

Hello to all of the South West Region's licensed officials.

Thank you for your continued support officiating at swimming events.

Important contact emails:

SW Regional Official's Secretary

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SW Regional Officials Training and Development Coordinator

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I am writing to you in my role of your Regional Officials Training and Development Coordinator to keep you up to date with training and development opportunities.

I hope all is going well as this swimming season draws to a close.

Thank you to all of you who have recently completed your J1 training and joined the group of SW licensed officials.

Thank you to all those who have enrolled on a new qualification.

Thank you to all of you who keep on officiating week after week.

"You are receiving this email as a Swim England Technical Official. If you no longer wish us to contact you in this regard please visit www.swimmingmembers.org and update your Data Protection Choices."

Renewing Licences. When the time comes to renew your licence you will receive an email from Swim England. Remember all licences due in 2021 were extended to 2022 and those due in 2022 were extended to 2023. Arrangements will be made and shared with everyone to deliver CPD by ZOOM for any FINA Rules update that is issued whether this is during the autumn of 2022 or the spring of 2023. Until then the rules update issued in 2017 is still the current set of rules. By invitation, multiple ZOOM sessions were held at the start of the year, for officials who had not attended the mandatory 2017 Fina Rules Update. As the anticipated next set of rules has not yet been issued a further plan is now needed for the FEW who haven't attended the current update so they can renew their licences during the Autumn of 2022. If this applies to you, please contact Jill Beard to discuss the options. beardfamilyuk@icloud.com

Mentored experience at differing levels of meet

It's important to note it is once again mandated that all trainee candidates, whatever the level of their qualification, will need to have attended licensed meets for mentored training at levels 1 or 2 AND level 3 as you progress with your practical phase.

Competing J1 qualifications

All old style J1 face to face training has now ended (on 31/3/22). Old style candidates lost their status as J1 trainees and are now “stand alone timekeepers”. The only J1 training now in progress is for those who are following the online route. Online candidates who completed the online phase before 31/08/21 must complete, or present extenuating circumstances for extension, by 31/07/22. All other more recent online candidates have 11 months from the date on their theory certificate to complete. **If you are aware of any J1 trainees affected by the 31/07/22 deadline, please ask them to get in touch with Jill Beard immediately.**

The Region is pleased to invite all our licensed officials to attend the Autumn 2022 SW Regional competitions You do not need to have swimmers taking part to attend.

1. The joint **South West & South East Region Para Swim Event** is being held on September 25th at Hengrove in Bristol. (Please note the venue change from Horfield). The event is a fantastic way to experience officiating for multi class Para swimming. The gala is preceded by the opportunity to attend the British swimming Para Swim CPD. This is for anyone who has not attended the Para Swim CPD since 2018 when the latest rule and classification descriptions were adopted. The tutor for the CPD is David Jones from Wiltshire. The CPD runs from noon until 3.00pm and includes lunch. Reporting for the gala is set for approximately 3.15pm. The module is highly recommended for newly qualified referees and starters as well as those in training to be referees. [Note both the CPD link and the gala link need to be completed if you want to secure a place at the CPD session and then officiate/gain experience at the gala]
2. The Winter Championships are planned for Friday 4th Saturday 5th and Sunday 6th November at Millfield
3. Other events including masters’ events will all be added to the Swim-Meet link and all provide excellent opportunity for mentored training as well as officiating.

If you would like to take up any of these opportunities all you have to do is fill in your details in the following link (choose the competition, then choose the session(s))

<https://www.swim-meet.com/OfficialsSignup/SwimEnglandSouthWest/>

Questions about Officiating at Regional Events

Regional Officials Secretary Nicky Vause, [email swofficialssecretary@gmail.com](mailto:swofficialssecretary@gmail.com)

can answer questions you might have about attending as a volunteer licensed official or supernumerary trainee to be mentored.

All attendance must be arranged in advance so duties, mentoring and catering can be confirmed.

Please use the Notes field in “swim-meet” when you fill in your details on the form if there is anything you particularly need from any mentoring. Please remember, because all officials at the Level 2 Winter Championships must be qualified and licensed for the job they are doing, you may be needed to officiate at any role you are qualified for. However, opportunities for supernumerary mentoring at J2 level will be given when possible. The minimum qualification for the Para Swim event is being qualified as a J1.

Background information on officiating and training in the South West can be found in the Swimming Discipline Section of the South West Website. (Scroll down to the official’s section). There is information on expenses policy, volunteering for events and applying for SW funded training for J1 and J2.

Recruiting new volunteers to become officials

All licensed officials are well placed to encourage new volunteers to join the official’s family. The following is background information you can share with aspiring officials.

Timekeeper qualification

Allows volunteers to work at L4 and unlicensed events (where Promoters conditions allow)

The timekeeper qualification is an online course that costs the individual £5 and can be found at <https://www.swimming.org/ios/course/3847>

Once completed the candidate should keep a copy of the certificate they get at the end of the course and **upload it following the instructions at the end of the module to** their personal membership record. Then they should show it to their club so they can assist in arranging sign off as an official who is competent to time keep. This is very light touch but must be done and a certificate issued that is then also uploaded to their personal record. All the County Coordinators and all the Referees who are members of the Regional WhatsApp tutor group have a copy of the instructions and the certificate. Anyone else that would find them useful please email Jill Beard. This evidence will be needed by the Regional Licensing Officer the first time the Timekeeper helps at a L4 gala.

It is not necessary to undertake this course before embarking on J1 training but if a timekeeper does want to progress, they can do so by following a shortened version of the fully funded SW J1 online course. To be granted a SW voucher the application must follow the process outlined in the document found at the following [link](#) which can be found on the regional website.

J1 Training

This can begin without studying timekeeping beforehand and includes that timekeeper content along with the other duties of being a J1. The application process can be found at the following [link](#) on the regional website. The candidate studies on their own at a time that suits them. The Region generously funds the course fee of £20 and if the candidate has any questions, they can ask the Regional Officials Training and Development Coordinator for help through a dedicated email address of swofficialsj1online@gmail.com. Candidates can finish within an evening or take a bite sized approach over several weeks. Once they complete online the candidate must upload their certificate following the instructions in the module and

this triggers the dispatch of their logbook. The Regional Coordinator also emails them with the name of the Referee who will guide them towards appropriate poolside experiences and introduces their County Coordinator.

Many of you will meet candidates as they step onto poolside for their mentored practice. They will be nervous at first but with your help will rapidly put their theoretical knowledge into practice. It only takes around 15 hours of mentored practice on deck to complete the J1 qualification. Along the way they must be signed off as timekeeper competent if they are to be included on any licensed meet returns whilst still a J1 trainee. A proportion of their practical work can be done in a mentored club sessions but only a British Swimming Referee can sign off their competencies. If you are mentoring a candidate, please write helpful comments that shows the candidate and a Referee looking to sign off the competency what their knowledge level is.

The whole process is completed by the candidate uploading their fully completed competency page which is the evidence of completing their training. Once they have uploaded a passport style photo to <https://www.swimmingresults.org/biogs/> they will automatically receive their licence card. Finally, the Tutor or County Coordinator will tell the Regional Coordinator so a record of the success of the regional funded scheme can be maintained, and the Regional Licencing Officer be told about a new official.

J2 & J2S Training

The application form for enrolling on J2 or J2S courses has been updated and can be found at the following [link](#) on the British Swimming Website. The eligibility requirement is 16 years of age and evidence of 20hours post qualification as a J1 to commence training as J2. The same criteria apply for commencing training as J2S (20 hours as a J2 post qualifying as a J2)

THE REGION PAYS THE COURSE FEES in recognition of your continued support as technical officials.

How to apply for J2

The initial theory training is delivered by a ZOOM session once a month on a rolling basis. Sessions are already in the calendar for the last Wednesday of the month at 7.30pm (August 31st; September 28th; October 26th; November 30th and finally in 2022 December 21st). 53 candidates have already attended one of the sessions held since October 2021 and many have already gone on to complete the qualification at a wide range of events that suited the candidates.

If you want to train as a J2 please fill in the application form and send it to the Regional Coordinator Jill Beard along with a brief list of your minimum of 20 post qualification hours and indication of which ZOOM session you wish to attend. You will then be sent the appropriate ZOOM link and some pre course work. As soon as a candidate has attended their County Coordinator is told who arranges for the dispatch of the J2 workbook and they will arrange for a senior official to support you through your training.

J2S (starter) training is delivered by each County on demand. So please apply to your respective County Coordinator using the British Swimming application form plus evidence of your 20 post qualification hours.

Referee training The next intake will be for training in 2023. The annual recruitment process is advertised in British Swimming News. The eligibility criteria are 19 years of age and 50 hours of experience since qualifying as a Starter. Plus, having completed the short online guide to refereeing course and having your application endorsed by your County Coordinator and myself as your Regional Coordinator.

British Swimming Development Programme for Referees and Starters is also advertised through British Swimming News and to be eligible candidates need to have attended several national events. Recruitment for which also happens through receiving "British Officials Newsletters"

The link to sign up for British Swimming Officials News is <https://www.swimmingresults.org/officialsnews/>

Please feel free to ask me any questions you might have about Swim Officials Training and Development. I wish you all continued success with your officiating.

Jill Beard
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