

World Para  
**Swimming**

PARA SWIMMING  
WORLD SERIES  
**AUSTRALIA**



# TEAMS GUIDE

## 1. WELCOME

World Para Swimming in cooperation with Swimming Australia are pleased to share with you the Teams Guide for the Para Swimming World Series Australia. Within the Guide, you will find all key information relating to the competition.

We look forward to welcoming you to Melbourne and should you have any questions, please contact the key contacts below.

## 2. GENERAL INFORMATION

### 2.1. Dates & General Information

Entries open: 29 November 2024

Classification Entry Deadline: 12 December 2024

Entry Deadline: 16 January 2025

Training/Classification Dates: 11 – 13 February 2025

Competition Dates: 14 – 16 February 2025

LOC Main Contact: Shannon Baker [Shannon.baker@swimming.org.au](mailto:Shannon.baker@swimming.org.au)

LOC Event Contact: Aleks Ilic [Aleksandria.ilic@swimming.org.au](mailto:Aleksandria.ilic@swimming.org.au)

World Para Swimming Technical Delegate: Mark Rieniets

World Para Swimming Contact: Nicole Burns

[Nicole.Burns@WorldParaSwimming.org](mailto:Nicole.Burns@WorldParaSwimming.org)

World Para Swimming Classification contact: Franziska Zenk

[Franziska.Zenk@WorldParaSwimming.org](mailto:Franziska.Zenk@WorldParaSwimming.org)

### 2.2. Venue Overview

The competition will be held at Melbourne Sport & Aquatic Centre (MSAC). The 3000 seat facility features 2 x 10 lane 50m pools, 25m indoor lap pool, multi-purpose pool, Hydrotherapy pool, Gym, spa, sauna and steam room.

Location: [Melbourne Sports and Aquatic Centre, Albert Park, Melbourne, Victoria, Australia](#)

Venue website: <https://melbournesportscentres.com.au/msac>

### 2.3. Traveling to Melbourne, Australia

Melbourne Airport (Tullamarine Airport) is located approximately 25 - 30 minute drive from Albert Park, VIC.

Address: Departure Dr, Melbourne Airport VIC 3045

### 2.4. Visas

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

Please use the following link to check if you require an entry VISA  
<https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-finder/visit>

Should you require a visa, you can request a letter of support to [Sam.watson@swimming.org.au](mailto:Sam.watson@swimming.org.au) with the following information on all staff and athlete's attending from your NPC:

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

### 2.5. Accommodation and Transportation

The LOC will not be offering a transport package for this event.

Federations are asked to coordinate their own transport as there are a number of options available:

#### DiDi

Alternate option to Uber but generally a cheaper rate. A DiDi fare from Melbourne Airport to South Melbourne will cost approximately \$35-\$50. You will require the DiDi app on your mobile device to be able to request one.

#### Taxi

A taxi fare from Melbourne Airport to South Melbourne will cost approximately \$70 - \$80.

There is a convenient taxi rank located outside Melbourne Airport across from the terminals. If you require a taxi to be transported around Melbourne you can call 13 2227.

#### Uber

An uber fare from Melbourne Airport to South Melbourne will cost approximately \$55 - \$65. You will require the uber app on your mobile device to be able to request an uber.

## Shuttle Bus

SkyBus runs express bus services every 10 minutes between Melbourne Airport and Melbourne CBD, operating all day, every day at a flat rate of \$19 one-way.

They have service desks conveniently located at each terminal and provide a free City Hotel Shuttle. Skybus also provides direct services to St Kilda, Southbank, Docklands, Frankston and Peninsula <https://www.melbourneairport.com.au/Passengers/To-from-the-airport/Buses-shuttles>.

## Rental Cars

Melbourne Airport offers six car rentals companies, located on the ground floor of the Airport at Terminal T123 car park. You can search and compare the best deals to suit your travel needs by following the link

<https://www.melbourneairport.com.au/Passengers/To-from-the-airport/Melbourne-Airport-Car-Rental>

## Trams

Trams are a major form of public transport in Melbourne. Tram stop number 131 is located directly out the front of MSAC with trams arriving and departing frequently. This tram stop is located on Tram line 12 St Kilda – Victoria Gardens.

Myki cards are available for purchase from 7/11 and local convenience stores. This card can be loaded with money and is required to be able to ride the tram. For more info on tram transport please follow the link <https://www.ptv.vic.gov.au/more/travelling-on-the-network/visiting-melbourne-and-victoria/>

## Accommodation

Federations and NPCs will be required to coordinate their own accommodation. There are a number of accommodation options in the Albert Park area within a 5km radius of MSAC.

The official accommodation recommendation is;

### **Mercure/Pullman Melbourne Albert Park**

65 Queens Rd, Melbourne VIC 3004

<https://www.pullmanalbertpark.com.au/>

Please reach out to: PULLMAN Albert Park Melbourne [H8788-sb9@accor.com](mailto:H8788-sb9@accor.com) to organise your stay at a discounted rate through their representative

When reaching out, use subject line: WPS Accommodation for *\*insert country name\** (e.g. WPS Accommodation for Australia)

Please note the deadline for the discounted room rates will be up to the hotel and are subject to availability on first come, first serve basis.

## 2.6. Competition Fee

Competition Entry fee for athletes: \$120 (one rate to cover all entries)

Entry fee for Coaches/Staff: \$100

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 Friday 31<sup>st</sup> January.

Refunds of payments will be granted if withdrawal is made before 7 February 2024. After 7 February 2024 no refund will be provided.

To request for invoices, please email [Lourdes.osores@swimming.org.au](mailto:Lourdes.osores@swimming.org.au) 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)

## 3. SPORT ENTRIES

### 3.1. Entries

**International swimmers** entering the Para Swimming World Series Australia:

- Enter at [www.paralympic.org/entries](http://www.paralympic.org/entries)
- Only NPC/NF representatives with access to the IPC SDMS can process the entries.

**Australian swimmers who are internationally classified and licensed** entering the Para Swimming World Series Australia:

- Visit Swim Central and access the **2025 Para Swimming World Series Australia** competition page to enter online through the entry portal.
- If you are nominated for international classification, Swimming Australia will advise which events you are required to enter for *classification observation purposes*. These events must also be entered into Swim Central.

**Australian swimmers who are not internationally classified and licensed** are not eligible to enter the Para Swimming World Series Australia.

- Visit the [Swimming Victoria](http://Swimming Victoria) website for information on entering the 2025 Victorian Open Long Course event.

- International swimmers may only enter Victoria Open long Course events that are not offered in the Para Swimming World Series Australia programme.

### Important dates

Entries open: 29 November 2024

Classification Entry Deadline: 12 December 2024

Entry Deadline: 16 January 2025

Late Entries will be accepted for 24 hours after the entry deadline at a cost of \$50 per event. Late entries can be submitted to [Aleksandria.ilic@swimming.org.au](mailto:Aleksandria.ilic@swimming.org.au).

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: 7:00am
  - Heats start time: 8:30am
- Finals
  - 8 lanes will be used
  - Finals will be seeded by Points
  - Warm up time: 3:00pm
  - 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).
  - Youth 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 31<sup>st</sup> December of competition year)

- World Series B Final (9-16 placed on Points)
  - B finals will only take place if more than 24 athletes are eligible for the start list.

World Para Swimming's and the LOC will confirm the Youth Final and B finals programme of events following final entries.

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 may 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.

Relays - Nations may enter multiple relay teams per relay event. SDMS entry only allows one relay entry therefore please email [nicole.burns@worldparaswimming.org](mailto:nicole.burns@worldparaswimming.org) for additional team entry requests. Note all athletes must meet the athlete eligibility requirements

Medals will be awarded to top 3 teams to finish. Subject to the minus 1 rule.

Version 1 of the competition programme will be in place for the Para Swimming World Series Australia. Competition programme below;

| Day 1                         | Day 2                            | Day 3                            |
|-------------------------------|----------------------------------|----------------------------------|
| 100 Freestyle M/F (S1-14)     | 400m Freestyle M/F (S6-14)       | 100m Backstroke M/F (S1-14)      |
| 150 IM M/F (SM1-4)            | 50 Backstroke M/F (S1-13)        | 50m Freestyle M/F (S1-13)        |
| 50m Butterfly M/F (S2-13)     | 100m Breaststroke M/F (SB2-14)   | 200 IM M/F (SM5-14)              |
| 200m Freestyle M/F (S1-14)    | 50m Breaststroke M/F (SB1-13)    | 100m Butterfly M/F (S5-14)       |
| Mixed 4x100 Medley 49pt Relay | Mixed 4x100 Freestyle S14 Relay  | Mixed 4x50 Medley 20pt Relay     |
| Mixed 4x100 Medley 34pt Relay | Mixed 4x100 Freestyle 34pt Relay | Mixed 4x100 Freestyle 49pt Relay |
| Mixed 4x100 Medley S14 Relay  | Mixed 4x50 Freestyle 20pt 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 31<sup>st</sup> 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

[Melbourne Sports and Aquatic Centre](#), Albert Park, Melbourne, Victoria, Australia.

### 4.2. Training

There will be lane space available for athletes arriving early to Melbourne in preparation for classification and competition.

Training times are below:

| DATE                  | POOLS                      | TIME           |
|-----------------------|----------------------------|----------------|
| Monday 10 February    | 50m Indoor Pool (4 lanes)  | 9:00 – 11:00am |
|                       | 50m Indoor Pool (4 lanes)  | 3:00 – 5:00pm  |
| Tuesday 11 February   | 50m Indoor Pool (3 lanes)  | 9:00 – 11:00am |
|                       | 50m Indoor Pool (4 lanes)  | 3:00 – 5:00pm  |
| Wednesday 12 February | 50m Indoor Pool (4 lanes)  | 9:00 – 11:00am |
|                       | 50m Outdoor Pool (4 lanes) | 4:00 – 6:00pm  |
| Thursday 13 February  | 50m Outdoor Pool (4 lanes) | 9:00 – 11:00am |
|                       | 50m Outdoor Pool (4 lanes) | 4:00 – 6:00pm  |



Lane markings will be clearly displayed on the poolside outlining specific classification lanes, e.g. VI lane, S1-4 Lane. In the indoor 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: 7:00am
- Finals: 3:00pm

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 on Thursday 13 February at 3:00pm in the MSAC Boardroom.

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 or at the start of the each session.

#### **4.5. Call Rooms & Competition**

There will be one call room next to competition pool.

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. If athletes have multiple races in the one session, the Technical Delegate must be informed prior to the start of the applicable session, and they may be marked off for more than one event at a time and enter the call room for their second event within the 15 minute cut off.

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. If wearing two caps, both caps must be compliant with World Para Swimming rules. 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>. Only NF/NPC representatives are able to enter accreditation on behalf of their teams.

**Australian athletes** – your accreditation will be added on receipt of your entries to the competition.

**Australian coaches/staff** – Please apply for your accreditation through Swim Central event page *2025 Para Swimming World Series*.

Only those coaches/staff with a valid accreditation for the Para Swimming World Series will be allowed on pool deck during the World Series races. Victorian Open accreditations will not be allowed on pool deck during the World Series races.

Accreditation system open: Thursday 28<sup>th</sup> November

Accreditation registration deadline: Friday 24<sup>th</sup> January

#### 4.8. Classification

This competition offers international classification for the following impairment types:

- Physical Impairment (PI) – 11-13 February 2025, MSAC
- Intellectual Impairment (II) – 11-13 (TBC) February 2025, MSAC
- Vision Impairment (VI) – to be confirmed

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 \(paralympic.org\)](http://www.paralympic.org/ParaSwimming/ClassificationRules-InfoforNPCs/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.

## 5. VICTORY CEREMONIES

Medal ceremonies for each event will take place immediately after the race has concluded, athletes will exit the water and proceed directly to the medal dais. Medals to be awarded to the three highest points scorers in the World Series A Final, the three highest points scorers of Youth athletes across all finals per event, and first three finishing teams in the relay events.

WPS inus 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>

### 6.2. Medical Services at the Venue

Lifeguards and medical team will be on site for teams.

### 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 basic medical services 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:

The closest hospital to the venue is;

**The Alfred**, 55 Commercial Rd, Melbourne VIC 3004, (03) 9076 2000

<https://www.alfredhealth.org.au/the-alfred>

Australia's primary emergency call service number is Triple Zero (000), which can be dialled from any fixed or mobile phone, pay phones and certain Voice over Internet Protocol (VoIP) services. There are also two secondary emergency call service numbers—112 and 106.

If you have a hearing or speech impairment and your life or property is in danger, you can contact police, fire, or ambulance by calling 106 TTY service.