

# Circular 013.07.23



**To:** Presidents  
Secretaries  
Officials  
Junior Coordinators  
Club Officials

Treasurers  
Club captains  
Competition Team Managers  
Club Coaches

**CC:** Aquatic Sport Executive      Aquatic Sport Council

**From:** Julian Murphy – Sport Events Coordinator, Winter

**Date:** 12 July 2023

**Action:** Team Managers to action accordingly

## Senior Pool Lifesaving Carnival #3 Entries Open

**Sunday, 29 July 2023**  
Caulfield Aquatics  
217 Glen Eira Rd, St Kilda East  
Competition commencing at 1.00pm (warm up from 12.30pm)

### Entries

- Entries for the carnival close 11:00pm Sunday, 23 July 2023.
- Entries for the carnival will be \$35.00 per competitor.
- Team Managers have been sent the Meet Manager (MM) file for uploading. If you have not received this information, please contact LSV Sport on the details above.
- Instructions to upload and complete entries with the Meet Manager file can be found [CLICK HERE](#)
- All MM files and reporting listings with club entries are to be emailed to [sport@lsv.com.au](mailto:sport@lsv.com.au) by close of entries.
- All entry issues, or any athletes who require manual entry by LSV, must be communicated to [sport@lsv.com.au](mailto:sport@lsv.com.au) **before** the above deadlines. Issues communicated to us by this time will be processed on Monday following entries closing.
- Clubs **MUST** enter the names of their officials via the google doc spreadsheet by 11.00pm on Monday 24 July, 2023 following the close of entries. [CLICK HERE](#). Please do not leave it until carnival day to allocate officials.

### Composite Teams

Composite teams will need to be formed by Team Managers. The composite team card [CLICK HERE](#) will need to be completed and submitted to the Chief Referee **prior to the Team Managers**

**briefing** for approval. Once the composite team card has been signed by the Chief Referee it will then need to be handed to administration for processing.

## Key Event Information

Clubs should refer to the current [LSV handbooks, rosters, and Surf Sports manual](#) for requirements and general information for all carnivals.

## Senior Pool Carnival Program

Carnival Program for the carnival is available and can be found via the following link: [Click Here](#)

## Event Times

11.45am	Carnival Set Up
12.15pm	Team Managers Briefing
12.30pm	Officials Briefing & Warm Up Commences
12.45pm	Chief Timekeeper & Timekeeper Briefing
1.00pm	Events commence

## Meetings

All Team Managers are to attend the Team Manager meeting at 12.15pm. All Officials to attend the officials briefing at 12.30pm. All Timekeepers for the day's competition must attend the briefing with the Chief Timekeeper at 12.45pm for training and instructions.

## Official Requirements

**Please remember clubs MUST provide Officials** (this includes accredited officials, timekeepers and equipment stewards) as per the ratios of 1:3; 1 official for every 3 competitors.

**Clubs must supply at least one accredited official as part of their ratio requirement.**

Each club is also required to provide one member to assist with set-up and pack-up of equipment (this is in addition to ratio requirement) at the start and end of the carnival. Set-up starts at 8:00am all nominated volunteers need to report to admin on time.

Officials and equipment personnel names should have been entered via the following link: [CLICK HERE](#).

To enable the safe and efficient running of the carnival, **we will need all clubs** to provide volunteers to assist with the day. Please help and fill all positions required on the google sheet before the closing date.

*For additional details on this circular please contact:*

*Aquatic Sports Department on 03 9676 6937 or email [sport@lsv.com.au](mailto:sport@lsv.com.au)*