

**MINUTES OF SWIM ENGLAND SOUTH WEST REGION ARTISTIC SWIMMING SPECIAL  
MEETING COMMITTEE ON MONDAY 13 JUNE 2022  
SWIM ENGLAND SW OFFICE, WELLINGTON AT 10.30 AM**

Present: Roger Downing, Mary Hooper, Sarah Pullan, Viv Ebbs

1. May Competition

A good competition for the swimmers and it was well attended. There were problems with scoring and the original published results were incorrect. Agreed that volunteers should focus on one activity only. A list of roles for competitions to be prepared. To be discussed further. **ACTION MH/RAD**

Agreed that a prerequisite for candidates on a Scorers course is a thorough knowledge of Excel spreadsheets. Roger to contact Richard Crisp. **ACTION RAD**

The meeting thanked Mark Fitzhenry for assisting with amendments to the spreadsheet on the day. Mark to be invited to assist with scoring at the Duet competition in November, **ACTION VE**

Agreed that prior to the Regional Conference "Volunteering Positions Available" to be circulated to SW Region AS clubs to encourage members to offer their help. **ACTION MH**

2. October Grade day / web site

Mary circulated a proposed new form for grading which had already been sent to Sarah G for comments. Mary to ask Georgie to be the Senior Assessor. Paula Brand and Clair Murphy will assist the Senior Assessor. **ACTION MH**

Agreed that information for the Grade day would not be advertised on the Swim England website. To be circulated within the SW Region as a priority. This to be followed by circulation to other Regions with the following wording included:

"Entries from other Regions will be allowed. However, priority will be given to South West Region Swimmers"

Grade day to include Figure and Routine Grades **ACTION SG**

Roger to amend form as agreed **ACTION RAD**

Mary to check that 2 squash courts are booked for splits warm up and splits testing. **ACTION MH**

3. Duet Competition at Plymouth on 19 November

Agreed that a figure competition for swimmers 13 years and above should be added to the programme. Sarah P to investigate **ACTION SP**

4. Level 1 Coaches Course Priority

Date agreed 20 November 2022 to be held at Cheltenham. Mary to contact Louise Ross. **ACTION MH**

5. Communication

The Club Communication spreadsheet prepared by Mary was discussed. Agreed that the following information should be added for clubs to complete

- Coaches
- Club email addresses
- Membership Secretary

Mary to send direct to clubs for completion and explain that this is to ensure that information is being sent to the correct people. **ACTION MH**

**2023****Courses etc**6. National Minutes and Hannah Secher reply to Mary's email

Swim England Leadership Group minutes received. To note the changes in qualification standards for National Championships from 2023 for Senior and Junior athletes:

- Fee Combination to be replaced by Highlight Routine
- Qualification standard for Technical and Free Solos is increased to Gold standard
- Both Figure and Routine Grades are required for qualification
- Athletes competing in any routine event will also need to have the equivalent Routine Grade in order to compete
- In the Combo Cup either Figure or Routine Grade qualifications can be used to decide the category of the swimmer, but the highest category will decide which division the Team is in.

In reply to Mary's query about future Judges and Scorers courses, Hannah explained that there are going to be significant and dramatic changes made by FINA to the current judging and scoring systems. These changes will come into force at the end of 2022, To date Hannah has no details and is not sure how it will filter to domestic clubs.

It appears that training will have to be undertaken and qualifications renewed.

It was provisionally agreed that an unofficial Level 1 Judges course could take place at the beginning of September. This would take the form of a video introduction followed by a face-to-face course. Candidates could then judge at the Duet Competition in November. Mary to check with Georgie if this would be possible.

**ACTION MH**

7. Proposed Dates and Venues for 2023

4 February	Grade Day	Marlborough
4 March	Regional Age Groups	TBC
20 May	Novice Figures and Combo Competition	Cheltenham
14 October	Grade Day	Marlborough
18 November	Duet and proposed Figure Competition	Plymouth

8. Grade day organiser year planner

Year Plan agreed with the following amendment for grading as agreed in Item 2.

Agreed that information for Grade days would not be advertised on the Swim England website. To be circulated within the SW Region as a priority, This to be followed by circulation to other Regions with the allowing wording included:

“Entries from other Regions will be allowed. However, priority will be given to South West Region swimmers.”

9. Competitions, Dates, Venues, Qualification Updates ?

See Item 7 for competition dates and venues.

See Item 6 for qualification updates.

10. OMS and Membership check

Roger noted that all qualifications, CPDs etc must be included on OMS for Swim England members for insurance purposes. Club Membership Secretaries should contact Jackie Hilleard if they require training for entering details on the Online Membership System. Mary to inform all clubs. **ACTION MH**

11. Regional Conference by Zoom 17 September 2022

The Regional Conference will concentrate on recruiting volunteers. The more volunteers the smaller the jobs will be. Members wishing to go on Zoom to attend the conference to give Mary their email address to receive the link. **ACTION MH**

12. Regional Games Coach

To note that Georgie has resigned from the post. To be discussed at the next meeting. **ACTION All**

13. New Coaching Policy

Paper received. Coaching expectations for all activities were noted.

- At least one active Level 2 Coach on poolside
- Coaches to have valid DBS check
- Coaches to have had approved Safeguarding training
- Coaches may not also act as a lifeguard in their capacity as coach
- Risk Assessments are essential for all activities
- At competitions Coaches on poolside should be supported by a qualified Team Manager

14. Terms of reference

Agreed that Job Descriptions for volunteer posts should be prepared prior to the Regional Conference. **ACTION RD/MH**

Agreed that future meetings would revert to pre-Covid arrangements with a representative from each AS club in the Region. **ACTION MH**

Circulation: Roger Downing, Mary Hooper, Sarah Pullan, Viv Ebbs