

Contents of Manager's folder

- Scratching Form + Splits forms
- Team Manager Guidelines – Away Meet
- Team Manager Duties - Local Meet
- Event Review Form
- Incident Child Safety Record Form
- Accident Report Form
- ASA Member Protection Strategy
- World Anti-Doping Code
- Medical Information – asthma, epipens, celiac etc
- Records Applications
 - a. Application for recognition of a record – Auckland Swimming
 - b. Application for recognition of a relay record – Auckland Swimming
 - c. New Zealand record – Swimming New Zealand
- Officials Exam Application Form
- Roskill Committee contacts
- Notebook for recording swimming cap sales

Contents of Manager's bag

- Club banner
- Club swimming caps
- Manager's folder
- Anti-Doping booklets
- First Aid Kit
- Pens, highlighters, cellotape