



4th Asian School Swimming Championship 第四屆亞洲中學生游泳錦標賽

(31/10 - 7/11 /2013, Macau 澳門)

Hong Kong Schools Team Meeting 香港代表隊賽前會議

Date 日期	:	12/ 10/ 2013 (Sat)
Time 時間	:	12:00
Venue 地點	:	香港培正中學 Pui Ching Middle School

<p>Related information 比賽有關資料</p>

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A. Introduction of Team Members 代表隊成員介紹

Please find the appendix 1 for your information.
請參閱附件一

B. The Federation 香港學界體育聯會

Hong Kong Schools Sports Federation (The Federation), formally inaugurated on 1st September 1997, is mainly responsible for organizing primary & secondary schools competitions as well as international school sports competitions. The External Office organizes the Jing Ying, Interport and Asian school sports competitions, as well as the selections and trainings of the Hong Kong Schools Teams participating in overseas competitions.

香港學界體育聯會(學體會) 於 1997 年 9 月 1 日正式成立，是負責全港中、小學校際運動比賽及對外運動比賽的組織，轄下設立的「對外辦事處」專責舉辦各項學界精英比賽、全港賽、埠際及亞洲錦標賽，同時安排香港學界代表隊之選拔及訓練參加海外比賽等。

The Federation takes high concern on the athletes' discipline, the team spirit, sportsmanship and the exchanged value gained with other teams throughout the Championships. Athletes, being the representative of respective schools and the Hong Kong Schools Team, must comply with the rules and requirements lay down by the Federation, and also present good attendance, attitude and best performance throughout the Championships.

除比賽外，學體會特別重視參賽同學的紀律、體育精神、和與其他隊伍相互交流所獲取的得益。在參加是項活動時，運動員兼負有代表所屬學校及香港學界的責任，必須自律及留意學生應有操守。

Contact 聯絡

Hong Kong Schools Sports Federation (External Office)

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Team Secretary : Ms. Amy Wong

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隨隊秘書 : 黃麗君女士

C. The Competition 比賽

Date 比賽	:	31/10 - 7/11/ 2013 (香港代表隊行程: 11 月 1-6 日)
Venue 比賽地點	:	Macau 澳門
Rules & Regulations 比賽規例 :	:	Please find the appendix 2 for your information. 請參閱附件二

D. Provisional Daily Schedule 暫定日程表

Date	Activity	Venue
1 Nov 2013 (Fri)	1. Teams arrival 2. Accreditation 3. Team Managers' Meeting	Hotel
	4. Venue Familiarization / Training	Olympic Sports Centre-Aquatic Centre
2 Nov 2013 (Sat)	Competition – Heats/ Timed-finals	Olympic Sports Centre-Aquatic Centre
	Opening Ceremony	Olympic Sports Centre-Aquatic Centre
3 Nov 2013 (Sun)	Competition – Heats/ Timed-finals	Olympic Sports Centre-Aquatic Centre
4 Nov 2013 (Mon)	Competition - Finals	Olympic Sports Centre-Aquatic Centre
5 Nov 2013 (Tue)	Competition – Finals	Olympic Sports Centre-Aquatic Centre
6 Nov 2013 (Wed)	1. Culture Visit 2. Award Ceremony & Farewell Dinner 3. Team Departure	TBC

Competition Venue 比賽地點

Venue 比賽地點 :	澳門奧林匹克體育中心-游泳館 Olympic Sports Centre-Aquatic Centre
Address 地址 :	澳門氹仔體育路 148 號 148 Rua do Desporto, Taipa, Macau
Contact 電話 :	(853) 2883 3762



● 澳門奧林匹克體育中心-游泳館入口

E. Itinerary 行程安排

Departure 出發

- 1.1 Be punctual, on 1 Nov 2013 at 08:45 Assemble point at 3/F, West Bridge of Hong Kong - Macau Ferry Terminal. Turbojet Departure Time: 09:30
運動員必須準時在 11 月 1 日(五) 08:45 於上環港澳碼頭離境大堂(三樓西橋)集合。團隊將乘坐上午 09:30 噴射飛航船前往澳門外港碼頭。
- 1.2 Must bring along HKID card and student ID card
必須帶同香港身份證及學生證。
- 1.3 Must wear Hong Kong Team Uniform 必須穿著整齊香港隊制服,
Athletes: Akita Polo White color and Tracksuit / 運動員 : Akita 套裝及 Polo(白色)
Officials: Akita Polo Red color and Tracksuit/ 職員 : Akita 套裝及 Polo(紅色)

Arrival 回程

Depart for Macau on Wednesday 6 Nov 2013, by Turbojet at 10:00pm, arrival to Sheung Wan at around 1100pm.

團隊將於 11 月 6 日(星期三) 晚上 10:00 在澳門港澳碼頭乘坐飛航船返港，預計於晚上 11:00 返抵上環港澳碼頭。

F. Travel Insurance 旅遊保險

The Federation holds valid travel insurance policy for all members of the Delegation, which covers the overseas medical service, the worldwide emergency medical service, lost of baggage and delay, the accident insurance etc, the compensation will be up to HK\$ 300,000. For detail information, please visit HKSSF web-site at www.hkssf.org.hk. For enquiries, please contact the External Office at 2768 8212. Athletes can procure additional travel insurance on their own if needed.

聯會已為所有隊員購買旅遊保險，包括有海外醫療、全球緊急支援服務、行李失竊及延誤、人身意外保險等，賠償額最高為港幣 300,000 元。有關詳情可瀏覽聯會網頁或向對外辦事處職員查詢。如有需要，隊員可自行額外購買其他旅遊保險。

G. Code of Conduct 運動員守則

Athlete must abide by the following code of conduct 運動員應留意本會訂定的運動員守則：

1. Follow instructions of the Head of Delegation, Team Manager, Coaches and Secretary :
Athlete should have no objection on decision of the Head of Delegation, Team Manager and Coaches on athlete's participating events, matching, order of play and substitutions arrangement ;
聽從團長、領隊、教練及職員的指示:隊員的參賽項目、組合配搭、出場次序及後備安排等由團長、領隊及教練決定，隊員不得異議；
2. Should not criticize or make public speech without any authorization;
未經同意，不可作公開批評或演說；
3. Should dress decently, be punctual and not to be missing;
注意儀表整潔，準時出席所有活動，未經許可不可擅自離隊；
4. Should demonstrate sportsmanship, develop mutual support and team work;
展示良好的體育精神，建立團隊與互助的良好關係；
5. Should be respectful to others, keep silent when guests are delivering speeches;
尊重別人及有禮貌；嘉賓演講時，應留心聽講及保持肅靜；
6. Should stay away from gambling and reading obscene publications; smoking and alcohol are also prohibited;
不可進行賭博活動及閱讀不良刊物；禁止吸煙及飲酒；

7. Should take good care of personal belongings, especially wallets, mobile phones and cameras;

小心看管個人財物，特別是錢包、手提電話及相機等；

H. Reminder 注意事項

1. Check the weather before departure.出發前請留意當地天氣情況。
2. Must put on long pant except on field on play. Must not wear bib and put on slippers in public.
除比賽場內可穿著短褲外，其他場合一律只能穿著長褲。公眾場合不得穿著背心、短褲及拖鞋。
3. Recommended daily necessary, please adjust based on personal need:
下列自備物品只作參考，運動員應根據實際需要以作調整~
 - 3.1 Competition equipment and gear 比賽裝備及團隊服裝
 - 3.2 Contact Lens, Sunglasses, Daily Necessary, Umbrella, Camera, Batteries & Water Bottle
隱形眼鏡、太陽眼鏡、日用品、雨具、相機、電池及水樽
 - 3.3 Precaution Medicine 個人平安藥
 - 3.4 Recommended max amount around HKG\$500 Pocket Money.
適量金錢，建議最多港幣\$500 元
4. 展示特區旗的方向
 - 4.1 區旗中央有一個五星花蕊的白色洋紫荊圖案
 - 4.2 展示時上方花瓣一塊，下方兩塊
 - 4.3 各花瓣圍繞旗面中心點及角尖順時針平均排列，在每片花瓣中均有一顆紅色五角星及一條紅色花蕊



I. Team Uniform 團隊制服

Officials 職員

- 1) Tracksuit x 1 (Jacket+Pants) 運動套裝一套 (外套+長褲)
- 2) Polo T-shirt x 2 Polo T 恤兩件 (一件紅色，一件白色)

Athletes 隊員

- 1) Tracksuit x 1 (Jacket+Pants) 運動套裝一套 (外套+長褲)
- 2) Polo T-shirt x 2 Polo T 恤兩件 (一件紅色，一件白色)

All team members must put on those items provided by HKSSF when attending all official functions including Flag Presentation Ceremony, Opening Ceremony, Cultural Visit and Farewell Dinner) etc.

隊員於出席所有典禮，團體活動時(如授旗禮、開幕禮、文化交流和晚宴等)，均需穿著所提供之制服。

J. Athletes' Report 運動員報告

Athletes, co-ordinated by the captain, must submit a report to the Secretariat by e-mail to: external@hkssf.org.hk on or before 15 Nov 2013. Content should include:

運動員須於 11 月 15 日(星期五)或之前，提交一份「活動報告」(電子版本)予秘書處 external@hkssf.org.hk，內容包括：

1. Itinerary 行程
2. Board and lodging 當地住宿、交通及膳食安排
3. Competition 比賽情況
4. Exchange with others 與外隊/文化交流
5. Thoughts (each athlete one) & snapshots 感想 (每人一篇) 及相片*
6. Conclusions 總結

K. Debriefing 賽後檢討

Debriefing session aims at provide an opportunity for team members to share and to evaluate the trip will be conducted at Tehran (date and time to be confirmed). Certificate issued by HKSSF will be presented to all members during the occasion.

聯會將於當地舉行賽後檢討(日期及地點待定)，屆時將頒發參與證書予各成員。

L. Performance 表演

In all Asian Championships, all delegates are invited to perform. Teams will dress in their team uniform or traditional fashion and to present a performance of around 5 minutes. Please prepare yourself to perform and please bring along their music CD or video if required for their performances. 所有亞洲中學生錦標賽中，參賽隊伍將邀請於宴會中作表演，以達致文化交流的目的。請準備約 5 分鐘之表演節目，有需要時請帶備表演音樂。

~ End 完~