



# 2025 Apollo Projects New Zealand Swimming Championships

Wednesday 21<sup>st</sup> – Sunday 25<sup>th</sup> May 2025

Sir Owen G Glenn National Aquatic Centre  
14 Antares Place, Mairangi Bay

## Event Information Booklet

Contact Information  
Kate Griffiths  
Competitions Manager  
[events@swimming.org.nz](mailto:events@swimming.org.nz)

Version 2 – 21 February 2025

This is a living document and amendments may be made. The information in this booklet is correct at the time of publishing. Swimming New Zealand will not be held liable for any costs and expenses incurred by any person following changes to the information outlined in this booklet. Swimming New Zealand reserves the right to use discretion and make adjustments to the contents and rules outlined in this document.

For the latest information, please check the event page on the Swimming New Zealand website to ensure you have the up-to-date version.



## Purpose

The event sees the best swimmers from around the country go head-to-head for the national title. It is also the pinnacle long course racing opportunity within New Zealand, so the best from New Zealand will compete on the national stage.

## Code of Conduct

As part of attending this event, you have agreed to comply with the Swimming New Zealand code of conduct. Any behaviour that does not comply may result in further action, which may include being removed from the remainder of the event.

Please ensure you exhibit good behaviour towards everyone at the event, including officials, volunteers, staff and other clubs.

Please refer to the event webpage for the full code of conduct.

## Entry Information

**Swimming New Zealand policies and the New Zealand swimming rules govern this competition.**

This meet is open to financial, registered (at the time of competition) Swimming New Zealand Competitive Swimmers and foreign swimmers registered with foreign World Aquatics affiliated swimming federations. All participants must agree to comply with the Sports Anti-Doping Rules.

Entries	Timeline
Entries Open	Tues 25 <sup>th</sup> March 2025
Individual Entries Close	Tues 6 <sup>th</sup> May 2025 at 11:59pm
Relay Entries Close	Wed 7 <sup>th</sup> May 2025 at 11:59pm

## Entry Process

All entries must be submitted via the SNZ Fast Lane page. Individuals will be able to access and complete their entries online via their Fast Lane.

There is no limit on the number of individual event entries.

Late entries will be accepted for 24hrs only via email to [entries@swimming.org.nz](mailto:entries@swimming.org.nz). A late entry fee will be applied in addition to individual entry fees.

## Qualification Criteria

**Age as of 21<sup>st</sup> May 2025. Must be 13+ years**

The qualifying period is from 1<sup>st</sup> January 2024 to 5<sup>th</sup> May 2025.

The qualifying times are 50m long course times. Long course times as well as short course converted times can

be used for qualification – please see the qualifying times document for the respective times. Multi-Class swimmers please see section below. All swimmers shall only enter qualified events.

Only results from officiated meets can be used as qualifying times.

Individual entry times will be generated by the SNZ Database. Performances from international, regional and local competitions not held within the database will not be eligible for use to enter this championship.

## Entry Fees

Location	Individual Entry Fee	Relay Team Entry Fee
Domestic	\$25	\$40
International	\$30	\$50

Entry fees must be paid prior to the start of the meet. If they have not been paid it will result in the withdrawal of swimmers. Clubs that have not paid the required entry fees at the closing date of entries will be invoiced by SNZ.

No refunds for any withdrawals before or during the meet. Refunds for any medical withdrawals can be considered if a signed doctor's certificate is supplied.

## International Entries

Visitors will be able to submit entries using either a TM File or spreadsheet available on the event website. This need to be emailed to [entries@swimming.org.nz](mailto:entries@swimming.org.nz) by the entry deadline date specified above.

Foreign entries also need to be accompanied with a signed Travel Authorisation Form/Letter from the national federation.

Foreign clubs are required to provide a proof of entries report upon submission of entries.

A maximum of two (2) international visitors may progress from heats to each final in any one event. There is no limit on international visitor entries for timed-finals but only two (2) international visitors may swim in the fastest timed-final. The 17-18 Years Timed Final which only permit a maximum of two visitors.

International Multi-Class Swimmers must hold a national classification or higher and communicate their classification and any codes of exception to [entries@swimming.org.nz](mailto:entries@swimming.org.nz) or [cameron@swimming.org.nz](mailto:cameron@swimming.org.nz) during their entry process.



## Event Specifications

### Heats

Heats will be swum in the morning sessions.

### Finals

Finals will be swum for all 50m, 100m, 200m and 400m events.

Final	Swimmers
A Final	Open 8 fastest swimmers overall
17-18 Timed Final	Fastest 8 swimmers in the age group after the A Final has been seeded.
C Final	Next fastest 8 swimmers overall after the A Final and 17-18 Timed Final has been seeded.

The open championship placings and club points will be determined from the A final.

Placings will be determined for the 17-18 year age group from the fastest results from the A Final and 17-18 Timed Final combined. Club points will also be awarded using this method.

C finals will be held if 30 swimmers race in the heats of the respective event. Results from the C Final will not score points at this championship.

**Please note that the Finals will be swum in the following order – C Final, 17-18 Timed Final followed by A Final.**

All finals swimmers will be marshalled at the same time.

### Distance Freestyle Events

The 800m and 1500m Freestyle for both males and females will be swum as timed finals with only the fastest timed final swum in the final's session of that day.

### Multi-Class Athletes

These championships are open to Multi-Class swimmers who have a classification of some form – provisional, national or international.

This includes those swimming in the new S15, S18, and S19 classifications. These new classes align with an alternative global pathway (i.e. outside of World Para Swimming) for those with the relevant impairment or diagnosis and enables swimmers to enter events they would be eligible for at international level – ie: 800m Freestyle for intellectual impairments.

These alternative pathway classifications are:

- S15 – hearing impairment of at least 40dB (decibel) or greater in their better ear.

- S18 – Down Syndrome or intellectual impairment (S14) combined with a physical impairment.
- S19 – Autism diagnosis.

S18 and S19 are based on international classifications aligned to the Virtus pathway (along with S14/II1, however the classes internationally are known as II1/II2/II3).

S15 has an international pathway via the International Committee of Sports for the Deaf.

Multi-Class swimmers may meet the qualification times in either a short course or long course pool. However, no converted times are allowed – i.e. so long as the time is met the swimmer can enter that event.

Heats and finals will take place for all events, except the 200m strokes, 400m Individual Medley and 800m/1500m Freestyle for intellectual impairments which will be raced as timed finals during the heats sessions with swimmers to race amongst the able-body heats.

The format for Multi-Class Finals will be determined by the swimmers who achieve the eight highest points from the heats swims, based on the World Para Swimming points system and equivalent for the alternative pathway classifications using the meet software. To confirm, this means that swimmers of all classifications (S1-S19) will be vying for the top eight points totals to make the Multi-Class Final.

Medals and club points will be distributed based on the World Para Swimming points system (similar to the percentage of the world record calculation) and equivalent for the alternative pathway classifications using the meet software of which results are final. To confirm, this means that one set of medals will be presented for each respective Multi-Class final.

Swimming NZ is wanting to grow Para swimmer's involvement in relays. The introduction of relays (listed below) will be exhibition swims, so no club points or medals will be awarded.

- 4 x 100m Freestyle Relay – MC (the following options swum together)
  - o S14 Men
  - o 34 Point Women
  - o 34 Point Men
- 4 x 100m Medley Relay – MC (the following options swum together)
  - o S14 Men



- S14 Mixed
- 34 Point Mixed

Please note with these relays being exhibition swims, you can be part of a relay team without swimming an individual event. If you would like to swim in a relay, please contact Cameron at [cameron@swimming.org.nz](mailto:cameron@swimming.org.nz).

A full list of eligible relays can be found within the Para swimming NZ records.

### Relays

There will be the following relays in this year's schedule:

- 4 x 200m Freestyle (male & female)
- 4 x 100m Mixed Medley
- 4 x 100m Mixed Freestyle
- 4 x 100m Freestyle (male & female)
- 4 x 100m Medley (male & female)

Relays will be timed-finals with all timed-finals being swum at the end of the final's session. Relay events can be entered by a national selection team (for selection purposes – including Multi-Class swimming teams), a club team or a Multi-Class/regional/zonal team. Priority of selection to teams will be in that order. Medals will be awarded to the top 3 clubs.

The names of swimmers actually swimming on a relay must be submitted at least 60 minutes before the start of the session in which the event is to take place, in the order in which they are to swim. The names of swimmers in medley relay events must be listed for the respective strokes.

Failure to swim in the order listed will result in disqualification. Substitutions may be made only in the case of a documented medical emergency.

Any regional or combined relay teams will be swum as exhibition swims only and will not be eligible for points or medals.

### Psych Sheets

Psych Sheets will be posted on the event webpage as soon as possible after entries close.

Any corrections and changes to psych sheets are to be sent to [entries@swimming.org.nz](mailto:entries@swimming.org.nz) within 24 hours of the psych sheets being posted.

Any changes made after the final psych sheets are published will not be updated, but will be completed and updated on the SNZ event file and will be visible on the live timing site.

### Online Programmes

All session programmes will be published online via Swimify. Session one will be posted after the team managers meeting and all other sessions will be posted at the end of the previous session.

### Printed Programmes

All programmes will be published online, if you wish to have a printed copy these can be purchased via the link that will be added to the event page closer to the event. The cost for these will be \$25 which will cover all sessions. Pre-paid programmes will be available for each session during the warmup from the resolutions desk. Please note extra copies will not be printed and anyone requiring programmes will need to pre-order them by the end of the Team Managers meeting.

## Event Information

### Opening Hours

Pre-Meet	Morning	Afternoon
Tues 20 May	9am – 12pm	3pm – 6pm

Competition	Heats	Finals
Wed 21 May	7.30 (doors)	16.30 (doors)
	9.00 (comp)	18.00 (comp)
Thurs 22 May	7.30 (doors)	16.30 (doors)
	9.00 (comp)	18.00 (comp)
Fri 23 May	7.30 (doors)	16.30 (doors)
	9.00 (comp)	18.00 (comp)
Sat 24 May	7.30 (doors)	16.30 (doors)
	9.00 (comp)	18.00 (comp)
Sun 25 May	7.30 (doors)	16.30 (doors)
	9.00 (comp)	18.00 (comp)

Pool entry is free for training at these times. Access will be through the main entrance of the complex for the pre-meet sessions only.

Clubs/Regions that wish to train outside these times will have to organise their own times with the pool and pay entry. Lanes should be booked in advance.

### Results

Swimming NZ will have live results via Swimify. The results for each event will be uploaded once the event has been signed off.

### Ticketing

Tickets	Heats	Finals
Adult	\$10*	\$15*
Child (5 & under)	Free	Free



\*Please note prices listed above are exclusive of GST & Humanitix Processing Fees.

Spectator tickets will be available for purchase online via Humanitix on the event webpage from Tuesday 25<sup>th</sup> March.

A link for tickets will be available on the event webpage well before the time of the event.

### **Spectator Entrance**

The spectator entrance is through the doors next to the main pool reception area. Please ensure you have your ticket ready to scan in.

### **Livestreaming, Photography & Videography**

All sessions at this event will be livestreamed. More details will be released closer to the event date.

Photos and videos will be taken throughout the competition. All athletes and spectators have agreed to allow livestream, photographs, videos, audio recordings and audio recording to be taken by accredited SNZ contractors to be used for any legitimate purpose by SNZ. If you have any concerns, please contact the [events@swimming.org.nz](mailto:events@swimming.org.nz).

Anyone wishing to take photo, video and/or audio recordings at the championships need to request permission via emailing [events@swimming.org.nz](mailto:events@swimming.org.nz). The SNZ staff will, at their sole discretion, determine whether or not an item is intended for personal or club use.

### **Teamline**

Merchandise for this event is provided by SNZ partner Teamline and is available for pre-purchase. In addition, race suits and other swim products are available from Teamline on their online store and from their poolside pop-up store located at the venue. Find everything you need on their website.

### **Parking**

Parking is limited at the AUT Millennium facility. Please try and limit the number of vehicles you travel into the meet.

Please note: Paid parking has been introduced at AUT Millennium. Please refer to the signs displayed for details.

## **Athlete Information**

### **Pool Access**

#### **Swimmers**

Access to the pool for all swimmers, coaches, and team managers is via the back event entry door, **at the time listed that doors open.**

**Accreditation must be worn around the neck and presented to gain access.** If you do not have a valid pass, you will be required to pay the appropriate admission fee.

Lost accreditation can be replaced at a cost of \$15.00 via the ticketing and accreditation booth located at the main entrance.

Any team manager, coach or swimmer who is caught giving their accreditation to somebody other than themselves, will have their accreditation removed for the remainder of the event.

### **Warm-Up Procedure**

Date	Warm-Up Times
Wed 21 May	Heats: 7.30am – 8.50am
	Finals: 4.30pm – 5.45pm
Thurs 22 May	Heats: 7.30am – 8.50am
	Finals: 4.30pm – 5.45pm
Fri 23 May	Heats: 7.30am – 8.50am
	Finals: 4.30pm – 5.45pm
Sat 24 May	Heats: 7.30am – 8.50am
	Finals: 4.30pm – 5.45pm
Sun 25 May	Heats: 7.30am – 8.50am
	Finals: 4.30pm – 5.45pm

Warm-up procedure – please follow the lane signage displayed during warm up.

### **Athlete Seating**

Seating will be available on pool deck for swimmers, coaches and team managers. Please note that there will be a seating plan for this event. The seating plan will be available on the first day of competition and will be posted at the accreditation desk.

### **Strapping**

Swimmers with strapping must provide documentation from a relevant registered health practitioner or physiotherapist and be reviewed by the Technical Director prior to swimming. Any swimmers without such documentation may not be permitted to swim.

### **Marshalling Process**

#### **Heats:**

Self-marshalling will be employed during all heat sessions. Swimmers are asked to be in the marshalling area 4 heats prior to their event. For all 50m events swimmers need to be in the marshalling area 6 heats prior to their event.

#### **Finals:**

Swimmers (including reserves) will need to marshal 6 races prior for 50m events and 4 races prior to their



event for all other events and remain in the marshalling area. All swimmers are required to marshal for relays. Swimsuits will be checked at marshalling for legality.

If a swimmer is not present at the time of their event being marshalled, the clerk of course will replace that swimmer with the reserve swimmer.

### **Winner Interviews**

All A final, 17-18 age group champion and Multi-Class final winners in the evening sessions, as well as NZ Record breakers during all sessions may be asked to complete a short interview at the conclusion of the race.

### **Victory Ceremonies**

Medals shall be awarded for the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> New Zealanders in all events. Visitor medals will be awarded to any international competitor who places.

The victory ceremony timetable will be included in the programme, and we will endeavour to run to this timetable. If for any reason there is a delay in the results being available, the medal presentation for that event will take place as soon as possible.

Any swimmer who is late to the victory ceremony will not be allowed to join the medal podium. Your medal can be collected after the ceremony. Please ensure your swimmers are on time.

### **Dress Standard for victory ceremonies:**

- Club or Regional t-shirt, jacket or sweatshirt.
- Shorts/trousers/skirt must be worn
- Shoes must be worn
- No Caps or Goggles.

Swimming NZ contract photographer(s) to take photos during the event and victory ceremonies so there is to be strictly no photography on pool deck and the victory ceremony area. All photos taken by the official event photographer will be made available in the event wrap via a Drop Box link. Anyone taking photos in this area will be asked to leave immediately.

### **National Standards Celebration**

After the completion of session 10, Swimming New Zealand will announce the swimmers who have met the selection criteria for the 2025 World Aquatics Championship, 2025 World Aquatics Junior Swimming Championships and 2025 Para Swimming World Championship teams. All swimmers announced will need to be present for this announcement and will be required to take part in a group photo.

## **Team Managers Information**

### **Accreditation**

Clubs will need to complete the coaches (annual between July 2024 – June 2025) and managers application form for team personnel who are attending the meet. Event passes will be allocated to clubs based on this information.

**Accreditation must be worn at all times, around the neck, to gain access to and remain on the pool deck.**

No accreditation no entry. Lost accreditation can be replaced at a cost of \$15.00 each.

Accreditation applications will not be accepted after the late application deadline.

<b>Date</b>	<b>Deadline</b>
Applications Open	Tues 25 <sup>th</sup> March 2025
Applications Close	Mon 5 <sup>th</sup> May at 11.59pm
Late Applications Close	Wed 7 <sup>th</sup> May at 11.59pm

A link to apply for coach and team manager accreditation will be available on the event webpage closer to the opening date, with this page providing more details regarding gaining accreditation.

The late applications closing date above is the last date to apply for an accreditation. Any accreditation applied for after the late application closing date will not receive an accreditation.

**Please note:** late applications will incur a \$50 late fee for each individual.

### **Accreditation Criteria**

Coaches must be registered with Swimming New Zealand under the member category 'Coach' and must be showing as financial and active in the Swimming New Zealand database and registered with Swim Coaches & Teacher of NZ Inc. Coaches are also required to have completed the respective online education modules.

Managers must be an active member on the Swimming New Zealand database. They can be registered as volunteer member and must have a Police Vetting check completed on their SNZ profile. They are not permitted to be undertaking any coaching on pool deck.

If you need to process or confirm your police check on the SNZ database, please email [policevetting@swimming.org.nz](mailto:policevetting@swimming.org.nz).



Please note, police checks may take up to 28 working days, ensure you allow enough time to be approved before the event.

Photo accreditation will be incorporated for this event, so a headshot or passport photo will be required to be included as part of the application process.

Please note you will only hear back from Swimming New Zealand if there is an issue with your accreditation approval.

Any team manager, coach or swimmer who is caught giving their accreditation to somebody other than themselves, will have their accreditation removed for the remainder of the event.

Anyone without an accreditation will need to purchase a spectator ticket.

### **Accreditation Collection**

Accreditations for each club can be collected by the team managers from the swimmer's entrance from 4pm to 6pm on Tuesday 20 May. Any other accreditation packs can be collected from the accreditation desk from 8am Wednesday 21 May.

**SNZ will not be providing lanyards in 2025. Please provide your own lanyards for your accreditation.**

### **Pool Access**

#### **Coaches & Team Managers:**

Access to the pool for all swimmers, coaches, and team managers is via the back event entry door, **at the time listed that doors open.**

**Accreditation must be worn around the neck and presented to gain access.** If you do not have a valid pass, you will be required to pay the appropriate admission fee. Lost accreditation can be replaced at a cost of \$15.00 via the accreditation booth located at the athlete entrance during opening hours.

If a coach or team manager is seen to be using somebody else's accreditation, this accreditation will be removed for the remainder of the event.

### **Managers Meeting**

There will be a team manager meeting held Tuesday 20 May at 5pm. Location to be advised in the pre event information.

Team managers will be given a brief run-down of meet activities, expectations of swimmers and clubs and general delivery of the event.

Each club should have at least one representative at the meeting to ensure all information is delivered back to the swimmers. If you are unable to attend, please familiarise

yourself with this document and the pre-event information.

### **Withdrawals**

Withdrawals from events for session one will need to be submitted via email by 5pm or at the Team Managers meeting being held at 5pm on Tuesday 20 May. Any withdrawals for session one submitted after this will incur a withdrawal fee.

Any further withdrawals for sessions 2 - 10 will not be accepted via email after 5pm Monday 20 May. Withdrawals need to be made via a withdrawals form which can be found at the resolutions desk. Withdrawals via email will be considered late and will incur a late withdrawal fine.

For timed final events the SNZ Policy 008 will apply.

*For timed-finals, withdrawals must be advised by the end of the session preceding the session with the timed final event.*

Withdrawals from evening final races will be required to be submitted 30 minutes from posting of event results online.

Any withdrawals after this 30-minute period will incur a \$50 fine.

### **Protests**

Protests must be submitted to the referee, in writing, on the protest form by the team manager only within 30 minutes following the DQ result posting online. This needs to be accompanied in cash by the \$100.00 protest fee.

If conditions causing a potential protest are noted prior to the event a protest must be lodged before the signal to start is given. All protests shall be considered by the referee. If the referee rejects the protest, they must state the reasons for their decision. The Team Manager may appeal the rejection to the Jury of Appeal whose decision shall be final. If the protest is rejected, the deposit will be forfeited to SNZ. If the protest is upheld the deposit will be returned.

### **Opening Ceremony**

An opening ceremony will be held at the start of Session 2 on Wednesday 21 May starting at 5.50pm.

### **Timelines**

Timelines will be included in both heats and finals session programmes. The times shown are approximate and races may start before or after the times indicated. It is the swimmer's responsibility to be at marshalling at the appropriate time (i.e. 4 or 6 heats before the scheduled race).



### **Banner Placement**

Swimming New Zealand will have signage at the event and will take precedence for position over regional and club banners. SNZ reserves the right to remove any banners that are not in appropriate areas or conflict with event signage and/or sponsors. Please do not place any banners over the poolside signage.

### **Disqualifications**

Disqualifications will be posted online and displayed on the big screen at the completion of the race. The DQ form can be sighted by requesting at the resolutions desk.

### **Points & Awards**

The following points system will be used for the 2025 Apollo Projects NZ Swimming Championships:

#### **Points for Open Finals (individual and relays)**

Place	1	2	3	4	5	6	7	8
Points	26	21	17	14	12	10	8	6

#### **Points for 17-18 Years Results (individual)**

Place	1	2	3	4	5	6	7	8
Points	26	21	17	14	12	10	8	6

#### **Points for Multi-Class Finals**

Place	1	2	3	4	5	6	7	8
Points	26	21	17	14	12	10	8	6

Please note: Points are awarded only to the club of New Zealand federated swimmers. This means that visitors at the competition cannot score points, regardless of whether the swimmer resides in New Zealand or swims as part of a New Zealand club.

### **Trophies to be awarded**

- Harold Pettit Trophy – Most Outstanding Individual Performance
- Darmstadt Trophy – Men’s 100m Freestyle Champion
- South Australian Trophy – Women’s 100m Freestyle Champion
- Stalag Shield – Men’s 4 x 100m Freestyle Champion
- Stalag Shield – Women’s 4 x 100m Freestyle Champion
- Yaldhurst Shield – Top Region
- Top Open Club
- Top Age Club
- Top Multi-Class Club

## **Medical Information**

Service	Address	Phone
Northcare Accident and Medical	5 Home Place, Rosedale	09 479 7770
Tooth Doctor, Northcare	5 Home Place, Rosedale	09 414 7174
Northcare Pharmacy	5 Home Place, Rosedale	09 283 0945
X-Ray, Ascot Radiology	AUT Millennium	09 478 6640
Physio, Healthzone	AUT Millennium	09 477 2098
North Shore Hospital	Shakespeare Rd, Takapuna	09 486 8900
Emergency – Fire, Police, Ambulance		111
AED	NAC Control Pool / Ascot Radiology / Millennium Gym L1	