

CITY OF HEREFORD - GALA SELECTION PROCESS

STEP ONE: Availability Questionnaire

This will be sent out prior to all rounds of the competition in question. This will help ensure as many swimmers get the opportunity to compete as possible and should make the selection process smoother. It is important to complete this promptly even if you do not wish to be selected. It saves me sending additional emails to seek out this information.

STEP TWO: Selection Email

Everyone eligible for selection for a given gala will be emailed with a list of swimmers selected attached. Please check the list to see if you have been selected.

STEP THREE: Accept Invite

Everyone selected must ACCEPT the invite to receive future information and team sheet for the event during the week leading up to the gala. If you REJECT the invite you will not receive any further correspondence.

It is important to accept the invites as early as possible to help the planning for each gala.

If you have NOT been selected but accept the invite then you will receive further correspondence. We will assume that you are happy to receive this information but understand you are not required to attend.

STEP FOUR: Additional selections

Sometimes swimmers may pull out or be ill leading up to a gala. I also may make a mistake on my original invites! If swimmers are added to the team at a later date I will email you directly. It is important that you then ACCEPT the invite from the original selection email to receive future correspondence.

If you are on a reserve list then it would be useful if you accept the invite to be reserve but you will only be required to attend if I email you directly.

STEP FIVE: Gala information sent

During the week leading up to the gala I will send out the team sheet for the event. This will always be subject to last minute changes but it gives the swimmers a good idea of the events they will be expected to swim. This will be sent no later than the Friday. If you were invited and you do not appear on the team sheet please email me as I may have made a mistake! The events selected for each individual are coach selected and these will always be based on the best fit for the team selected.