

APPENDIX 32
TO "SWIMMING CARNIVALS"

SEATING AND CROWD CONTROL

The seating and crowd control officials are to ensure that **all** spectators and competitors are seated in the correct location at the carnival **and that the dive pool and warm up lanes are supervised by school staff.**

Seating allocations are listed in the charter ([see Appendix 3.1](#)) and also in the carnival program booklet. Parents/family/friends spectating at the event should also be seated in the allocated **areas** and not in a school area.

Once the carnival has commenced and schools are seated in the correct areas the official then commences duty as the crowd control official. The crowd control official is to ensure that spectators and competitors remain in their allocated seating areas throughout the carnival and do not encroach upon areas reserved for carnival officials. The official needs to strictly ensure that students or staff are not standing/sitting/walking in poolside areas which would interfere with carnival officials. Students should only be allowed poolside if they are walking to or from an event or marshalling area.

At HBF Stadium indoor pool, students/staff should not be poolside on the southern side of the main pool in front of the permanent stand. This area is strictly out of bounds with the exception of carnival officials and the crowd control official must strictly enforce this. **Competitors are seated on the northern side of the pool and should only move to other areas via the walkway behind the temporary grandstand. The movement of swimmers and coaches on the northern poolside must be restricted as much as possible, especially at the start and finish ends of the pool. The equipment set up school should place a barrier along the edge of the pool to prevent competitors or coaches encroaching on the official's poolside space.** Students should not be walking behind the officials at the start and finish ends of the pool, with the exception of those students starting or finishing an event, as these locations are reserved for carnival officials. Due to space constraints, coaches and staff wishing to hand time their own team swimmers must do so from within their allocated seating area and NOT poolside near the finish area.

Students and staff wanting to move from the temporary stand (north side) to the permanent stand (south side) are to use the stairs and walk over at the western end of the pool. Staff and students that are not carnival officials should NOT walk across the pool deck to move between stands or to access the toilets/kiosk on the southern side. The stairs and walkover at the western end should always be used to cross the pool deck.

The main café at HBF Stadium is closed to students during the carnival. Food outlets will be set up in the concourse area behind the permanent grandstand and students can purchase food and drinks from these outlets. Parents and staff may use the main café area but if parents are purchasing for their own child at the carnival then they should also use the outlets on the concourse area. The crowd control officer should make spot checks of the café during the carnival to ensure that students are not in this location.

Students found to be in breach of these rules should be escorted back to their correct seating area and their supervising teacher informed of the infringement.

Students swimming in the indoor dive pool or outside pools for warm up and cool down MUST be supervised by their school staff. If a school has students in the water without supervision then they must be asked to leave the pool and return to their team area. The crowd control official should inform the head coach of the matter and ask that supervision be provided at the pool.

At the conclusion of the carnival presentations schools will be asked to exit the facility in a set order and this order will correspond to bus pick up order outside the venue. **The crowd control officials need to assist with the orderly exit of the building and the correct bus pick up order outside the facility.**