



## Team lists, licensing and required officials

Please download off the website the Team Validation Instructions TNASL 2023.

Each team is required to submit the name of the swimmer, Swim England number and date of birth, for each event in each gala. Please submit this to the host club on Friday evening, so that there is time for the recorders to upload the information before the gala. This **same data** should also be provided, before warm-up, to the host club, on a memory stick. It is **ABSOLUTELY VITAL** that the data provided is the same as that held for the swimmer by Swim England. **If the data for a swimmer is not correct**, none of the results from the gala will go on rankings. Changes of swimmers for an event because of sickness etc **MUST** be advised to the recorders on change of swimmer forms available on the website or at the gala.

### To all team managers and coaches

#### 1. Important announcement

It is **absolutely vital** that all the data provided on the memory stick is totally correct for each swimmer. The first name and the surname must be correct and correctly spelt. The registration number must be correct and so must the date of birth. **All the data for a swimmer must be exactly what is shown on the Swim England registration data for the swimmer. If the data is not a correct match, then the time will not be on rankings.**

The Team Validation Instructions TNASL 2023 and the change of swimmer forms can be found on the website using the following link

<https://www.nationalswimmingleague.org.uk/gala-documentation>

**Please ensure that the Team Validation Sheet 2023 – Round 2 (v 5) is used, not previous versions**

**Change of swimmers must be advised to the recorders, on completed change of swimmer forms at the start of warm-up. These should be minimal – not a major revamp of the team submitted by the Friday evening.**

### To all team managers and coaches

#### 2. Condition 14

Following difficulties when there was disregard by the staff of some teams for this condition at round one galas, I remind you of condition 14, as below:-

**14. Coaches and team managers shall not be able to instruct their teams at either end of the pool, and therefore coaches and team managers must not be within two metres of the starting blocks.**

**If there is non-compliance by any of the coaches and team managers at the gala, then NO coaches and team managers will be allowed anywhere behind the ends of the pool during the racing.**

The space at the start end, and especially at the turn end of the pool, is quite tight when the league galas are in progress. I am aware that some swimmers are happier if they are supported by a coach or team manager as they get ready for their race, so I do not wish to remove that support behind the starting blocks, but it is support only, not so that the swimmers can be coached or timed. Please ensure that swimmers do not remain behind the blocks after the end of their race, but return to their team area.

### **With regard to officials:-**

**The league rules require that ALL teams provide a qualified, J1 and a qualified, J2. These officials must be licensed. This is a league rule, regardless of the level of licensing.** The league can impose a fine for noncompliance with this rule, and if a fine is not paid, the team will not be able to compete in future rounds. If the officials provided do not meet the requirements for the level of licensing for the gala, the licence level for the gala will be downgraded.

The officials provided by each team do not have to be advised in advance to the host club. Officials should sign-in on the sign-in sheet provided by the referee at the gala.

If a team is struggling to find the two required officials, then I can provide a contact list of the other teams, and a loan or a share can be arranged. It is acceptable for example if one team provides the two J1 officials, and the other provides the two J2 officials – thus covering the provision from both teams as a share. This must be arranged before the gala however, and it would be helpful if this share was noted on the sign-in sheet.