

RLO – Report 06/09/2024

Licensing – There have been a number of very late returns of Licencing reports by clubs. A Reminder please as follows:

Post Meet Reports – Please do not send me PDFs of Handwritten Documents, some are so hard to read, I am happy with typed signatures. The PROMOTER must return ALL the attached reports to the RLO as one communication, this includes the proof of payment screen shot. They must **ALL come from the Promoter only** at the same time, not all over the place on different dates and from different people please. It makes life really hard trying to track everything.

0) Promoter Report – (dated 140524) within 14 days of the meet finishing - Typed and emailed as a word doc by the Promoter or scanned or photo shot forms emailed. Do not send in post

0) Referee Report – (dated 140524) within 14 days of the meet finishing - Typed and emailed as a word doc by the Promoter or scanned or photo shot forms emailed. Do not send in post

0) Technical Officials – (dated 140524) SWR attendance Sheet - within 14 days of the meet finishing - Typed and emailed as an Excel doc by the Promoter - emailed please. Please do not send in post or send handwritten documents as I use a formula to check & some peoples handwriting is difficult to read.

Results to Rankings - These must be with Rankings within five days of the meet finishing rankings@swimming.org Please note that any overdue submissions could result in the times being rejected by Rankings.

Also a few clubs are also not allowing the **60 days for Licence Applications**. This really is a must unless extenuating circumstances apply.

Officials – Again, I am still struggling with Officials qualifications being visible. Could clubs please remind their Officials to follow the process below?

Also, many Officials are not allowing people to see their qualifications on their profile on OMS. It is really easy to do, and I would appreciate it if they could go into their profile and do the following:-

Show Qualifications & Certificates

Please go to <https://www.swimmingresults.org/membershipcheck/>

search your membership using your member ID

Click on - Member Options

Login in using your Member ID and Password

Click on - Online Membership System

Click on - Login in as Member

Click on - Edit Details

Click on - Data Protection Choices

Click **yes** in all boxes except the last four. If Disability does not apply say **no**. You do not want any personal info such as address and email/telephone numbers showing so say **no**.

Click Save

This would save me an awful lot of time in chasing up qualification and Card dates.

Officials Qualifications - Could Promoters of meets also be aware of the requirements for Officials at their meets. One Meet has had times removed from rankings and another has had a warning for future meets. The requirements are very clear and documented on the Technical Officials returns. All of your officials should be able to provide proof of their qualification if you are not sure. Please ask them to avoid disappointment for your club and all swimmers if the meet fails.

Proof of Levy Payment – Could I remind all Promoters your returns should always include a screenshot of payment made to the SWR. Many are forgetting this. For L4 meets payment must be made prior to your first L4 single club meet of the year.

County Reps – Helping Licencing Officer

Cornwall – Rosie Gordon

Devon – Martin Walters

Dorset – Di Gibbs

Gloucester – Lorna Farbowski

Somerset – Kelly Podbury

Wiltshire – Sandra Yeoman

Please remember you must **NOT** apply for a Licence until you have the agreement of your County Rep (as above). This is because we now have a policy that each County now has a limit of the amount of meets they can run in each month at Level 1 – Low Level 4. There is no limit for Level 4 single club meets but these meets must be covered by your own Club Officials only.

September = Allowance 4 - Current = Cornwall 0, Devon 1, Dorset 1, Gloucester Full, Somerset 1, Wiltshire 1

October = Allowance 3 - Current = Cornwall 1, Devon Full, Dorset 2, Gloucester Full, Somerset Full, Wiltshire Full

November = Allowance 3 – Current = Cornwall Full, Devon Full, Dorset Full, Gloucester Full, Somerset Full, Wiltshire Full

December = Allowance 4 - Current = Cornwall 2, Devon Full, Dorset 2, Gloucester 1, Somerset 2, Wiltshire 3

Licencing of the National Arena Swimming League

NB: NASL have applied for a number of Low L4 Licences for October, November & December in Devon & Somerset. I am currently awaiting permission from the SWR to be allowed to go over the allowance.

Pool Depths & Height of Blocks

Thanks to all the clubs who have helped me with the Pool start and turn depths and block heights. I am very nearly there with just Kingsdown LC outstanding on blocks height.