



Best Practice Note for Head Coaches Attending Galas

April 2023

In preparation:

Prepare Meet Paperwork in advance:

1. Issue meet specific advice for swimmers and parents – such as nutrition, preparation
2. List of events and entries – heat sheets if possible.
3. Swimmers best times and race preparation advice
4. Split timing sheets to be completed during the meet
5. Relevant QTs – county, regional and national

Be prepared to spend long periods poolside – with adequate food and drink

Agree division of roles and responsibilities with Team Managers who will be attending

Arrange warm up groupings

During the Meet:

Arrive 30 minutes prior to first warm up to secure an adequate space for the squad to be positioned – post QTs in a visible location for swimmers to see.

Take Warm Ups including land based warm up – and ensure swimmers have the opportunity for event specific starts (i.e. backstroke)

Prepare swimmers for individual races

Record split times

Provide race and individual swimmer feedback

Initiate squad photos

After the Meet:

Provide a record of times and split times, highlighting any significant PBs or QTs, to the committee

Provide headlines and images to Social Media manager for publication on FB