SwimSquad coach guide

Arena League and Swimmer Performance · Club-neutral edition · Updated 14 October 2026

Plan the team before a gala, then review what happened afterwards. This guide covers **Check official Arena results**, team and individual debrief packs, and saved Arena times in Swimmer Performance. The app supports coach judgement; it does not replace eligibility checks or the official results.

Start with the right club

Open **swimsquad.net**. Select your **Swimming club** on the login page, then enter the coach username and password issued for that club. Your account controls which clubs you can access. Check the club and selected round before making or printing decisions.

Main-menu area	Use it for
Arena League	Selection, Availability, Squad watch, Meet De Brief and Method.
Swimmer Performance	Individual progression, Regional and county, National, Membership, Predicted vs actual and printable Swimmer Meet Debrief.
School Gala's	School Meets, school swimmer performance and school squad management. School templates are a separate workflow.

Before and after the meet

- **Prepare:** Choose the round, confirm availability and review the automatic line-up. Use the individual-event Override dropdown to pin a coach selection.
- **Keep the prediction:** If you want to assess a genuine pre-meet forecast, save a fixed prediction in Meet De Brief **before the meet day**. Printing alone does not save a prediction snapshot.
- **Race night:** For an upcoming round, use **Print Coach Pack** and your browser's Save as PDF option for the poolside team sheet.
- **Review:** After the gala, source or upload results, check them and save. The completed round can then use **Print Meet De Brief Pack**.

> **The selected round drives printing.** A past round needs saved race times before the debrief button is enabled. Selecting a future round returns the button to Print Coach Pack.

In this guide: planning (page 2); adding results (page 3); team debrief printing (page 4); individual swimmer debrief (page 5); points and comparisons (page 6); performance and membership (page 7); model and safeguards (page 8).

Plan the team

Arena League · Selection, Availability and Squad watch

Control	Coach action
Round	Select the correct gala date. Check venue, start time, lane and opponents against the official draw.
Selection basis	**Results only** is the default. It uses held historical times without momentum or form adjustments. **Projected** applies the model's trend and form assumptions. Both produce estimates of placing and points.
Form and improvement	These affect Projected only. Early-season defaults are R1 +1.0%, R2 +0.5% and R3 +0.25%; improvement credit defaults to 50%.
Unconfirmed swimmers	Include them while planning, or untick Select unconfirmed swimmers to select only confirmed attendees.
Override	Leave an individual event on Auto, or choose a named swimmer. A pin is placed first; review any limit warning.

Confirm availability

In **Availability**, set attendees to **Available** and non-attendees to **Declined** or **Injured**. Unconfirmed is the default. Confirm all selected marks the current team available; use it only when attendance is known. Reset clears day-to-day statuses and pins, but not a recorded club move.

Search swimmer is cleared on login. If someone seems absent, check the search, age/sex filters and Show lapsed setting before changing their membership record. Moved club is managed through Membership, not as an attendance choice.

Review selection and cover

- **Evidence:** Read the time used, date, meet and confidence rating. Estimated place compares with the model's historical median-place benchmarks, not the actual opposing field.
- **Backups in order:** The table shows up to three ranked backups. Availability and swim limits affect who appears; a confirmation tick or "at limit" note adds context.
- **Relay teams:** Review proposed legs and reserves, including age and stroke choices. Do not assume a modelled relay total is an official result.
- **Squad watch:** Use improving swimmers, close reserves, stale evidence and registration flags to focus coach checks. The age filter changes what is shown; whole-team totals and printouts are not reduced to that filter.

Keep a record. Availability and selection overrides are session decisions. Save or print the final line-up, and save a fixed prediction separately if you want a later forecast comparison.

Add the meet results

Arena League · Meet De Brief

Save the prediction before the meet

With the intended round, line-up and selection basis selected, open **Meet De Brief**. Expand **Save a prediction snapshot for the selected Arena round**, check the name/date and optional licence, then choose **Save fixed prediction**. A snapshot saved on or after the meet date is labelled **retrospective**, even if the races have not started yet.

Check official Arena results

- **Choose the club and round:** Open **Meet De Brief**, then click **Check official Arena results**. The app looks for the selected club, round and date, not whichever gala PDF was last used.
- **Use the fallback if needed:** If downloading is blocked or no clear match is found, expand **Manual fallback: official PDF URL or upload**. Upload the correct gala PDF or paste its official URL, then select **Preview PDF import**. An uploaded file takes precedence over the URL; the limit is 2 MB.
- **Check the preview:** Review the club, licence, swimmers, event numbers, times, placings, identity matches and date. Read any dated-source warning and check the official gala points reconciliation. A preview alone does not save results or activate printing.
- **Confirm and save:** Tick the results confirmation and any date-correction confirmation shown, then choose **Save official results**. Do not confirm an incorrect date just to complete an import.

The current importer supports six-team, 51-event gala sheets: 34 individual races and 17 relay scores. Matched individual actuals feed Swimmer Performance and debriefs; relay scores contribute to the gala total, not personal split history. Unmatched identities need coach review and are not assigned to a swimmer by guesswork.

Other ways to add checked results

- **Held Swim England records:** Select the exact meet under Match held Swim England results and choose **Match held times**. Matching uses the swimmer, event, date and course. This checks data already held by the app, not a live feed or guaranteed full race history.
- **CSV or manual entry:** Choose a saved snapshot, then expand **Enter or upload official race results**. Download its results CSV template, complete it in Excel if preferred, save as CSV, and upload it. Alternatively fill the on-screen rows.

Keep the exact CSV column order: **event_no, swimmer_id, status, time, place**. Use seconds or mm:ss.hh. PENDING, DQ, DNS and DNF rows must have blank time/place. Check the source and confirmation, then select **Save checked actual results**. This is not an Excel workbook import or a School Meets template.

> **Do not guess a substitution.** Results must match the fixed event and swimmer identity. Do not assign another swimmer's race to the original selection, or treat a rankings position as the Arena finishing place.

Print the Meet De Brief Pack

The print button follows the selected club and Arena round

Selected round / saved evidence	Button behaviour
Future round	**Print Coach Pack** remains enabled for the current planning selection.
Meet day, no saved timed result	**Print Coach Pack** remains available.
Past round, no saved timed result	**Print Meet De Brief Pack** is disabled. Source or upload results, check them and save first.
Meet day or past round with saved times	**Print Meet De Brief Pack** becomes available for matching saved results. If there is more than one comparison, choose which one to print.

While R2 on **14 November 2026** is in the future, it keeps Print Coach Pack. Returning to completed R1 with saved times restores the debrief button. Dates use the London calendar, not an inferred gala finish time.

Print or save the PDF

- **Select:** Check the club and round at the top. If a Debrief pack selector appears, choose the correct saved comparison.
- **Print:** Click **Print Meet De Brief Pack**. The app rechecks the saved data before opening the browser's print dialog.
- **Save and distribute:** Use Save as PDF or your printer. Check the preview, date and coverage note, then share only with authorised coaches or the relevant swimmer's approved audience.

What the pack contains

The branded A4 landscape pack includes the meet/date/source, actual swimmers, times and places, saved estimates, previous SC times and differences. It also includes official gala points where sourced, reconciliation notes, comparison metrics and evidence links.

Printing needs at least one valid saved timed result, not a complete sheet. Check the partial-results note before sharing. An individual-only race table excludes relay times, even when the team score includes relay points.

If printing is unavailable

A preview is not a saved result. Check the club, date and round, and save the checked times. If the results service is unavailable, use **Check results** when offered; do not substitute an old report.

> **Keep the evidence too.** Use **Download comparison CSV** and **Download snapshot JSON**. A PDF is a readable report, not a replacement for the underlying result export.

Print a swimmer debrief

One swimmer, one saved meet, with optional coach commentary

Open directly from Arena

- **Choose the meet:** In **Arena League / Meet De Brief**, choose the saved meet and a name from the **Swimmer** dropdown.
- **Open the report:** Click **Individual swimmer debrief**. The report opens for that swimmer and the selected meet, without leaving Arena.
- **Alternative route:** In **Swimmer Performance**, choose the swimmer and click **Swimmer Meet Debrief**. Use its **Saved meet** dropdown to choose the race meeting.

Check the race data

The report lists matched individual entries, expected or reference time, actual time or status, actual minus reference, and place. Negative differences mean faster. A retrospective reference is labelled clearly and must not be described as a forecast saved before the race.

Only recorded evidence is used. Missing times and places are not estimated; DQ, DNS and DNF remain status labels. Relay splits are not inferred from team relay results. If no actual result is saved, printing is disabled and the report explains what is missing.

Add commentary only when you have it

The optional fields are **What you practised well**, **One focus for next session**, **Swimmer reflection** and **Coach name**. Record what you observed or what the swimmer told you. Use specific process feedback and one positively phrased action, rather than inferring technique or effort from a time.

> **Empty means empty.** Leave a field blank if you have no observation. The PDF omits that section; it does not generate praise, a technical explanation or a next-session cue. A complete data-only report can still be printed.

Print, save and share appropriately

- **Print now:** Click **Print swimmer debrief**, then choose Save as PDF or a printer. Comments currently typed into the fields are included in this print, even if you have not saved them.
- **Retain comments: Save coach comments** retains the current wording for authorised club accounts. Audit history retains change metadata, not earlier wording. Clear and save a field to remove its current wording.
- **Review changes:** If the underlying result or saved comments have changed, reload and review before printing. Copy any unsaved draft first. When prompted, confirm that retained comments have been checked against the revised results.

Discuss when the swimmer is comfortable and ready. Share only with authorised recipients and retain an independent PDF; server storage is local.

Read the results correctly

Separate the planning model, saved references and official outcome

Figure	What it means
Current planning estimate	Estimated points for the currently proposed team and selection basis. Changing attendance, overrides or the basis can change it. It is not the official score.
Official actual gala points	The total printed in the official gala results, with individual and relay components. The app checks the event scores against the published total.
Actual minus planning estimate	Official actual total less the current estimate. A negative number means fewer points than the estimate, not automatically a like-for-like forecast error.

Illustrative points example

For illustration only, suppose a 180-point planning estimate comprises 115 individual plus 65 relay points. If the official result were 138 points, comprising 96 individual plus 42 relay points, the displayed difference would be **−42**. These are fictional figures, not results for a real club or round.

The proposed team and actual entrants may differ. Separately, saved retrospective references for the actual individual entrants can be compared with their actual individual points. Do not compare that individual-only subtotal with a full-gala total, or invent a saved relay forecast when none exists.

Read each race and the summary

- **Time differences:** Actual minus reference, or actual minus previous SC time: negative means faster. For example, 60.50 seconds minus 61.20 seconds is −0.70 seconds.
- **Previous SC time:** The latest held short-course date before the meet, using the fastest swim when several are held that day. It is not guaranteed to be the swimmer's immediately previous race or their personal best.
- **Pre-meet versus retrospective:** Only a snapshot saved before meet day is labelled pre-meet. A reconstructed or late-saved reference is useful for review but does not prove that the app predicted the outcome in advance.
- **Correlation and error:** Pearson r and Spearman rank correlation describe the relationship between paired estimated and actual placings; they are not percentages of accuracy. At least three pairs and variation are needed. Lower mean absolute placing/time error means closer matches.

DQ, DNS, DNF and unmatched results need review. Individual metrics exclude relays and invalid timed results. Missing official points remain unavailable rather than zero; a reconciliation warning means the score needs checking. Published tie and no-points decisions are preserved instead of recalculating official points from place.

Performance and membership

Use the selected club's evidence and permissions

Review an individual swimmer

Open **Swimmer Performance** and choose the swimmer, event and course. All 19 events are available. **Predicted vs actual** opens saved race comparisons; **Swimmer Meet Debrief** opens the printable report described on page 5.

Saved individual Arena actuals now appear in the chart and held-race history. Use the **Arena League** source filter to isolate them, or **All sources** to include held Swim England records. Matching duplicates are combined; league-only times remain supplementary, not qualification evidence.

If a time is missing, check that it was saved, has a valid actual time and matches this swimmer. A prediction-only snapshot adds no race time. Check event/course/source filters and any loading error.

Regional, county and National benchmarks

In **Regional and county** or **National**, choose the championship and swimmer. Check its age rule, qualifying window, course and current-versus-guide status. Missing standards are not inferred.

> **Age follows the championship's rule and year.** Where age is defined at 31 December, use 31 December of that championship year. A 2026 National view and a 2027 county/regional guide can therefore show different ages for the same swimmer. Read the age date displayed for the selected championship; do not substitute today's age.

A displayed benchmark is not an accepted entry. Check the organiser's current conditions, licence, membership and rankings/invitation criteria using the app's official-source links.

Maintain the club register

- **Moved club:** In Membership, enter the new club and leaving date, then confirm Mark as moved club. This removes the swimmer from selection/backups; Undo returns them to Unconfirmed.
- **Joined the club:** Enter identity, birth year, previous club and joining date. Add dated event/course/meet evidence and check transfer eligibility.
- **Possible joiners:** Prefilled evidence is not verified membership. Confirm identity and eligibility before saving.

Viewing records requires the appropriate signed-in club access. Saving membership changes uses the existing authorised coach-code controls; codes are issued separately and are never included in this guide.

Before submission, verify attendance, identity, registration/category, transfers, swim limits and relays. Keep the submitted team sheet and official result independently.

Model, evidence and safeguards

Know what the app assumes, and keep an independent record

How selection times are formed

Basis / component	Current app treatment
Results only	Fastest held actual time in the model's 12-month window for the round, with long-course conversion where used. No trend, form or 50-to-100 estimate. If no recent evidence exists, an older held time may be used and flagged.
Projected base	Prefers current-season SC, then converted LC, then older evidence. Where a 100m time is missing, some projected estimates use a 50m time; this is not an actual recorded swim.
Conversions	The Arena model uses LC-to-SC factors of 0.975 for 50m, 0.97 for 100m and 0.965 for 200m. These are model assumptions, not official qualification conversions.
Trend and form	Blends observed improvement with an age-based rate, limits the credit and applies the selected form allowance. Older base times receive reduced confidence and the model's stale-time treatment.
Relays	Tests medley combinations from the fastest candidates per stroke and forms freestyle teams from eligible candidates. Estimated relay totals include a 0.3-second takeover credit per changeover.

Selection and points assumptions

The model uses 51 events and six-team estimated scoring of 6 points for first through 1 for sixth, with a maximum of 306. It applies configured age groups, individual limits and swim-ups; relays are tracked separately. Pins can create a warning. Confirm the applicable league rules, especially age-9 eligibility.

Estimated places use historical Premier medians, not the actual opposing field. Read the app's **Method** tab for the current assumptions. Results-only estimates are not actual gala points.

Refresh and preserve

Held Swim England and championship data is not a live feed. Missing records do not prove that no result exists. Request a refresh when needed, inspect the data dates, and use checked official results for the post-meet review.

> **Storage is local.** Republishing can lose submitted records; preservation is not guaranteed. Keep independent copies of membership changes, selections, official PDFs, comparison CSVs, snapshot JSONs and printed packs. Exports are not an automatic restore service.

Share junior-swimmer data only with authorised recipients. Never include passwords or coach codes in packs. School templates and rosters belong in School Gala's, not the Arena results CSV.