

# Relay Team Policy

This policy applies only to Masters events.

All Members of the Club are encouraged to take part in relay teams in addition to competing in individual events.

## 1. Information Collection

- 1.1 For each competition which the Club is likely to have sufficient Members to compete in relay events, a member of the Committee will take responsibility for co-ordinating the selection and entry of relays.
- 1.2 For each event, a notice will be issued to all Members, on the Club's e-mailing list and via the Club's Facebook page, inviting them to indicate their willingness to take part and in which events.
- 1.3 A link to the method for entering will also be placed in the Calendar section of the Club's web site (<http://www.silvercityblues.org.uk/calendar/>)
- 1.4 A deadline for indicating interest will be set such as to allow sufficient time to select teams and submit the entries.

## 2. Selection

- 2.1 The relay team co-ordinator will be responsible for and have the authority to select the teams with the twin objectives of;
  - Maximising the number of teams entered so as to give those who indicated a willingness to compete in an event are given the opportunity to do so, and
  - In events at Scottish National level and above, maximising medal winning potential.
- 2.2 Swimmers will only be included in relays they have agreed to be selected for.

## 3. Notification of Entries

The relay co-ordinator will be responsible for;

- Notifying all Members who expressed a willingness to compete in relay events of the selections;
- Submitting relay entries into the competition.
- Submitting team lines in accordance with the rules of the competition.
- Providing a written list of teams for reference by Club Members at the competition.

## 4. Payment

- 4.1 The cost of entering relays to events below Scottish National Championship level will be paid for by the Club.
- 4.2 For competitions above Scottish National Championship level 50% of the cost of entering relays will be paid by the Club with the remainder being covered by the Members of the relay team.
- 4.3 The relay co-ordinator will be responsible for;
  - a) Calculating the total amount due from each Member.

- b) Collecting the money or checking that it has been paid into the Club bank account and maintaining a record of outstanding dues.
- c) Money due shall be paid within one month of the event.