

## Officials Committee meeting 5 February 2020

### 6.30pm at the Regional Offices Wellington

Attendees: Mike Coles (MC) (SE SW President), Paul Robbins (PR) (Chair & Wilts) Jill Beard (JB)(SW Officials Training & Development Coordinator), Graham Cockill (GC) (Observer), Neil Harper (NH) (Glos), Mel Jeynes (MJ) (Devon), Esther Rookes (ER) (Devon Observer), Nick Jenkins (NJ) (Cornwall), Tracey Roberts (TR)(Dorset), Nicky Vause (NV)(SW Officials Secretary)

20.1 Welcome - PR (Chair)

20.2 Apologies- none

20.3 Minutes of previous meeting 2 October 2019 agreed

20.4 Matters arising:

19.5 Circulation of SOG minutes – complete JB

19.7 Regional funding for Officials training – complete Swimming Committee

19.8 Technical Director update – complete

19.11 Seminars & CPD courses – complete JB / GC

AOB

19.12.1 Referee examination arrangements – complete JB

20.5 **SOG**- County Coordinators Conference 12 January in Loughborough.

- Mark Davies (SE Officials Group Chairperson), Helen Whittle (British SOG Chair) and Helen Akers (Swimming Officials Coordinator) shared information about the upcoming launch nationally on 27 January of the Online J1 module developed by the IOS.
- The SW was well represented with County Coordinators from 5 out of 6 counties.
- JB presented the positive results of the pilot conducted in the SW on behalf of British Swimming. Progress was closely monitored by herself and supported by 27 Tutor/Mentors.
- The success was attributed to learner ownership of training, and the tutor/mentors creating a nurturing, supportive environment. During the online phase assistance was provided promptly by JB & when needed the IOS to overcome problems encountered.
- JB reported all the feedback given by the SW was taken into account in the design the final product.
- 65 candidates were invited to take part in the pilot and 61 completed the online learning within two months. As at 5<sup>th</sup> Feb 52/61 were timekeeper competent (85%), and (PMN) the completion of the J1 qualification stands at 25/61 (41% at under 5

months). JB confident by 31/7/20 85% will have achieved J1 status with the remainder being TK competent. Figures that are greatly in excess of anything achieved under the old scheme where less than 15% of candidates completed in under six months.

- Feedback from two Tutor/Mentors expressing their initial concerns and positive views post pilot were shared in the presentation, as was positive feedback from two of the candidates who had already completed their J1 at the meeting date. .
- To conclude the presentation a word cloud was produced from candidate's feedback questionnaires to demonstrate the success of their learning journey.
- The practical competencies logbook has changed format and will now be A5 in a ring binder. This will be issued following completion of the online learning triggered by the candidate uploading their certificate to their Integra Membership record. Once the candidate has completed their competencies and been awarded their J1 qualification they will receive further sheets to record their post competency practice. These will slot into the logbook along with a copy of the Rules extract issued to all licensed officials. The online J1 candidate automatically becomes a licensed official and will receive their licence card. The upfront course fee is a one off payment that includes the whole process.

## **20.6 SW Closed Course Online J1 update**

- As a result of the phenomenal success of the Pilot the Regional Management Board agreed funding of £4400 for two years to support SW candidates. Regular reports will be given to the RMB.
- The meeting was reminded how important it was that candidate signing up to the fully funded scheme was aware of the expectation they would complete their training and become a licensed J1. The experience of the Pilot gives confidence that this will happen.
- The SW Online J1 is a "closed" course that can only be accessed by the candidate being issued a voucher. JB has uploaded the voucher request document and online training supportive documents onto the regional website and emailed to all Tutor/mentors included in the pilot and urged county coordinators to place the documents on their websites. The Regional Office also mailed out information to all clubs and tweeted about the launch. IT IS IMPERATIVE THAT ALL SW CANDIDATES enrol on the regional closed course so that they are fully supported from the start of their learning.
- JB will contact each County Coordinator as soon as a new voucher is issued to pre arrange who the eventual Tutor/Mentor will be. Until the Referee briefings to be held across the region have taken place County Coordinators should only match and allocate the Tutor/Mentors from the 27 who took part in the PILOT and are members of the WhatsApp group. The WhatsApp group being where all information on the online J1 is shared.
- Completion of the online learning and assessment is fast. Do not delay the Timekeeper assessment if the logbook has not been received, just use the BS

assessment form loaded onto the WhatsApp group. Logbooks are dispatched every Monday to those candidates who have uploaded their certificates to their membership record during the previous week. (PMN) Currently JB has to provide each candidate with a “how to upload” set of instructions and this is sent to the candidate at the same time as telling them who their Tutor/Mentor is and who their County Coordinator is.

- Contemporary Issues is compulsory and is flagged within the online learning. It is however a separate module, accessed via IOS. This should not cause a problem for candidates because a learning account is in place. The trainee is required to provide a screen shot of their named certificate of completion for noting in their logbooks. Going forward and updated CI will move to the new IOS learning platform.
- Candidates on the SW closed course share their email address with JB in order to get their “voucher” before they start their online learning. Therefore there is no barrier to contact between Tutor/Mentors and their candidates. Candidates on the national open scheme don’t do this and so their email addresses are not available and all contact with the local coordinators has to come from the candidate.  
PMN as of 20/2/20. Thirty-four vouchers have been issued and 22 of the candidates have completed the online learning.

## 20.7 Regional Events

25 - 26 April	Summer Champs - Age Groups	Millfield
2 - 3 May	Summer Champs - Age Groups	Hengrove
8 - 10 May	Summer Champs - Youths	Plymouth Life Centre
30 May	Para Dev. Meet (& CPD)	Horfield
5 July	Fast Five	Millfield
6-8 November	Winter Championships	Millfield

### MASTERS

27 September	Sprints	Millfield
15 November	Inter County	Millfield

## 20.8 Technical Director appointments for SW Summer / Winter Championships:

Summer Championships Age Groups: Neil Harper (Millfield) / Paul Robbins (Hengrove)

Summer Championships Youths: Jill Beard (Plymouth)

Winter Championships: Tracey Roberts (Millfield)

## 20.9

### Recruiting Officials

- JB reported on a Technical Officials bulletin and proposals, endorsed by Claire Coleman, (Head of Volunteering & Pathways).

- Appendix A -Careers in Aquatics, Swim England's unique and purpose-built jobs portal will be updated to advertise events. This offer is initially capped at six free adverts per 12-month period.
- Appendix B - Test a Technical Officials Bulletin the first role specific bulletins sent to members who are qualified technical officials and who have not 'opted-out' of communications. To advertise opportunities to officiate initially for county and region events, with a view to see clubs use it as well.
- The SW has subscribed to use SwimMeet Sign Up for Officials which is GDPR compliant, at an annual cost of £79 pa.
- Going forward Integra lists that include official's emails will not be circulated as non GDPR compliant. The regular download received by JB will still be sent MINUS contact information. The meeting was reminded that old lists should not be kept. JB will circulate the latest list so all can check the qualifications of their officials.
- JB reiterated emails are not to be shared with third parties and BCC should always be used when emailing.
- Going forward discussions are believed to be taking place to try and avoid only Swim England paid staff being able to email individuals.

#### **20.10 Reports from the county representatives:**

Dorset (TR) – Dorset Championships 74 officials (including trainees), volunteered.

Cornwall (NJ) – nothing to report.

Devon (MJ) – counties well supported by officials.

Somerset (CM) – generally counties well supported by officials.

Wilts (PR) – counties struggled to meet licensing at some of the sessions.

#### **20.11 Seminars & CPD courses**

- Para CPD at Hengrove 30 May 11am – 3pm (including lunch), with mentoring at the following competition. Tutor to be confirmed.
- Multiple seminars to be arranged for all the regions referees to share common information about the Online J1. The briefings should ensure a nurturing culture and consistent approach for competency sign offs across the region. To also include the new Mentoring CPD if possible.
- It was proposed to hold the event in three locations and group counties together though any referee can attend any of the briefings. Plymouth – Cornwall / Devon, UWE – Somerset / Wilts. / Glos. Dorchester – Dorset/Wilts.

**Action** – JB to circulate her availability to the County Coordinators who will arrange the venues, invites via SwimMeet sign up.

## **-20.12 AOB**

### **12.12.1 Female swim wear**

GC updated the committee on Arena swim wear in use at the Somerset Championships. The race referee became aware post heat that a 11 yr old appeared to be wearing 2 costumes. The swimmer was not disqualified, following the heats the lead referee spoke to the relevant coach and she kindly brought the swimwear for inspection. The arrangement of costume can be described as a “normal” female costume with what appeared to be shorts, (jammers) underneath. Fina labels with approval number AR221013 were displayed on the rear of the swimsuit and near the rear waist band of the shorts.

The coach was advised that we had not seen (or heard of) such an arrangement of swimwear before but would allow it to be worn during the rest of the championships until we could discover more about the FINA position.

NV shared photographs of the swimwear.

The Fina Rule by Law BL 8.2 says only one swimsuit in one or two pieces but I think we all see 2 pieces as separate items eg a halter top and separate bottoms; however in this case the items are not separate but are worn one over the other.

Post event confirmation established that FINA approval was given to the Arena brand swimsuit described as a “Duo” in January 2019. The marketing material shows they are designed to be worn together but certainly the “top” costume could be worn on its own. It’s a sort of mix and match arrangement to accommodate different body shapes.

Clarification was sought from Helen Akers, she confirmed the DUO was an approved costume, Somerset was the first county to raise the issue.

**12.12.2** MC thanked the Committee for an informative meeting. Going forward he suggested reports from the counties be submitted and sent out prior to the meeting.

**12.12.3** PR raised and discussed the operational interpretation of back stroke ledges settings in the recently released Officials Bulletin.

Date of next meeting 7 October (subject to change, date of national SOG TBC)

Meeting closed at 8.28pm