



TEAMS GUIDE

1. WELCOME

World Para Swimming in cooperation with Japanese Para-Swimming Federation are pleased to share with you the Teams' Guide for the Para Swimming World Series Fuji-Shizuoka. Within the Guide, you will find all key information relating to the competition.

The 2025 edition of the World Series Fuji-Shizuoka serves as a vital stepping stone for athletes aiming to achieve the Minimum Qualification Standard (MQS) ahead of the 2025 World Championships in Singapore and offers a valuable opportunity to experience high-level international competition in Asia. It also provides an excellent platform for international debutants to gain global experience while marking an important milestone on the road to the Los Angeles 2028 Paralympics.

We look forward to welcoming you to Fuji-Shizuoka, home of the Japanese iconic Mount Fuji. This competition takes place at a pool located at the foot of Mount Fuji, offering a picturesque backdrop for the event.

Should you have any questions, please contact the key contacts below.

2. GENERAL INFORMATION

2.1. Dates & General Information

Entries open: 29 January 2025

Classification Entry Deadline: 19 February 2025

Entry Deadline: 12 March 2025

Training/Classification Dates: 7-9 April 2025

Competition Dates: 10-12 April 2025

LOC Main Contact: Junko Miyahara (Ms.)

ws-fuji@paraswim2.jp

World Para Swimming Technical Delegate: Jakub Krzywda

World Para Swimming Contact: Nicole Burns

Nicole.Burns@WorldParaSwimming.org

World Para Swimming Classification contact: Kanyali Ilako

Kanyali.Ilako@WorldParaSwimming.org

2.2. Venue Overview

The competition will take place at the Shizuoka Prefectural Fuji Swimming Pools, featuring a 10-lane, 50-meter competition pool, a 10-lane, 25-meter warm-up (diving) pool, and seating for up to 3,000 spectators.

Location: 266 Obuchi, Fuji, Shizuoka 417-0801 JAPAN

Website: <https://fuji-pool.jp/en/>

2.3. Traveling to Fuji/Shizuoka (Shimizu area)

The nearest international airport is the Tokyo/Haneda Airport, and there are a few other options including Tokyo/Narita Airport and Chubu Int'l Airport.

Distances and travel times from these airports to the hotels are:

From Tokyo/Haneda: 174km (2hrs by shuttle bus; 1hr30~2hrs by train + taxi)

From Tokyo/Narita: 238km (3hrs by shuttle bus; 2hr30~3hr by train + taxi)

From Nagoya/Chubu (Centrair): 209km (2hr40 by shuttle bus; 2hr~2hr30 by train + taxi)

Shuttle services are available for participating teams, connecting international airports (Haneda, Narita, and Nagoya) to hotels in the Shimizu area of Shizuoka. Additionally, transportation between the hotels and the competition venue is provided, either by bus or a combination of trains and buses. Detailed transportation options and pricing, and to apply, please visit: https://amarys-jtb.jp/paraswimming_ws2025/

Area maps are available here ([Int'l airports-Shizuoka map](#), [Venue-Hotels map](#)).

2.4. Visas

Each team is responsible to ensure they have the proper documentation to enter Japan.

Please use the following link to check if you require an entry VISA

https://www.mofa.go.jp/j_info/visit/visa/index.html

Should you require a visa, you can request a letter of support to LOC

(ws-fuji@paraswim2.jp) with the following information on all staff and athletes attending from your NPC:

- Full Name
- Position
- Passport Number
- Passport Expiry Date

Make sure to apply for your visa well in advance of the event, as the processing time may take longer than expected.

2.5. Accommodation and Transportation

The Local Organizing Committee offers a package for participating teams, including accommodations, transportation between the hotel and pool, and lunches and dinners served at the venue during the competition period. Breakfast will be served at the hotel for those choosing accommodations that include it; however, some hotels do not offer breakfast, providing flexibility in the package options. The package offers a choice of three hotels, two of which have step-free access to bathroom entrances, ensuring comfortable stays for wheelchair users. All hotels are located near JR Shimizu Station, approximately 30 km from the pool (around 35 minutes by car).

For more information and to apply, please visit:

https://amarys-jtb.jp/paraswimming_ws2025/

For further questions regarding accommodation and transportation, please contact jpsf_worldseries2025fuji@jtb.com

2.6. Competition Fee

Entry fee for athletes and team staff: 24,000 JPY

Should an athlete no longer able to attend, withdrawals are as per the WPS Rules and Regulations. Medical Withdrawals require a Medical Withdrawal form submitted to the WPS contact for confirmation.

Payments must be received by **14 March 2025**

Refunds of payments will be granted if withdrawal is made before 12 March 2025. After 12 March 2025, no refund will be provided.

To request for invoices, please email LOC (ws-fuji@paraswim2.jp) by 12 March 2025, with the following details:

- Name of NPC / National Federation
- Billing Address
- Number of Athletes and Team Officials entered
- Contact Details (Name, telephone number, email address)

Payment can be made by bank transfer.

Bank Name: MUFG Bank, Ltd.

Bank Address: 1-4-5 Marunouchi Chiyoda-ku Tokyo 100-8388 JAPAN

Swift Code: BOTKJPJT

Account Name: Japanese Para-Swimming Federation

Beneficiary Account Number: 462-3264792

3. SPORT ENTRIES

3.1. Entries

All entries must be through WPS Entry system. [SDMS \(ipc-services.org\)](https://sdms.ipc-services.org)

Important dates

Entries Open: 29 January 2025

Classification entry deadline: 19 February 2025

Entry Deadline: 12 March 2025

Please contact LOC and World Para Swimming at info@worldparaswimming.org for late entry consideration. When accepted, late entries should be submitted to LOC: (ws-fuji@paraswim2.jp) with an additional fee of 20,000 yen in addition to the general entry fee of 24,000 yen. No entry requests will be accepted after 28 March 2025.

Entries received after the Classification deadline will not receive a classification slot.

3.2. Competition Format and Programme

Para Swimming World Series events are run under Multi class competition format for both heats and finals. Points are determined using the World Para Swimming Points System.

For all Para Swimming World Series events the current World Para Swimming Rules and Regulations apply. They can be found on the World Para Swimming website (see Swimming – Rules & Regulations – Rules).

- Heats
 - 10 lanes will be used
 - Heats will be seeded by entry time
 - Warm up time: 7.45~9.15AM
 - Heats start time: 9.30AM
- Finals
 - 8 lanes will be used
 - Finals will be seeded by Points
 - Warm up time: 2.45~4.15PM
 - Finals start time: 4.30PM
 - The highest points scoring athletes in each event as determined by WPS Points system will be eligible for finals

Finals shall be formatted and prioritized in the following order:

- World Series Final A (1-8 Placed on Points)
- World Series Youth Final (1-8 placed on points scores of Youth athletes not in the A final).
- B Final (9-16 placed on points scores of athletes not involved in youth final)

- Youth and B finals will only take place if more than 4 athletes are eligible for the start list.
- Youth Final age group eligibility is 18 years and under (age at 31st December of competition year)

Finals priority order is outlined below

- Where a swimmer has made the A finals and Youth Final, they will only be entered into the A final. The A final will be prioritised over Youth and B final.
- Where a swimmer has made the B finals and Youth final, they will be only entered into the Youth Final. The Youth final will be prioritised over the B final

If necessary, a swim-off may be used to determine swimmers for an individual final, where point scores are equal, unless the swimmers are the same class then the fastest swimmer shall progress

There will be 2 reserve swimmers for Finals.

Direct finals will be in place for events with 8 or less entries, as per the WPS Rules and Regulations 10.10.1.2.1.

- WPS have implemented an exception to this rule for 50m Breaststroke and 150m Individual medley events to support development of a heat opportunity for lower class athletes.

Version 2 competition programme will be in place for the Para Swimming World Series Fuji-Shizuoka Competition programme below;

Day 1	Day 2	Day 3
100 Freestyle M/F (S1-14) 50 Backstroke M/F (S1-5) 100m Breaststroke M/F (SB4-9, 11-14) 50m Butterfly M/F (S2-7)	200m Freestyle M/F (S1-5, S14) 100m Butterfly M/F (S8-14) 50m Breaststroke M/F (SB1-3) 200 IM M/F (SM4-14)	100m Backstroke M/F (S1-2, 6-14) 50m Freestyle M/F (S1-13) 400m Freestyle M/F (S6-14) 150 IM M/F (SM1-4)
Mixed 4x100 Medley 49pt Relay Mixed 4x100 Medley S14 Relay Mixed 4x50 Medley 20pt Relay	Mixed 4x50 Freestyle 20pt Relay Mixed 4x100 Freestyle 34pt Relay Mixed 4x100 Freestyle 49pt Relay	Mixed 4x100 Freestyle S14 Relay Mixed 4x100 Medley 34pt Relay

3.3. Athlete Eligibility

Swimmers must:

- Be at a minimum hold an active World Para Swimming license for the Season 2025.
- Be entered by their NPC or NF, with the NPC being a good standing member of IPC
- Be 12 years of age or older by 31st December in the year of the competition

To compete in Para Swimming World Series finals, an athlete must have an International Classification status of Review (R), Fixed Date Review (FDR) or Confirmed (C).

- Any athlete on a New (N) Status not undergoing classification in the competition may only swim in heats and will not progress to finals.

4. COMPETITION INFORMATION

4.1. Competition Venue

Shizuoka Prefectural Fuji Pools

Location: 266 Obuchi, Fuji, Shizuoka 417-0801 JAPAN

Website: <https://fuji-pool.jp/en/>

The silver dome-shaped building is the swimming venue.

A large car park is located adjacent to the venue. Parking permits can be applied for via LOC.

The venue's floor plans are available here ([1st floor](#), [2nd floor](#)).

4.2. Training

Training on 7-9 April 2025 will take place at Fuji Pools (50m Competition Pool).

Lanes will be allocated to each nation between 9.00 AM and 5.00 PM. A separate notice will be communicated with registered NPCs for training time reservations.

Lane markings will be clearly displayed on the poolside outlining specific classification lanes, e.g. VI lane, S1-4 Lane.

In the competition pool on training days, lanes 0 and 9 are reserved for classification.

4.3. Warm Up/Swim Down

Warm up on competition days for heats and finals is available in the competition pool and warm up pool.

Warm up times in the competition pool are below:

- Heats: 7.45~9.15AM
- Finals: 2.45~4.15PM

All athletes must follow the warm up signage in place for the safety of all swimmers. Warm up lane allocations will also be shared in the technical meeting.

Swim down in the Warm up pool will close half an hour following the finish of the session.

4.4. Technical Meeting

The Technical Meeting will take place 9 April 2025 at time/TBC in the conference room of the **Splatt Fuji S Parks**, located adjacent to the Fuji Swimming Pools.

Technical Meeting presentation will be circulated to attending NPCs in advance of the meeting to prepare any questions.

Any equipment that is required to be checked by Technical Officials can be taken to the technical meeting and checked at the end of the meeting.

4.5. Call Rooms & Competition

There will be two (2) call rooms: 1-100m Call Room and 2- 50m and 150m Call Room. Locations for these call rooms will be published in the Venue plan and explained on site.

It is the responsibility of the athlete to report to the Call Room no later than 15 minutes prior to the scheduled start of their event.

Regulations outlined in the World Para Swimming Rules and Regulations concerning swimwear will apply; swimwear (caps, goggles and swimsuits) must be from the approved list and might be checked in the call room. Athletes will be escorted from the Call Room onto the pool deck.

4.6. Sport Information Desk (SID)

A Sport Information Desk will operate at the competition venue on the days of competition, as well as during any scheduled training sessions. It is the primary and only point of distribution for all event related information including the following:

- Distribution of start lists for the NPCs;
- Official communication with teams;

- Official forms distribution (Relay Declaration Form, Protest Form, Medical Withdrawal Form);
- Liaison between teams and LOC / World Para Swimming.

4.7. Accreditation

All athletes and team staff require accreditation in order to enter the venue and competition areas.

Accreditation registration is through the SDMS system at the following link
<https://db.ipc-services.org/accreditation> ..

Accreditation system open: 29 January 2025

Accreditation registration deadline: 12 March 2025

How to receive your accreditation will be provided at a later date.

If accreditation is lost, a fee of 3,000 yen will be charged for replacement at the Accreditation Centre.

4.8. Classification

This competition offers international classification for the following impairment types:

- Physical Impairment (PI) – 7-9 April 2025, times-tbc, Fuji Swimming Pools
- Vision Impairment (VI) – 7-9 April 2025, times-tbc, Splatt Fuji S parks
- Intellectual Impairment (II) – 7-9 April 2025, times-tbc, Splatt Fuji S Parks

World Para Swimming will schedule athletes with a New or Review status pursuant with the below regulations.

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

- Is licensed with World Para Swimming for the 2025 Season
- Has been entered into the competition by the classification entry deadline;
- The NPC has submitted their athlete priority list prior to the classification entry deadline
- Has submitted Medical Diagnostics information (Medical Diagnostic Form/TSAL and supporting documents) as requested by WPS to the SDMS by the final entry deadline

It is NPC responsibility to enter the required events for Classification observation purposes for the athlete in the Entry by Name. Details of which events can be used for observation are found at the following page on the WPS Website. [Para Swimming Classification Rules - Info for NPCs/NFs \(paralympic.org\)](https://www.paralympic.org/Para-Swimming-Classification-Rules-Info-for-NPCs/NFs)

Official posting of Classification results will be printed and posted in venue at a designated area. The classification team will notify NPCs of this location upon check in to classification. Results will be emailed to Team leaders for a secondary notification, however, please note the official posting time will be in venue.

4.9. Race Analysis, Ice Baths, and Blood Lactate Testing

A designated race analysis area can be reserved online (a link will be provided later) for a fee of 12,000 yen. Reservations will be processed on a first-come, first-served basis.

Please note that there is no ice bath area.

Nations planning to conduct lactate testing are requested to contact LOC in advance.

5. VICTORY CEREMONIES

Medal ceremonies will take place at the end of finals session.

World Series Medals to be awarded to the three highest points scorers in the World Series A final per event.

World Series Youth Medals to be awarded to the three highest points scorers of youth athletes across all finals per event.

WPS Minus one rule will be implemented where applicable as per the WPS Rules and Regulations.

6. ANTI-DOPING AND MEDICAL INFORMATION

6.1. Anti-Doping

The Anti-Doping control / processes will be carried out in full accordance with the IPC Anti-Doping Code and the IPC Doping Control Agreement.

<https://www.paralympic.org/swimming/rules-and-regulations/anti-doping>

Athletes may be subject to random doping tests throughout the period. Accreditation must be carried at all times for identity verification.

6.2. Medical Services at the Venue

Lifeguards and medical team will be on site for teams. Ambulance services can be called if necessary, according to the Japanese medical system.

6.3. Insurance

Each NPC must ensure that all members of their delegation are appropriately insured, including coverage for travel, liability, accidents and repatriation. All delegation members must have appropriate accident and health insurance accepted in order to compete. The LOC will provide only the first aid assistance in the venue

No medical insurance will be provided to any of the participants. All participants are responsible for obtaining their own medical insurance (including Repatriation Coverage) and will be responsible for any medical expenses resulting from participation in the event.

6.4. Medical Attention

The following details relate to emergency medical services:

Hospital near accommodation / Shimizu area, Shizuoka City

JCHO Sakuragaoka Hospital

13-23 Sakuragaokacho, Shimizu Ward, Shizuoka (start operation from early 2025)

054 353 5311

<https://sakuragaoka.jcho.go.jp/>

Hospital near the Venue / Fuji City

Fuji City Central Hospital

50 Takashimacho, Fuji, Shizuoka

054 552 1131

<http://byoin.city.fuji.shizuoka.jp/>

The emergency medical service number in Japan is **119**.

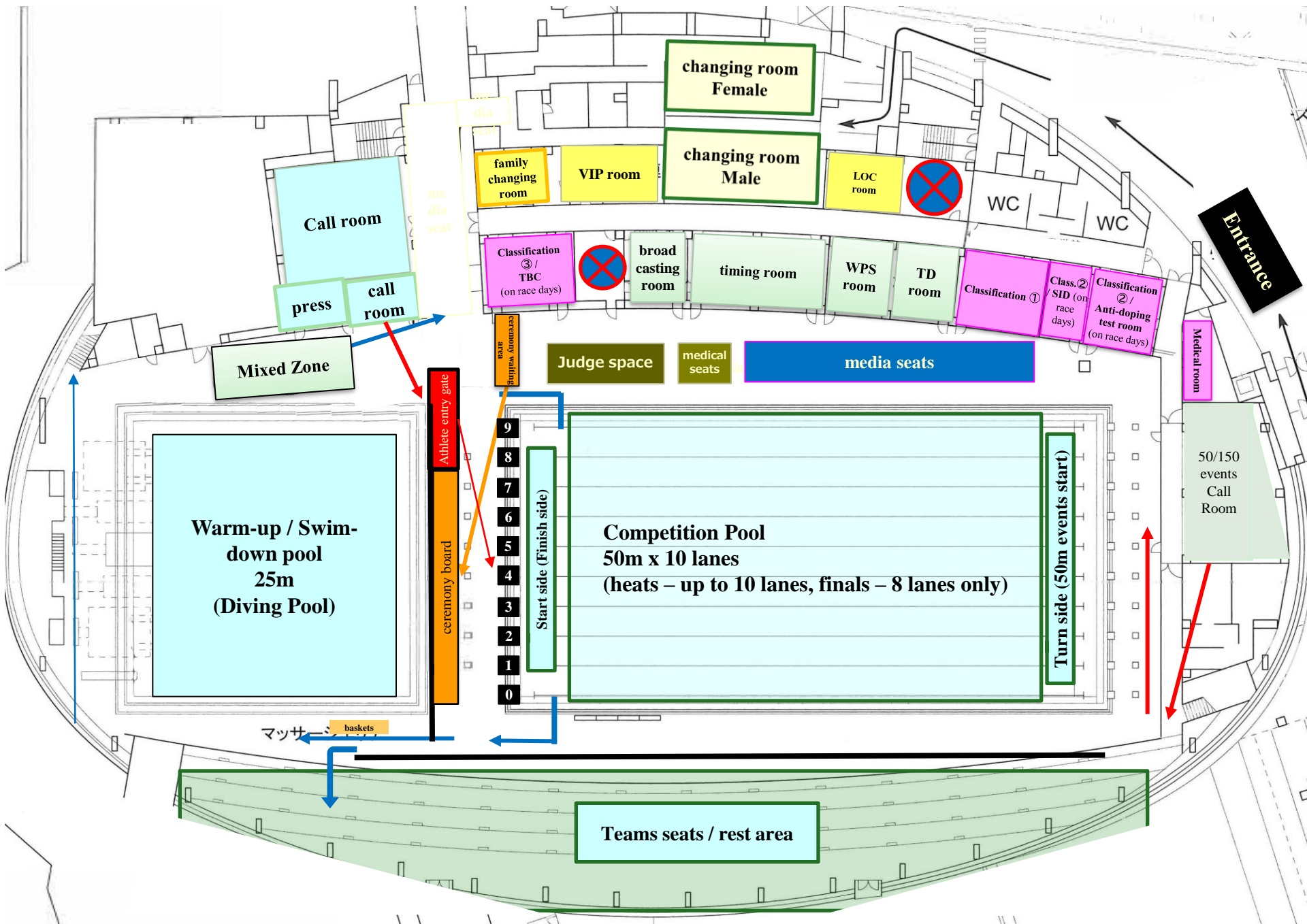
Links and external resources:

LOC Event website: . <https://ws2025.paraswim2.jp/>

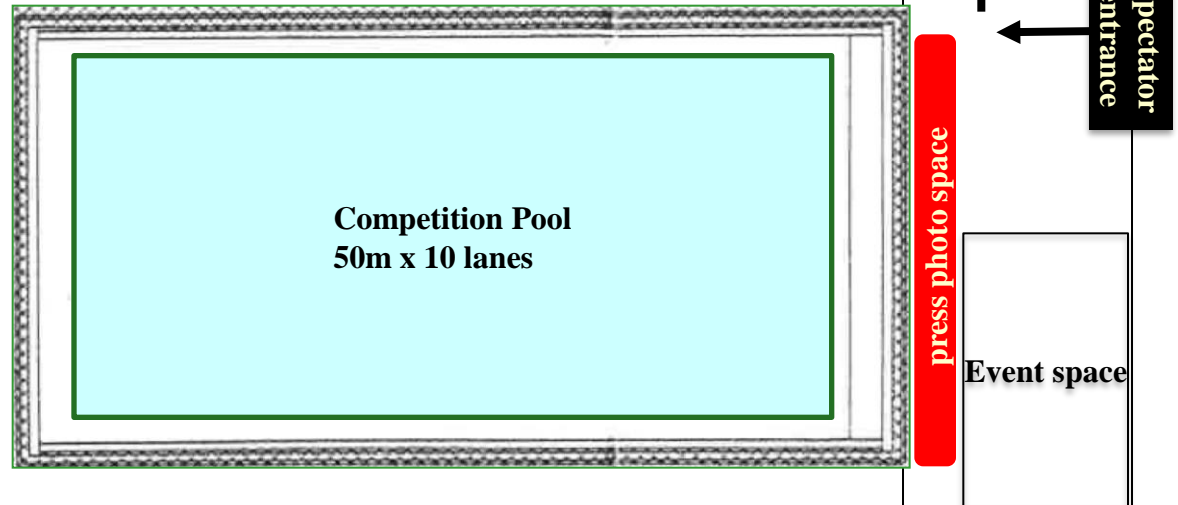
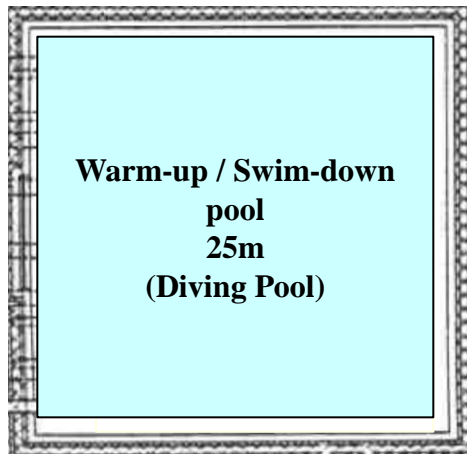
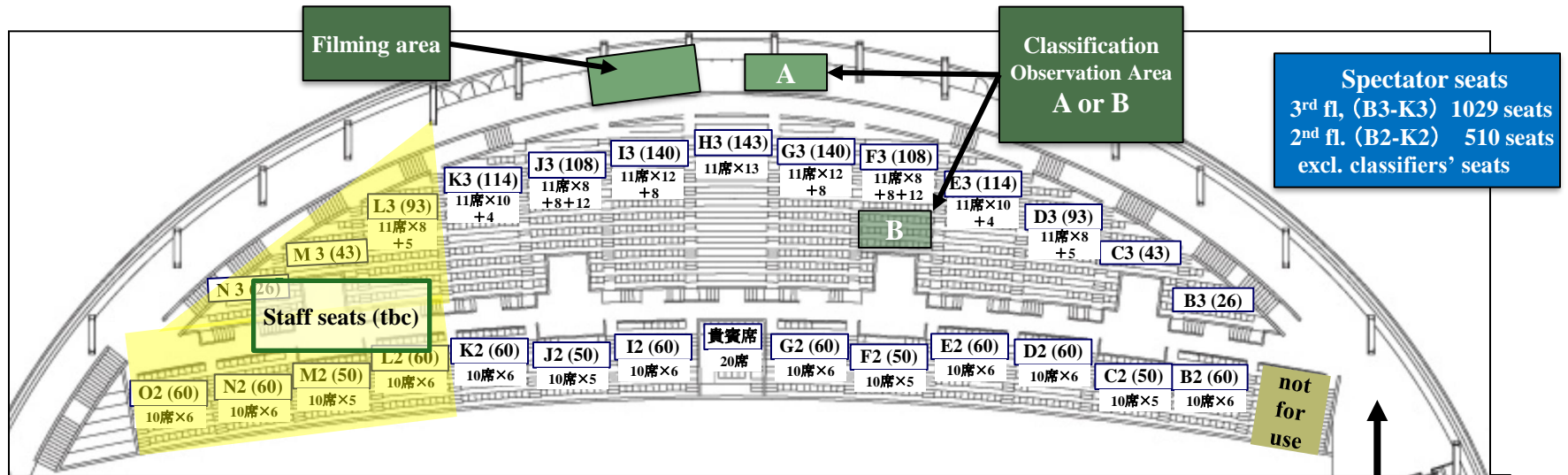
Accommodation & Transportation Packs: https://amarys-jtb.jp/paraswimming_ws2025/

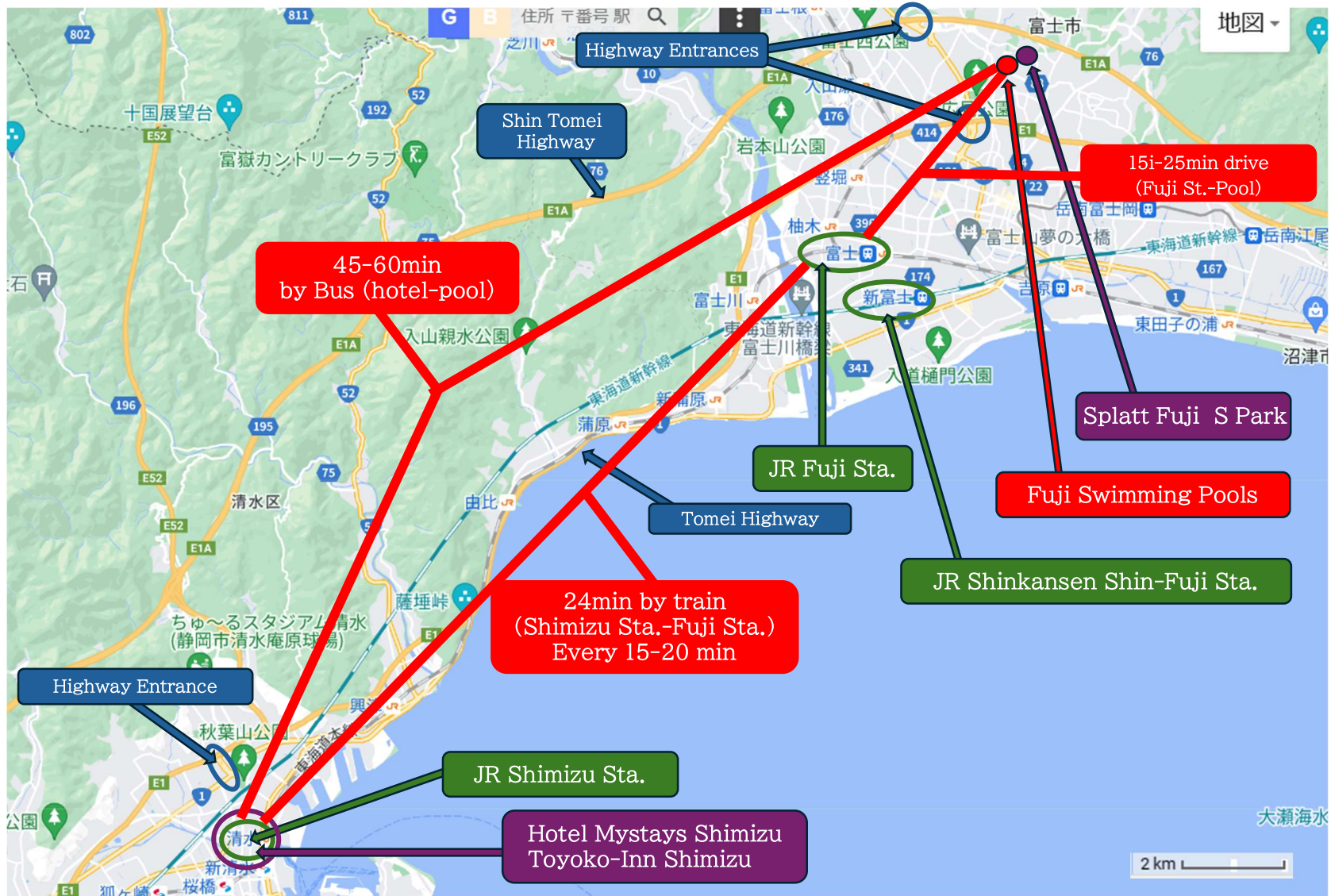
Shizuoka Prefectural Fuji Swimming Pools 1st floor

The floor plan illustrates the layout of the 1st floor, featuring a central **Competition Pool** (50m x 10 lanes) with lane numbers 0-9. To the left is a **Warm-up / Swim-down pool 25m (Diving Pool)**. To the right is a **50/150 events Call Room**. Above the pool are various rooms: **changing room Female**, **changing room Male**, **family changing room**, **VIP room**, **LOC room**, **WC**, **broad casting room**, **timing room**, **WPS room**, **TD room**, **Classification ③ / TBC (on race days)**, **Classification ①**, **Class.② / SID (on race days)**, **Classification ② / Anti-doping test room (on race days)**, **Medical room**, **media seats**, **Judge space**, **medical seats**, **Call room**, **press**, **call room**, **Mixed Zone**, **Athlete entry gate**, **ceremony board**, **baskets**, **マッサ**, **Teams seats / rest area**, and **Entrance**. Arrows indicate movement paths between these areas.



Shizuoka Prefectural Fuji Swimming Pools 2nd floor















Map: Int'l Airport to Shizuoka (Fuji/Shimizu)

