1. Attached please find:
   1.1 **Official List**
   With the support of Schools Sports Volunteers, **Student Officials are not required to serve on Day One and Final Day**.
   All officials should **report to the Convenor at 8:05am** at the Marshalling Stand.
   1.2 **Warm Up Rules**

2. **Officials**
   2.1 In view of tight schedule, all officials must report on time or the programme cannot be completed before 6:00pm.
   2.2 **If any official fails to report duty on time, students from the school concerned will be strictly prohibited from participating in any competition throughout the official absence period and further action will be taken.**
   2.3 The number of officials is just enough to run a competition and all officials should expect to work whole day.
   2.4 **Official vest will be provided** for easy identification. All officials must wear the vest during duty and return the vest to the Marshalling by the end of each competition day.
   2.5 **All officials should wear clean slippers** when entering the Pool Deck Area.

3. **Programme**
   3.1 Programme **WILL NOT BE MAILED / DISTRIBUTED** to schools. Schools are required to download sufficient copies from the HKSSF website.
   3.2 The Day One Programme has been uploaded to the HKSSF website on 27 September 2019.
   - Go to www.hkssf.org.hk 【 Inter-secondary Schools Sports Competition HK Island and Kowloon > Swimming > Programs and Results 】
   3.3 Final Day Programme will be available on the web on the next working day after competition.

4. **Rules**
   4.1 **One Start rule** will be implemented.
   4.2 All 200m races will be swum in timed final format.

5. **Substitution**
   Substitution can only be done before 8:45am prior to the start of 1st event on Heats Day & should be supported by doctors’ certificates. **The swimmer who is replaced will be prohibited to participate in any event on the same day.**

6. **Marshalling**
   6.1 Block 7 to 9 (E7 – E9) at the East Spectator Stand is for Marshalling.
   6.2 Each event will be called twice. All competitors must report to the Marshal.
   6.3 Any competitors who arrive after their race being sent to the poolside are liable to disqualification.

7. **Registration Card**
   7.1 Registration card must be produced when competitors report to the Marshal.
7.2 When swimmers finish their race, they must collect their registration cards and go back to the Spectator Stand / Cool Down Pool immediately. They are not allowed to wander around the Pool Deck Area.

8. **Warm Up**
8.1 Warm up will be allowed at main pool before competition.
8.2 **BOYS’ Session**: 8:15am – 8:30am.
8.3 **GIRLS’ Session**: 8:30am – 8:45am.
8.4 First event will start at 8:45am.
8.5 Competitors must leave the pool immediately once their warm up session has been ended.
8.6 Competitors must use the stairs allocated on each side of the pool when leaving the pool. **DO NOT pull themselves up at the touch pad area**, as this may affect the operation of the automatic officiating equipment.
8.7 Time for afternoon warm up will be announced on the competition day.

9. After finishing their races, swimmers must stay in their own lanes and should not leave until all swimmers have completed the race. Any undue obstruction to other swimmers may lead to disqualification.

10. **Cool Down**
The Diving Pool will be opened for cool down during competition. For the sake of swimmers’ safety and proper control of the cool down activities, please note for the followings:-
10.1 Swimmers are only allowed to use the cool down pool right after their races.
10.2 Swimmers must register with their registration card at the counter before entering the cool down pool.
10.3 Swimmers will only be given 15 minutes for cool down.
10.4 Swimmers must collect their registration card after cool down and return to the spectator stand.
10.5 No spectators will be entertained.

11. **Display of Results**
Results will be displayed at the foyer before entering to the spectator stand.

12. **Hygiene**
12.1 Swimmers, officials entering pool deck area **MUST WEAR SLIPPERS or without shoes**.
12.2 Swimmers should get changed and wash their bodies before warm up in the main pool.

13. **Safety**
13.1 Swimmers must not wander around or chasing each other in the corridor and the spectator stand.
13.2 Please keep the passageway clear to avoid congestion.
13.3 No eating, drinking is allowed at the spectator stand.
13.4 Teachers must instruct their swimmers to look after their personal belongings.

14. **Prize Presentation**
14.1 All winning teams can only send four representatives at the Prize Presentation Ceremony.
14.2 Due to limited space, photo taking is only allowed at the spectator stand.

Cheung Kit King
Convenor

To : Schools in Swimming Div. III (HK)
Date : 27th September 2019