



David J. Metcalf
Hon Swimming Officials Secretary

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29th December 2009

Dear Swimming Official,

Bedfordshire County Championships 2010

I am writing to ask for your assistance as a technical official at the Bedfordshire County Championships 2010. The County Championships once again, will be held at The Saxon Pool, Saxon Drive, Biggleswade, SG18 8SU.

I have attached to this email the full schedule of events.

Saturday	27 February 2010	Session 1	18:15 for 19:00 start	
Saturday	6 March 2010	Session 2&3	12:15 for 13:00 start	16:15* for 17:00 start
Sunday	7 March 2010	Session 4&5	12:15 for 13:00 start	16:15* for 17:00 start
Saturday	20 March 2010	Session 6&7	12:15 for 13:00 start	16:15* for 17:00 start
Sunday	21 March 2010	Session 8&9	12:15 for 13:00 start	16:15* for 17:00 start

** Evening start times may change dependant on entries, any amendment to the start times will be notified at a later date on the Beds ASA website.*

As with last year, all officials must be qualified for the duty which they used, this is to comply with the level 2 licence requirements. Please look at your diaries and try to volunteer for as many sessions as possible, by completing the form attached and returning this to me either by post or email, **no later than 1st February 2010**.

In sending this invitation I am making the assumption that you have current ASA Membership, as this is a requirement of the meet licence and provides insurance cover on poolside. If this is not the case, please contact your Club Secretary immediately to complete the ASA membership form. If you volunteer to help by the required date, please assume that your services are required unless you hear to the contrary. All officials are asked to arrive in plenty of time for the briefing and to wear white tops (county polo's if you have them) and trousers (or skirts for the ladies if they wish). If your circumstances change, and you are no longer available, please let me know as soon as possible so that a replacement can be found.

It is preferred that officials volunteer for both sessions on each day whenever possible, in the event that a particular day is over subscribed with volunteers, priority will be given to officials volunteering for both sessions. Refreshments (drink and food) are provided for officials doing two sessions, as in previous years. Officials doing only one session are most welcome to drinks before and after the session.

Finally you may have received a notification from me of a Technical Officials "Contemporary Issues" seminar taking place on Saturday 27th February 2010 between 3pm to 5pm, at the Saxon Pool. This is one of the two mandatory elements required for licensing. If you have not replied please do so as soon as possible to ensure a place, further details are available on the county website, on the course page.

Yours faithfully

A handwritten signature in black ink that reads 'David J. Metcalf'.

David J. Metcalf
Hon Swimming Officials Secretary

Bedfordshire County Championships Availability Form 2010

Name:				ASA No.	
Address:					
				Post Code	
Email:					
Telephone No:				Licensed	Yes / No
Club:					
Qualifications:	Referee	Judge 2 S	Judge L2	Judge L1	Timekeeper
<i>(please tick)</i>					
Sessions				Session willing to officiate please tick	
Saturday	27 February 2010	Session 1	18:15 for 19:00 start		
Saturday	6 March 2010	Session 2	12:15 for 13:00 start		
Saturday	6 March 2010	Session 3	16:15* for 17:00 start		
Sunday	7 March 2010	Session 4	12:15 for 13:00 start		
Sunday	7 March 2010	Session 5	16:15* for 17:00 start		
Saturday	20 March 2010	Session 6&7	12:15 for 13:00 start		
Saturday	20 March 2010	Session 6&7	16:15* for 17:00 start		
Sunday	21 March 2010	Session 8&9	12:15 for 13:00 start		
Sunday	21 March 2010	Session 8&9	16:15* for 17:00 start		
<i>* Evening start times may change dependant on entries, start times will be notified later on the web if different</i>					
EMAIL CIRCULATION LIST					
<p>Bedfordshire ASA has an email circulation list which is used to keep officials up to date on courses and newsletters etc. Your details will be automatically added to this list unless you specifically ask to be not added. The list is not used for other organisations outside swimming and details are not sold / given to third parties. If your details change during the year please inform David Metcalf who maintains the circulation list.</p>					
MENTORING					
<p>There may be opportunities for officials to be mentored during the Championships, if you wish to take up any opportunity available please indicate here.</p>					
BEDFORDSHIRE ASA POLO SHIRTS					
<p>You as an official may wish to purchase a Beds ASA white coloured polo shirt, they can be purchased at £10.00. If you wish to purchase one of these please indicate below and we will arrange for a shirt to be available on the day.</p>					
* I wish to purchase a Beds ASA polo shirt size *small/medium/large/XL/XXL/XXXL (* delete as applicable)					

SCHEDULE OF EVENTS

SESSION 1

Saturday 27th February 2010 – Start 19:00

101	Male	1500m Freestyle
102	Female	1500m Freestyle

SESSION 2

Saturday 6th March 2010 – Start 13:00

201	Male	800m Freestyle
202	Female	800m Freestyle
203	Female All Ages	200m Backstroke
204	Male All Ages	200m Backstroke
205	Female 11 & Over	100m Breaststroke
206	Male 12 & Over	100m Breaststroke
207	Female Open	4 x 50m Free Team
208	Male Open	4 x 50m Free Team

SESSION 3

Saturday 6th March 2010 – Start tba

301	Female All Ages	200m Individual Med
302	Male All Ages	200m Individual Med
303	Female 11 & Over	100m Freestyle
304	Male 12 & Over	100m Freestyle
305	Female All Ages	200m Butterfly
306	Male All Ages	200m Butterfly

SESSION 4

Sunday 7th March 2010 – Start 13:00

401	Male 13 & Under	200m Freestyle
402	Female 12 & Under	100m Individual Med
403	Male 13 & Under	50m Breaststroke
404	Female 12 & Under	50m Butterfly
405	Male 13 & Under	50m Butterfly
406	Female 12 & Under	50m Breaststroke
407	Male 10 & Under	4 x 50m Free Team
408	Female 10 & Under	4 x 50m Medley Team
409	Male 11 - 14	4 x 50m Medley Team
410	Female 11 - 13	4 x 50m Free Team
411	Round 1	Male Junior SKINS
	Round 1	Female Junior SKINS
	Round 7	Male Junior SKINS
	Round 7	Female Junior SKINS

SESSION 5

Sunday 7th March 2010 – Start tba

501	Male 15 - 18	4 x 50m Medley Team
502	Female 14 - 17	4 x 50m Medley Team
503	Male 14 & Over	200m Freestyle
504	Female 13 & Over	100m Individual Med
	BREAK/PRESENTATIONS	
505	Male 14 & Over	50m Butterfly
506	Female 13 & Over	50m Breaststroke
	BREAK/PRESENTATIONS	
507	Male 14 & Over	50m Breaststroke
508	Female 13 & Over	50m Butterfly
509	Male Open	4 x 100m Free Team
510	Female Open	4 x 100m Free Team

SESSION 6

Saturday 20th March 2010 – Start 13:00

601	Female 10 & Over	400m Individual Med
602	Male 10 & Over	400m Individual Med
603	Female 11 & Over	100m Butterfly
604	Male 12 & Over	100m Butterfly
605	Female All Ages	200m Breaststroke
606	Male All Ages	200m Breaststroke

SESSION 7

Saturday 20th March 2010 – Start tba

701	Male Open	4 x 100 Medley Team
702	Female Open	4 x 100 Medley Team
703	Male 10 & Over	400m Freestyle
704	Female 10 & Over	400m Freestyle
705	Male 12 & Over	100m Backstroke
706	Female 11 & Over	100m Backstroke

SESSION 8

Sunday 21st March 2010 – Start 13:00

801	Female 12 & Under	200m Freestyle
802	Male 13 & Under	100m Individual Med
803	Female 12 & Under	50m Backstroke
804	Male 13 & Under	50m Freestyle
805	Female 12 & Under	50m Freestyle
806	Male 13 & Under	50m Backstroke
807	Female 10 & Under	4 x 50m Free Team
808	Male 10 & Under	4 x 50m Medley Team
809	Female 11 - 13	4 x 50m Medley Team
810	Male 11 - 14	4 x 50m Free Team

SESSION 9

Sunday 21st March 2010 – Start tba

901	Male 15 - 18	4 x 50m Free Team
902	Female 14 - 17	4 x 50m Free Team
903	Male 14 & Over	100m Individual Med
904	Female 13 & Over	200m Freestyle
	BREAK/PRESENTATIONS	
905	Male 14 & Over	50m Backstroke
906	Female 13 & Over	50m Freestyle
	BREAK/PRESENTATIONS	
907	Male 14 & Over	50m Freestyle
908	Female 13 & Over	50m Backstroke
909	Male Open	4 x 50m Medley Team
920	Female Open	4 x 50m Medley Team
	BREAK/PRESENTATIONS/SKINS Briefing	
921	Round 1	Male Senior SKINS
	Round 1	Female Senior SKINS
	Round 7	Male Senior SKINS
	Round 7	Female Senior SKINS