



Allen Urch MBE Memorial Open Meet

Alfreton Leisure Centre - Church St, Alfreton DE55 7BD

Sunday 19th May 2024



Introduction

Sutton are delighted to host you on the 19th May 2024.

We pay tribute to a legend of the local swimming community, Allen Urch MBE. We are delighted to have some of Allen's family members helping throughout the day.

We would like to take this time to thank all of our volunteers, sponsors and supporters for helping put on what we hope will be a fantastic day.

The centre will open for admission from 7.30am. Should you arrive before hand, there will be 2 queue's. 1 for the support team of volunteers, official and pass holders, the other for spectators.

Spectators should report to the cash desk near the small pool entrance, volunteers, officials and pass holders to the front desk near the cafe.

Parking

There is plenty of on site parking, please ensure you only park in the white leisure centre bays, as those on the far side of the car park belong to other centres.

The leisure centre parking on the day will be free and the system is turned off so there is no need to register your car details.

Pools

The small pool is strictly out of action for the duration of the day and should not be used under any circumstances.

In the main pool we will be encouraging a 1 way system for swimmers. They will enter through the block entrance, and once swam should walk down the coaches side of the pool, get dry and use the changing rooms if needed, before heading back to the sports hall.

Spectators

A reminder that this is a cash only meet.

Spectator admission prices Adults £10.00 for the full day (which includes 5 raffle tickets). Children £3.00 for the day. Wrist bands must be worn at all times. Additional raffle tickets are available to purchase for £2 a strip. There will be a tombola available for the swimmers in the sports hall.

Access to the sports hall and changing areas are not permitted for spectators. We kindly request you observe the signs and respect our security team and ensure you remain in the reception, café area or poolside **only** during the day. Spectators will be entering the pool area via the door by the small pool. There will be a standing area at the shallow end of the pool behind the barrier. All seating will be on the left hand side of the pool.

We remind you that the meet is contributing to charity and there will be a number of cash collection buckets throughout the day, should you wish to make a direct donation to Dementia UK.

There will be space in the sports hall for bags, but should you swimmer want to use a locker, then the centre lockers take either a £1 coin or a trolley token.

Officials

On arrival please check in at the front desk where you can pick up your welcome pack and wrist band. Your congregation point will be in the squash courts downstairs, which will also be the home for all catering and refreshments throughout the day.

As part of the welcome pack there will be voucher for you to collect breakfast from the café, and lunch will be served in the squash courts.

The officials briefing is planned to start at 8.30 in the squash courts.

Whilst water and squash will be available, we kindly ask where possible for people to bring their own water bottles to be used.

Volunteers

On arrival please check in at the front desk where you can pick up your wrist band.

Lunch will be served in the squash courts.

Coaches/team managers

A reminder to please order your passes in advance of the meet and complete your accreditation prior to attending the meet and ensure you have this printed and available for inspection at the sign in front desk.

Only those with passes will be able to access the poolside and sports hall.

Accreditations can be ordered from

https://www.swimmingresults.org/member_options/

You are looking for **Swim England DBS, Safeguarding, qualification check**, and this is dated until the end of May 2024.

Also be reminded that your poolside pass includes lunch, served in the squash courts. Refreshments and treats will also be provided throughout the meet.

The warm up schedules form the last few pages of this pack.

Coaches are asked to keep the spectator side of the pool free for spectator viewing and the officials.

It is the responsibility of each club to ensure Swim Englands ratios are adhered to throughout the meet.

Passes can be transferred between coaches and team managers, but this must be done at the front desk, where the required accreditations will need to be shown and wrist bands collected.

Photography

We are delighted to announce that we will have a photographer available throughout the meet, Steve Li will be taking photos throughout the day, which can then be purchased directly via the web site at

<https://chewbokeh.pixieset.com/>

Photography on poolside is not permitted except for the Meet Licensed Official Photographer. No photography is allowed in the changing rooms at any time. Mobile telephones MUST NOT be used for any purpose in the changing rooms at any time.

Sports Hall

Children will be staged in the sports hall when not competing. We hope to make the sports hall as fun an area as possible, there will be a tombola, medal table and table tennis tables, unfortunately no other balls are allowed in this area.

There are a small number of seats so bringing camping chairs is advisable.

The sports hall will be marked out with areas for each club.

Parents are not to go into the sports hall at any time.

We ask when leaving the sports hall that swimmers wear appropriate footwear. They should also take a towel to ensure that before leaving the pool area they are dry. Between the pool area and the sports hall there are a number of stairs and we would like to keep these as dry as possible.

Reception Area

We expect the reception area to be busy, there will be a Sutton team available in this area at all times should you have any queries.

The Café is expected to be open throughout the duration of the meet. They take both cash and card. We also have the Sportyswim team in attendance on the day.

Wrist Bands

The colour of your wrist band will denote the role performed at the meet and certain areas of the centre will be restricted for child protection purposes to those that have attained the required accreditation and been in receipt of an appropriate coloured wrist band.

Mobile Phones

A reminder that **no** photography of any kind should take place poolside.

As per Swim England's policy, **mobile phones are not to be used in the changing rooms for any purpose.**

Events Team

Your events team are here to ensure the smooth running of the event. They will be in orange t-shirts scattered throughout the competition, should you have an issue or query of any nature, then please feel free to ask any of this team.

Stewarding

The marshalling for races will commence in the hall where there will be a number of rows of seats.

Swimmers will then move upstairs throughout the corridor through to the entrance at the top of the pool behind the blocks.

It is the responsibility of the team managers and swimmers themselves to ensure they are in the stewarding system in time for their race. Races will not be delayed due to missing swimmers.

Relays

At the end of each swim session we have our team relays. There will be a 5 minute interval between the end of the swimming session and the relays. We actively encourage poolside support from fellow swimmers, we ask you kindly to do so from the turn end or coach side of pool.

As ever quiet for the starts please, but then feel free to cheer and support your club.

Timeline & results

As soon as available the draft timeline will be published to

www.swimmingmeetresults.co.uk/AllenUrchMemorial

Withdrawals

Any swimmer wishing to withdraw can do so by emailing the open meet secretary with the relevant details at withdraw@swimmingmeetresults.co.uk no later than 6pm on Saturday 18th May 2024 Swimmers wishing to withdraw from an event on the day of the meet must do so prior to the start of the warmup session in which the event is due to be swum, at the recorders desk.