



General Information

**Winter Polish Open Championships in Swimming
for Athletes with Disabilities 2018 – Szczecin, Poland**

12 – 18 November 2018





GIĘK S.A.
Oddział Zespół Elektrowni
Dolna Odra

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1. COMPETITION INFORMATION

On behalf of Management Sport Club for Disabled "START" Szczecin, we have the honour to invite all Paraswimmers to take part in our event: Winter Open Polish Championships in Swimming for Athletes with Disabilities, which will be held in Szczecin from 12 to 18 November 2018.

Local Organizing Committee will do all possible effort to host the competition for all swimmers and staff of your teams in the best possible way.

1.1 SUPERVISOR

Polish Sports Association for the Disabled START supported by Polish Paralympic Committee.

1.2 ORGANIZER

Sport Club for Disabled "START"
Litewska Str. 20 71-344 Szczecin, Poland

Contact person: Patricia Witkowska
mobile: +48 790 300 111

Contact person: Gregory Tesarek
mobile: +48 531 449 200

Office:
phone: +48 91 383 74 30

e-mail: start-szczecin@post.pl, disabledswimming.szczecin@gmail.com

Web-site: www.swimming.szczecin.pl

It is an approved competition with international classification and a World Para Swimming Technical Delegate.



1.3 DATE AND PLACE OF THE EVENT

Date: 12 - 18 November 2018
Place: City Centre of Sport, Recreation and Rehabilitation "Floating Arena"
Wąska Str. 16 71-415 Szczecin, Poland

1.4 DISABILITY GROUPS

The competition is open for swimmers with a physical or a visual impairment.

1.5 OFFERED EVENTS FOR BELOW SPORT CLASSES

S1 – S10, S11 – S13

1.6 TECHNICAL INFORMATION ABOUT COMPETITION POOL

Length: 50 meters
Number of lanes: 10
Number of lanes used during the competition: 10 (without lane ropes on outer side of 0 and 9 lanes; S11 only on lanes 1 – 8)
Depth of pool: 2.24 meters
Width of lane: 2.50 meters
Water temperature: 28°C

1.7 TECHNICAL INFORMATION ABOUT WARM-UP POOL

Length: 25 meters
Number of lanes: 6
Depth of pool: 1.00 – 3.60 meters
Width of lane: 2.00 meters
Water temperature: 28°C

Please be informed, that the warm-up pool is open from 13 November to the end of competitions on designated lanes.

All swimmers and coaches are requested to follow the warm-up procedure in order to ensure a safe and high quality warm-up for all participating athletes.

1.8 TECHNICAL DETAILS

Competition is held with automatic timing system and spectator electronic read-out board.



All events will be conducted as timed finals. Athletes' seeding will be done according to the entry times (irrespective of swimmer's Sport Class).

2. REGISTRATION PROCESS

2.1 ENTRY AND CLOSING DATE

Entries shall be returned to the organizing committee up to Final Entry Deadline **27 September 2018** by official Final Entry Booking Form.

Please be informed, that applications sent after deadline may not be accepted.

Please fill the Entry Form carefully and with full responsibility, no changes would be accepted after deadline! Teams record their application in Organizing Committee could be charged in case of changing or cancelling their Entry after deadline!

All relevant documents must be sent to all the following addresses:

Contact details are as follows:

1. Organizing Committee:

Name: Patricia Witkowska, Gregory Tesarek

E-mail: start-szczecin@post.pl, disabledswimming.szczecin@gmail.com

(please send all information to both LOC addresses!)

2.2 FINAL ENTRY BOOKING FORM

In order to make your necessary accommodation booking, and ensure transport and accreditation for your team you must submit your Final Entry Booking Form by the Final Entry Deadline (27 September 2018) to the LOC (on BOTH e-mails: start-szczecin@post.pl, disabledswimming.szczecin@gmail.com)



Final Entry Booking Form must contain the following, fulfilled information for your team:

- Page 1: Accreditation List
- Page 1B: Competition Entries
- Page 2: Accommodation Booking Request
- Page 3: Transport Information

3. ENTRY PACKAGE

3.1 BASIC ENTRY FEE

The registration fee (Basic Entry Fee) per each person (athletes & team officials) is 50 €. This cost includes:

- Optional: Transfer from/to Goleniów Airport to/from Szczecin City
- Daily transport shuttle (hotel-venue)
- Opening Banquet
- Competition operation costs

Fees must be paid to the Organizer upon arrival at the competition

3.2 CANCELATION OF COMING GUESTS/REFUNDS POLICY

Cancellations until the Final Entry Deadline (27 September 2018)	Teams are not liable to pay the basic entry fee for any cancelled participants
Cancellations between 28 September 2018 and 21 October 2018	Teams are liable to pay 50% of the basic entry fee and 50% of accommodation costs for any of cancelled participants (whole team costs in case of cancelling participation of team)
Cancellations from 22 October 2018	Teams are liable to pay 100% of the basic entry fee and 100% of accommodation costs for any of cancelled participants (whole team costs in case of cancelling participation of team)

For outstanding fees due to cancellation must be paid to the Organizer upon arrival at the competition. In case of cancelling a whole team after 27 September 2018 (and therefore when there would be no possibility for the team to pay at the LOC office), the LOC will issue an invoice for the relevant to the NPC for payment by bank transfer.



4. ACCOMMODATION/ALIMENTATION

Please be informed that Local Organizing Committee is responsible for the whole reservation in Radisson Blu Hotel, a 4-stars hotel with adaptation for disabled people. This Hotel has been chosen because of excellent standard and a high quality of service. Besides LOC cooperate with this hotel from 2006 and guarantee suitable accommodation during the competition. Radisson Hotel is also located close to competition object which allows an easily transport for all teams.

Below we present you accommodation details:

Hotel RADISSON Blu
Rodla Sq. 10
PL-70-419 Szczecin Poland
phone: +48 91 35 95 595
e-mail: reservations.szczecin@Radisson.com
www: www.radissonblu.com

Please note, that above hotel is the only official hotel for this competition and no other hotels are permitted to be used by competition participants.

The accommodation fee includes full board alimentation:

- Double room: **100 €** per person per day
- Single room: **120 €** per person per day

All accommodation fees must be paid directly to the LOC upon arrival at the competition, not to the Hotel. The hotel will be in charge only to collect any necessary extra costs incurred during your stay (i.e. laundry, telephone, mini bar, etc.)

4.1 EARLIER ARRIVALS

In normal conditions Radisson Blu hotel has check-in for guests at 2 p.m.

In special cases, we can try to welcome organized groups earlier than at 2 p.m., after consulting this matter with hotel's manager. Because of this fact, we kindly ask you to include this information in the Final Entry Form.

For the organization of accommodation for early arrivals and days outside of the Competition, please contact the LOC to make arrangements.



4.2 WHEELCHAIR USERS

To improve arranging accommodation, we kindly ask NPCs to fill with care the Final Entry Form with information about wheelchair users. This is necessary information for booking suitable rooms in Hotel.

4.3 PARKING

Information concern guests coming with their own cars. Please be informed, that the LOC will not refund payments for parking at hotel area. Charge should be paid at Radisson Blu Hotel reception.

CAR – 35 PLN / day (approx. € 9/day)

4.4 MEALS INFORMATION

Basic Entry Fee includes breakfast, lunch and dinner during the following period:

- First Meal – due to the arrival time
- Last Meal – due to the departure time

Time of meals:

Times of serving the first and the last meal will be adjusted to the arrival and departure time (if possible).

The rest of meals will be served according to the competition schedule.

The cost of alimentation is included in the total accommodation fee.



5. TRANSPORTATION

5.1 TRANSPORT DURING COMPETITION:

We pleasantly inform that Local Organizing Committee provides transportation adapted also for wheelchair users during the competition between the official hotel (Radisson Blue) and the competition venue (which is located two kilometres away from the hotel). Buses will be operating according to the transportation schedule.

5.2 TRANSPORTATION FROM AIRPORTS:

The recommended airport is:

Goleniów Airport – Poland

Nearest International Airport is Szczecin Airport (also known as Goleniow Airport - which is 40 kilometres from Cite Centre of Sport in Szczecin).

Organizing Committee provides transport support for groups using above airport.

Berlin-Schönefeld and Berlin-Tegel Airport – Germany

Another choice is to take a flight connection to Berlin Airport (Germany) - which is located 180 km from Szczecin.

Transfers for NPCs arriving to Berlin or other airports can be provided with additional cost as follows:

BUS/CAR SIZE	ONE-WAY (Szczecin-Berlin or Berlin-Szczecin)	TWO-WAYS (Berlin-Szczecin-Berlin)
8-people van	200 €	350 €
50-people bus	600 €	1100 €

NPCs must notify the organizers of their arrival and departure details by the final entry deadline (**27 September 2018**). Transfers cannot be guaranteed for information sent after this date.



6. COMPETITION DETAILS

6.1 TRAINING SCHEDULE

Trainings at the competition venue will be offered during classification days (November 13-15). Because of the limited availability of the 50 meters competition pool, some of the trainings will take place in the 25 meter warm-up pool.

The final training schedule for all participating teams will be prepared after receiving all entries by Local Organizing Committee and will be distributed to all participating teams upon arrival.

6.2 DOPING CONTROL

According to *The World Anti-Doping Code* doping control can be announced during competition. Polish Commission Against Doping in Sport will be watching over the right course of events and the same will be taking sample collections.

6.3 AWARDS

Only athletes who have been internationally classified and have been assigned a Sport Class (other than Not Eligible (NE)) will be eligible to receive individual awards.

Individual events will be conducted as “Point system multiple class events” and medals will be awarded to the 1st, 2nd, and 3rd swimmer according to World Para Swimming points.

Relay events will be conducted as “single class events” and medals will be awarded to all athletes of the 1st, 2nd, and 3rd team according to time.

All the relay teams are eligible to receive relay awards, even if the relay team consist of athletes who have not been internationally classified.

In the exceptional case where only three (3) or fewer athletes (relay teams) compete in an event, medals will be awarded following the “minus one rule”. This means if an event has only three (3) athletes competing in it, two (2) medals will be awarded.

Additional awards will be presented for the best male swimmer result (single highest WPS points result) and the best female result (single highest WPS points result).

6.4 WORLD PARA SWIMMING LICENCE

Only athletes with World Para Swimming license will be considered for World Para Swimming ranking and record lists.



6.5 STATUS OF COMPETITION

Winter Polish Open Championships in Swimming for Athletes with Disabilities 2018 is organized under the auspices of World Para Swimming with WPS Technical Delegate appointed. All records (including intermediate distances) made during this competition shall be automatically processed by World Para Swimming.

6.6 CONDUCT OF COMPETITION

Winter Polish Open Championships in Swimming competition will be conducted according to the current World Para Swimming Rules and Regulations.

6.7 VISA

In case your delegation will need to get Visas, below we present a list of the Polish Embassies abroad: bazateleadresowa.poland.gov.pl

For those needing a visa, a letter of invitation can be provided by the organizers with the correctly filled *Visa Support Request Letter* which contains details:

- Full name as in passport
- Function in team
- Passport number
- Passport expiry date
- Copy of passport (clear to see)

6.8 INSURANCE

Please note, that all participants (athletes and team officials) attending this event must ensure they have the appropriate personal, medical and travel insurance, as the event will not indemnify individual claims.



6.9 CLASSIFICATION

This competition offers international classification for the following impairment group.

- Physical impairment (PI) Tuesday 13th November – Thursday 15th November. PI classification will be held at the competition venue.

World Para Swimming will schedule athletes with a New or Review status pursuant with the below regulations, once NPCs have applied for a classification slot.

An athlete will only be permitted to undergo International Classification if he or she:

- Is registered and/or licensed with World Para Swimming pursuant to the relevant provisions in the World Para Swimming Rules and Regulations;
- Has been entered into the competition by the entry deadline;
- Has submitted Medical Diagnostics information (Medical Diagnostic Form and supporting documents) to the Sport Data Management System (SDMS)
- PI MDFs must be uploaded at least 6 weeks before the athlete undergoes classification.

If an Athlete is required to attend Athlete Evaluation, Athletes must arrive at the competition prior to the start of the classification period. World Para Swimming will schedule athletes in accordance with the classification period and not arrival dates of athletes. World Para Swimming WILL NOT entertain any request to change any athlete's classification times.

If an athlete is classified Non-eligible it is at the discretion of the Technical Delegate if the athlete is allowed to swim for performance only.

Athletes should take note of the Athlete Evaluation Requirements outlined in Article 4 (Athlete Evaluation) of the World Para Swimming Classification Rules and Regulations. Failure to comply with these rules may lead to the suspension of Athlete Evaluation.

For all further information about international classification please contact Jovana Zrnzevic at Jovana.Zrnzevic@WorldParaSwimming.org