

London 2012



Team Leaders' Guide Football 5-a-side



All information in this guide was correct at the time of going to press. Changes to schedules, procedures, facilities and services, along with any other essential updates, will be communicated to teams by competition management if required. Changes to competition and training schedules will also appear on Info+.



Welcome

On behalf of LOCOG, I'm delighted to introduce this Team Leaders' Guide for the London 2012 Paralympic Games. I would like to thank everyone from the IPC, NPCs and all our stakeholders and partners for their support and advice in working with us to ensure that everything is in place for the teams and the athletes at Games time.

We aim to provide the optimum conditions across all of our competition venues, ensuring athletes are able to perform at their peak on the world's biggest sporting stage. Our training venues are equipped with a full range of sporting and support services that will allow athletes to prepare properly for their competition. Our three Paralympic Villages and additional accommodation provide a secure, comfortable base and a unique sense of community. And all of our venues are connected by a comprehensive and reliable transport service.

This guide contains important information on a number of subjects:

- Key dates and personnel, including contact details.
- Information on the competition format and rules.
- Guidance on all procedures relating to competition and training.
- Details of all venue facilities and services, including transport information and maps.
- Summary information on subjects that affect all sports, such as accreditation, security and medical services.

We hope that this guide helps you in your preparations and your activities at Games time. However, if you need any further information, please do not hesitate to contact a member of the competition management team.

London 2012 promises to deliver an exciting and memorable summer of world-class competition. I'm delighted to welcome you to it.

Best regards,

A handwritten signature in black ink that reads "Debbie Jevans". The signature is stylized and includes a long horizontal flourish at the bottom.

Debbie Jevans
Director of Sport, London 2012 Organising Committee

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Competition: Essentials



Competition: Essentials

The Football 5-a-side competition at the London 2012 Paralympic Games will be held from Friday 31 August to Saturday 8 September 2012 at the Riverbank Arena in the Olympic Park. A total of up to 64 athletes may take part in the Football 5-a-side competition, with each team limited to a maximum of eight athletes (plus two goalkeepers, who are not included in the total quota).

Key dates		
6 August 2012	Sport entries final deadline (midnight, GMT +1)	p11
22 August 2012	Paralympic Village official opening	
	Start of official training	p34
25 August 2012	Start of Classification Evaluation Period (08:30)	p20
28 August 2012	End of Classification Evaluation Period (12:30)	p20
29 August 2012 (Day 0)	Paralympic Games Opening Ceremony	p41
30 August 2012 (Day 1)	Football 5-a-side team leaders' meeting (10:00)	p21
31 August 2012 (Day 2)	Start of Football 5-a-side competition	p18
8 September 2012 (Day 10)	End of Football 5-a-side competition	p18
9 September 2012 (Day 11)	Paralympic Games Closing Ceremony	p41
12 September 2012	Paralympic Village closes	

LOCOG competition management	
Football Manager	Rachel Ely
Paralympic Football Planning Manager	Jeremy Weeks
Paralympic Football Technical Operations Manager	Kenny Dowling
Football Planning Manager	Anna Molloy
Football Services Manager	Matthew Kidson
Football Technical Operations Manager	Louise Hatch
Football Athlete Services Group Leader	Elizabeth Liebenhals
Football Field of Play Group Leader	Louise Burgess

Football IF Services Group Leader	Nisha Vyas
Football Sport Equipment Group Leader	Hansa Velji
Football Sport Equipment Assistant	Christian Hall-Ramsay
Football Sport Information Group Leader	Anna Gray

International Blind Sports Federation (IBSA)

Technical Delegate	Carlos Campos	ESP
Assistant Technical Delegate	Xin Cui	CHN
President	Michael Barredo	PHI
Secretary General	Abdullah Cetin	TUR

International Technical Officials (ITOs)

Co-ordinator	Lionel Fisdell	ARG
Referees	Francois Carcouet	FRA
	Rafael Gonzalez	MEX
	Niels Haupt	GER
	Loo Wai Keong	MAS
	Germinal Lubrano	ARG
	Lucio Morgado	BRA
	Juan Carlos Paule	ESP
	Mariano Travaglino	ARG

National Technical Officials (NTOs)

Referees	David Bryant
	Perry Gascoine
	Paul Leversuch
	Dave Weston
	Jon Wilding
	Stuart Winton

Participating NPCs							
ARG	BRA	CHN	ESP	FRA	GBR	IRI	TUR

Medal events
Men (1)
8-team tournament – B1

Competition format

The tournament will begin with a group phase, for which the eight teams will be divided into two groups of four. The teams will play in a round-robin format within each group, with all teams playing each other once. During the group phase, three points will be awarded for a win, one point will be awarded for a draw and zero points will be awarded for a loss. Teams' rankings during the group stage will be determined by the following criteria, in order:

- highest number of points won in all matches;
- goal difference in all matches;
- highest number of goals scored in all matches; and
- a draw to be made by the organising committee.

The top two teams in each group will qualify for the semi-final phase, with the bottom two teams playing classification matches to determine the rankings from 5th to 8th. The winners of the semi-finals will then play in the gold medal match, while the losing teams from the semi-finals will play in the bronze medal match.

Competition draw

The draw for the Football 5-a-side competition was conducted in London in March 2012.

Competition rules

The Football 5-a-side competition will be held in accordance with the editions of the following documents that are in force at the time of the Games:

- IBSA Futsal Laws of the Game 2009–2013 (available at ibsa.es)
- London 2012 Paralympic Games Classification Guide (available at <https://theexchange.london2012.com>)
- IPC Handbook (available at paralympic.org)

IBSA, working with LOCOG Football 5-a-side competition management, will be responsible for the technical control and direction of the Football 5-a-side competition at the London 2012 Paralympic Games.

Appeals and protests

For the regulations governing appeals and protests, please consult the Technical Delegate.

Athlete Substitution Rules

Athlete substitutions will only be considered for an NPC if the substitution is in the same sport, event and sport class. Substitute athletes must have met the qualification criteria for the respective event(s), and must also have signed the IPC Eligibility Code Form. In addition, the athlete's NPC must have submitted an Accreditation Application Form for the substitute athlete by the deadline of 20 April 2012.

Substitutions may only be made for athletes who withdraw due to injury, illness or other special circumstances, prior to completion of the Sport Entries sign-off conducted during the NPC's DRM. Regardless of the situation, all substitutions are subject to final review and approval by the IPC. Absolutely no substitutions will be permitted after the DRM.

NPCs must complete an Official Substitution Application Form, which will be available on request through the LOCOG Sport Entries team, for any proposed substitution between the Final Entries deadline (6 August 2012) and their DRM. NPCs must return the completed form to the LOCOG Sport Entries team for consideration and processing.

Full details on all aspects of the sport entries process, including information on the procedures if an athlete's sport class changes during the Classification Evaluation Period, are available in the London 2012 Paralympic Games Sport Entries Manual.

Classification

The purpose of the Paralympic sport classification system is to minimise the impact of impairment on the outcome of competition, so that the athletes who succeed in competition are those with the best anthropometry, physiology and psychology and who have enhanced them to best effect through hard training and quality coaching. To achieve this, athletes are grouped into classes according to how much their impairment impacts on their sport-specific performance.

It is the collective responsibility of each athlete and their NPC, through the Chef de Mission and the relevant team officials, to be informed about and comply with all classification policies and procedures relating to the London 2012 Paralympic Games and each IPSF's classification rules. Each NPC is also responsible for ensuring that international classification resulting in a sport class status of Review or Confirmed is obtained for all athletes who are intending to participate in the London 2012 Paralympic Games. NPCs are responsible for verifying the classification status of their athletes before their Delegation Registration Meeting (DRM) in London, on the basis of the Classification Master List published by the relevant IPSF.

For sport-specific information on classification procedures at the London 2012 Paralympic Games, see p20s. For full details on all aspects of classification at the Games, refer to the London 2012 Paralympic Games Classification Guide, which is available for download from The Exchange (<https://theexchange.london2012.com>).

Clothing and equipment

Clothing and equipment used by athletes and other participants in the Football 5-a-side competition must comply with the documents listed below:

- IBSA Futsal Laws of the Game 2009–2013 (available at ibsa.es)
- IPC Handbook (available at paralympic.org)
- IPC Manufacturer Identification Guidelines for the London 2012 Paralympic Games (available at paralympic.org)

The equipment used during matches will be as follows:

- Ball: Spherical, made of leather or another suitable material; circumference not less than 60cm and not more than 62cm; weighs no less than 510 grams and no more than 540 grams. The sound system employed shall be located inside the ball to enable the ball to run, roll and bounce in a regular manner.
- Pitch surface: STI Poligras Olympia.

IPC Manufacturer Identification Guidelines for the London 2012 Paralympic Games

One of the key factors that differentiate the Paralympic Games from other sporting events is the visual presentation of the Games, which includes the 'look' of the participants, the venues and the field of play.

Pursuant to the IPC Handbook, section 1, chapter 3 (Paralympic Games Principles), no form of publicity or propaganda, commercial or otherwise, may appear on persons, sportswear, accessories or, more generally, on any article of clothing or equipment whatsoever worn or used by persons participating in the Paralympic Games, except for the identification of the manufacturer of the article or equipment concerned, provided that such identification shall not be marked conspicuously for advertising purposes.

An authorised identification may only be used in compliance with the terms of the IPC Handbook, the IPC Manufacturer Identification Guidelines for the London 2012 Paralympic Games (distributed by the IPC to all NPCs and IPSFs) or as further approved in writing by the IPC. The IPC reserves the right to prohibit the use of any authorised identification on any given item in order to ensure the spirit of the principles of the IPC Handbook and the IPC Manufacturer Identification Guidelines for the London 2012 Paralympic Games are respected.

Below, please find the sport-specific guidelines from the IPC Manufacturer Identification Guidelines for the London 2012 Paralympic Games. However, all NPCs are strongly advised to refer to the complete IPC Manufacturer Identification Guidelines document for detailed information and instruction on the rules governing clothing, shoes, accessories, sporting equipment and mobility equipment at the Games.

Sport-specific information (from IPC Manufacturer Identification Guidelines)	
Clothing	
Shirt, shorts/pants, tracksuit/jacket	One identification of the manufacturer per clothing item will be permitted, to a maximum size of 20cm ² .
Accessories	
Socks, armband, towel	One identification of the manufacturer per accessory item will be permitted, to a maximum size of 6cm ² .
Gloves	One identification of the manufacturer per accessory item will be permitted, to a maximum size of 6cm ² . Exception: on goalkeeper gloves, one identification of the manufacturer will be permitted, to a maximum size of 12cm ² .
Headgear	One identification of the manufacturer per accessory item will be permitted, to a maximum size of 6cm ² and placed above either one of the ears.
Eyewear	One identification of the manufacturer per accessory item will be permitted, placed on one of the arms and to a maximum size of 6cm ² ; alternatively, two identifications of the manufacturer will be permitted, placed one on each arm and to a maximum size of 3cm ² each.
Eyeshades	Two manufacturer trademarks item will be permitted, not greater than 10% of the surface area of the item, to a maximum size of 60cm ² each.
Equipment	
Shin guards, bag	One identification of the manufacturer per equipment item will be permitted, not greater than 10% of the surface area of the item, to a maximum size of 60cm ² .

Shoes/footwear	
Shoes	All footwear items may carry the identification as generally used on products sold through the retail trade during the period of 12 months prior to the Games.

Doping control

Under the direction of the IPC, LOCOG is responsible for implementing the doping control programme during the London 2012 Paralympic Games. The programme will be carried out in accordance with the IPC Anti-Doping Code, and will comply with the World Anti-Doping Code and its relevant International Standards.

Every athlete may be selected to undergo one or more doping control tests during the period of the Paralympic Games, defined here as running from 22 August (the day the Paralympic Village opens) to 9 September (the day of the Closing Ceremony).

Testing selection during the period of the Paralympic Games will be the responsibility of the IPC, and will include both in- and out-of-competition testing through the collection of urine and/or blood samples. Testing will be conducted at Doping Control Stations set up at all competition venues and Villages. All sample analysis will be performed in a WADA-accredited laboratory established for the Games.

Full details of doping control procedures are available in the London 2012 Paralympic Games Doping Control Guide, which may be downloaded from The Exchange (<https://theexchange.london2012.com>). Printed copies of the guide will be available in all Doping Control Stations during the Games. NPCs should also note that a brief guide to doping control procedures will be distributed to all athletes.

Sport information

Sport Information Centre (SIC) and Sport Information Desks (SIDs)

Sport Information Desks (SIDs) are located at all competition venues and at the Sport Information Centre (SIC) in the Paralympic Village. The desks will provide a variety of services to NPCs, as follows:

- The dissemination of general sport information, through sport publications and through discussions with sport-specific staff.
- The distribution of results, draw/start lists and other key competition information, including schedule updates where required.
- The provision of training schedule information and, where available, assistance with booking and changing training sessions.
- The distribution of classification evaluation results and the opportunity for NPCs and Chief Classifiers to submit classification protests and appeals. For full details on classification, please refer to the London 2012 Paralympic Games Classification Guide.

- Assistance with the communication of key information from IPSFs and LOCOG to NPCs.
- Information on transport services.
- Lost and found (SIDs at competition venues only).
- Ordering of Athlete Venue Meals (AVMs; SIC only).
- Team radio frequency checks (SIC only).

The SIC will open on 22 August, the day the Paralympic Village opens, and will be open every day throughout the Games. The opening hours are as follows:

SIC opening hours	
22–23 August 2012	08:00–20:00
24 August–9 September 2012	07:00–23:00
10–12 September 2012	09:00–18:00

The SID at the Riverbank Arena will open on 24 August, and will be open every day until the end of the Football 5-a-side competition. The SID will be open between 07:30 and 20:30 every day, except 29 August, the day of the Paralympic Ceremony, when it will close at 15:00.

Info*

Info*, the official Games information system, will go live five days before the Paralympic Games Opening Ceremony. The system will offer a range of content, as follows:

Games results	Competition results viewable by sport, date and country, including entry lists, start lists and additional sport-specific reports
Games news	Flash quotes, media conference highlights, sport previews, news articles, statistics-driven reports, media communications and IPC news
Biographies	Athlete biographies, team profiles, coach profiles and NPC profiles
Medals	Medal standings by sport, overall medal standings, medallists by day and medallists by sport/event
Schedules	Competition and non-competition schedules, including media conferences, IPC activities and the Cultural Olympiad
Background	Historical data, statistics, competition formats and rules, qualification criteria and venue descriptions

Records	World and Paralympic records, including current records, record holders and new or equalled records
Transport	Transport schedules and maps
Weather	Real-time weather conditions and forecasts
Message board	Public forums for internal communication managed directly by authorised Info+ users, including the IPC, LOCOG, NPCs, IPSFs and future Paralympic Games Organising Committees

myInfo+ allows users access to Info+ from their own PC or laptop. Access will be available to users with an account (purchased via Rate Card) wherever there is access to the internet, and will include the same information available at dedicated Info+ workstations. Additional features include user customisation (for example, by sport), message alerts, bookmarking, hyperlinking to other key websites, downloadable results books, the ability to copy and paste information from results and news reports, and portability.

Info+ workstations are available at the following venues:

- NPC offices with delegations of more than 25 people.
- Competition venues in team and athlete areas (note that there will not be Info+ workstations at SIDs, although they will be equipped with a myInfo+ account). At the Riverbank Arena, there is an Info+ terminal in the Athletes' Lounge.
- The Paralympic Village: the NPC Services Centre, the Polyclinic, the Village Protocol Office, resident centres, the SIC and the Welcome Centre.
- Paralympic Family hotels.

Sport Viewing Room

The Sport Viewing Room (SVR) in the Paralympic Village will provide teams and athletes with coverage of sport competition (where available) for assistance with their training, analysis and preparation. All recordings will be provided on DVDs, and will be issued to NPCs free of charge. The use of this footage has to be in line with the IPC Policy Regarding Filming at, Access to and Use of Paralympic Video Footage and Photography of the London 2012 Paralympic Games for NPCs.

At the SVR, teams may request recordings of sessions in which they and/or their future opponents have participated. Each team will be limited to one copy of each session in which they have an interest. Recordings will be provided as full sessions only; there will be no facility at the SVR for editing footage within a particular session. NPCs should also note that DVDs will not be provided for

events that have already finished, as the SVR facilities are designed to aid training, analysis and preparation for ongoing Paralympic competition.

DVDs of particular sessions should be reserved in advance at the SVR and then collected when available. DVDs may also be available to teams on a walk-in basis, with no advance reservations. However, teams without advance reservations should be aware that there may be delays in supplying DVDs during busy periods. In some instances, footage of a particular session may not be available without an advance reservation.

NPCs may take the DVDs away from the SVR for viewing elsewhere, or they may watch them in the SVR viewing stations. There are two larger viewing stations suitable for use by teams competing in team sports, and up to 10 smaller viewing stations suitable for smaller groups (for example, an athlete and a coach). Viewing stations may also be reserved in advance at the SVR. The length of each reservation will vary by sport based on the general length of competition sessions and the type of footage requested. Any viewing stations not reserved in advance will be available to NPCs without reservations on a walk-in basis.

The SVR will open on 28 August, the day before the Paralympic Games Opening Ceremony, and will be open every day throughout the Games. The scheduled opening hours are as follows:

SVR opening hours	
28 August – 9 September 2012	08:00–23:00
10 September 2012	09:00–18:00

Competition schedule

Changes to the competition schedule will be communicated to NPCs through the SIC and the SID at the Riverbank Arena. For details of both, see p14. Changes will also appear on Info+.

31 August 2012 (Day 2), Riverbank Arena		
FB01 09:00–12:00	09:00–10:00	Men's B1 preliminaries, pool B: BRA v FRA
	11:00–12:00	Men's B1 preliminaries, pool B: CHN v TUR
FB02 13:30–16:30	13:30–14:30	Men's B1 preliminaries, pool A: IRI v ARG
	15:30–16:30	Men's B1 preliminaries, pool A: GBR v ESP
2 September 2012 (Day 4), Riverbank Arena		
FB03 09:00–12:00	09:00–10:00	Men's B1 preliminaries, pool B: TUR v BRA
	11:00–12:00	Men's B1 preliminaries, pool B: FRA v CHN
FB04 13:30–16:30	13:30–14:30	Men's B1 preliminaries, pool A: ESP v IRI
	15:30–16:30	Men's B1 preliminaries, pool A: ARG v GBR
4 September 2012 (Day 6), Riverbank Arena		
FB05 09:00–12:00	09:00–10:00	Men's B1 preliminaries, pool B: BRA v CHN
	11:00–12:00	Men's B1 preliminaries, pool B: FRA v TUR
FB06 13:30–16:30	13:30–14:30	Men's B1 preliminaries, pool A: ESP v ARG
	15:30–16:30	Men's B1 preliminaries, pool A: GBR v IRI
6 September 2012 (Day 8), Riverbank Arena		
FB07 09:00–12:00	09:00–10:00	Men's B1 semi-finals, 5th–8th: match 1
	11:00–12:00	Men's B1 semi-finals, 5th–8th: match 2
FB08 13:30–16:30	13:30–14:30	Men's B1 semi-finals: match 1
	15:30–16:30	Men's B1 semi-finals: match 2
8 September 2012 (Day 10), Riverbank Arena		
FB09 09:00–12:00	09:00–10:00	Men's B1 finals: 7th–8th classification match
	11:00–12:00	Men's B1 finals: 5th–6th classification match
FB10 13:30–17:00	13:30–14:30	Men's B1 finals: bronze medal match
	15:30–17:00	Men's B1 finals: gold medal match, Victory Ceremony

Competition: General information



Competition: General information

Pre-competition procedures

Classification Evaluation Period

All athletes with a sport class status of R are required to arrive at the London 2012 Paralympic Games in time to be available for classification during the Classification Evaluation Period for their sport. It is the responsibility of each NPC, through the Chef de Mission, to ensure that athletes listed on the Classification Evaluation Schedule are available and present for classification at the designated time, date and location.

The Classification Evaluation Period for Football 5-a-side is scheduled to run from 08:30 on 25 August to 12:30 on 28 August. Classification evaluation is scheduled to take place in accordance with the following timetable:

Classification evaluation			
Date	Evaluation times	Evaluation results posted	Location
25–27 August 2012	08:30–12:30	14:30	Village Services Centre, Paralympic Village
	14:30–18:30	20:30	
28 August 2012	08:30–12:30	14:30	Village Services Centre, Paralympic Village

NPCs should allow approximately 30–60 minutes for classification evaluation for each athlete. Athletes should be present no later than 30 minutes before the scheduled classification times at the designated venue, and should be present for evaluation with the appropriate equipment, attire and medical documentation as stipulated in the IPSF rules. With the exception of an interpreter, no more than one person from each athlete's NPC will be allowed to accompany an athlete to any evaluation session and, if applicable, re-evaluation session.

Classification results will be distributed by LOCOG to NPCs at the SIC at the Paralympic Village. Results will be posted within two hours of the close of the classification evaluation session: results of classification evaluation sessions that end at 12:30 will be posted by 14:30, while the results of classification evaluation sessions that end at 18:30 will be posted by 20:30.

For full details of classification at the Games, including information on protests, appeals and First Appearance principles, please refer to the London 2012 Paralympic Games Classification Guide.

Key meetings

Date	Time	Meeting	Details	Location
30 August 2012	10:00–11:30	Team leaders' meeting	Pre-competition meeting (including team colours assignment)	Media Conference Room, Riverbank Arena
	11:30–12:30	Technical meeting	Pre-competition meeting (including referee kit colour assignment)	
5 September 2012	10:00–11:00	Team leaders' meeting	Pre-semi-final meeting	Media Conference Room, Riverbank Arena
	11:00–12:00	Technical meeting		
7 September 2012	10:00–11:00	Team leaders' meeting	Pre-final meeting	Media Conference Room, Riverbank Arena
	11:00–12:00	Technical meeting		

Competition procedures

Warm-up procedures/call to competition		
Minutes before match start time	Activity	Details
90 minutes	Arrival of teams	Both teams arrive at the venue.
65 minutes	Pitch watering	The pitch is watered on a five-minute half-cycle (between sessions only).
60 minutes	Submission of team sheets	Both team sheets are submitted to the head Games official.
50 minutes	Eye patch application	Application of players' eye patches in the changing rooms.
40 minutes	Warm-up	Both teams' players and goalkeepers warm up on the pitch (conditions permitting).
35 minutes	Announcement of line-ups	Both teams' line-ups and Games officials will be announced (on giant screen if applicable).
20 minutes	End of warm-up	
13 minutes	Exit from changing rooms	Substitutes and team officials leave the changing rooms.
10 minutes		Players leave the changing rooms.
9 minutes	Clothing checks	Players line up in regrouping position; final checks of players' jewellery, studs and shin guards will be carried out by the fourth official.
7 minutes	Entering the pitch	Games officials, players and players' escorts enter the pitch.
6 minutes	National anthems	Team 1 national anthem.
		Team 2 national anthem.
3 minutes	Official handshake	Players and Games officials shake hands, followed by team photos.
2 minutes	Coin toss	Coin toss for the two captains, who then exchange pennants.
0 minutes	Kick-off	

Accredited/team seating

Same sport accredited seating will be provided in the West Stand. Teams will require different sport spectator tickets if they wish to attend the Football 7-a-side competition and other sports.

Video recording

Any filming at the London 2012 Paralympic Games by NPCs may only be for educational and scouting purposes and needs prior written approval from the IPC. Filming is only allowed from the stands during competition and open training sessions by any person holding an accreditation of the respective NPC. Filming is only allowed with non-professional camera equipment. Filming for scouting purposes may be allowed under the provision specified by the respective IPSF. For more information, refer to the IPC Policy Regarding Filming at, Access to and Use of Paralympic Video Footage and Photography of the London 2012 Paralympic Games for NPCs.

Post-competition procedures

Leaving the field of play

Teams will move through the broadcast area of the mixed zone after leaving the field of play.

Doping control

Athletes selected for doping control will be notified in person and escorted to the Doping Control Station by an anti-doping chaperone as soon as practically possible after they have finished competing. It is the responsibility of the athlete to remain under continuous observation of the anti-doping chaperone after notification. For details of the doping control programme at London 2012, see p14.

Mixed zone

All competition venues will include a mixed zone, where accredited members of the media, including the official Paralympic News Service (PNS), will interview athletes as they leave the field of play. All athletes must pass through the mixed zone as they leave the field of play, but are not obliged to speak. Coaches of team sports (including Archery) and combat sports who are normally positioned on the field of play will also be required to pass through the mixed zone.

As they leave the field of play, athletes will pass through the mixed zone. Reporters from the PNS will also work in the mixed zone to gather athlete comments that will then be uploaded to Info+ (see p15) and distributed as flash quotes. These will be available to all accredited people at the Games. All news service reporters will be identified with a bib.

NPC Press Attachés will be permitted to meet their athletes on the pathway of the mixed zone, but this is limited to the press section only. Press Attachés must be

wearing their armband (distributed by the IPC) and must abide by the agreed rules of conduct.

Media conferences

During the Paralympic Games, mixed zones will be the primary area for athlete interviews. Media conferences will only be held at competition venues when they make sense editorially and when the media request them. A schedule for media conferences will be maintained on Info+ and myInfo+.

NPC media conferences may also take place in the Main Press Centre (MPC) or the Paralympic Village at any time during the Games, and in competition venues on the day before competition. NPCs must book these media conferences the day before they are scheduled to occur, through the on-site Press Operations team.

For media conferences at the MPC, professional interpreters will be available to provide simultaneous interpretation in English, French, Spanish, Arabic, Chinese, German, Italian, Japanese, Korean, Portuguese and Russian. For medal-round media conferences at competition venues, consecutive interpretation will be provided according to need in a combination of languages from the list above.

Results distribution

Printed results, in the form of selected PRIS outputs, will be available for collection by NPCs from SIDs at competition venues and the SIC in the Paralympic Village. Results for all sports will also be available through Info+; see p15.

Four hours after all competition for a discipline has ended, a Results Book containing all results and competition-related reports for that discipline will be made available for download in PDF form on the LOCOG Results Book FTP site (URL: <http://london2012.ftpstream.com>, username: resultsbooks, password: ResultsBooks12). In addition, a complete Results Book containing the results and competition-related reports for all sports will be made available on the Results Book FTP site on 10 September 2012, the day after the Closing Ceremony. The FTP site will be available until 30 September 2012.

Victory Ceremonies

All Victory Ceremonies at the London 2012 Paralympic Games will occur on or around the field of play. Athlete escorts will be on hand to advise and guide all athletes before, during and after their Victory Ceremony. Athletes who take part in a Victory Ceremony must adhere to the regulations governing both dress and conduct.

Athlete escorts will lead athletes to the podium for the Victory Ceremony, and will provide direction with regard to the procedures that the athletes will need to follow. Flags, mobile phones, cameras, electronic devices, bottles, items of sport equipment, political statements and accreditations will not be allowed on the podium. If any athlete is in possession of any of these items, they must be passed

to the Victory Ceremonies producer for the duration of the Ceremony. Similarly, if any items are thrown to an athlete while they are on the field of play and/or the podium, the athlete must pass them to their athlete escort for them to hold during the Victory Ceremony.

After the Victory Ceremony has finished, athletes may be asked to move to a second location in order to provide the media with additional photography opportunities. This will take no more than one minute. After all the photographs have been taken, athlete escorts will lead the athletes to the mixed zone. If any athlete has been notified for doping control, he or she will be in the line of vision of an anti-doping chaperone and will then be chaperoned to the Doping Control Station.

Medals and diplomas

Medals and diplomas will be awarded in each event as follows:

- 1st place: A silver gilt medal and a diploma
- 2nd place: A silver medal and a diploma.
- 3rd place: A bronze medal and a diploma.

Diplomas will be awarded based on the number of participants in each event, as follows:

Participants	Diplomas
6	5 (1st–5th places)
7	6 (1st–6th places)
8	7 (1st–7th places)
9 or more	8 (1st–8th places)

Competition: Venue information



Competition: Venue information

The Football 5-a-side competition will be held at the Riverbank Arena, a brand new temporary venue within the Olympic Park with a gross capacity of 4,000 spectators.

Key information

Riverbank Arena

Olympic Park

London E20 3HY

Estimated journey time from Paralympic Village Transport Mall: 2 minutes

Venue access

The two teams for each match will arrive on separate buses at roughly the same time before the start of their match. The bus will drop off athletes at the athlete load zone, located near their designated entry gate on the west side of the Riverbank Arena. Athletes will be required to show their accreditation to access the venue.

Athletes and team officials will return by dedicated bus to the Paralympic Village after they have fulfilled their post-match obligations at the competition venue. If any athlete is undergoing doping control testing when the bus is scheduled to depart, he will be provided with alternative transport to return to the Village separately without delaying the rest of the team.

For transport information, see p43.

Field of play

The venue will include one competition pitch, measuring 42m x 22m. The pitch and all equipment will be presented in accordance with the IBSA Futsal Laws of the Game.

Venue facilities and services

Athletes' Lounge

The Athletes' Lounge at the Riverbank Arena is located on the west of the venue on the right-hand side as Games officials enter via the athlete load zone. The Athletes' Lounge is clearly signposted using tactile signage.

Catering services

Food and beverage services will be provided for accredited athletes and officials at Athletes' Lounges in competition venues during competition and official training days. All Athletes' Lounges at competition venues will feature a refreshment station serving cold beverages and snacks. The refreshment station will open no more than three hours before the scheduled start of competition and will close no later than one hour after the end of the competition.

Athlete Venue Meals (AVMs)

AVMs will be available for athletes and officials who will be away from the Paralympic Village for competition or training at competition venues for four hours or more. AVMs must be ordered from the Catering desks in the SIC or the NPC Services Centre Catering desks by 22:00, at least 72 hours in advance. The meals will be prepared at the venue for collection from the Athletes' Lounge and will consist of a substantial roll, a composite salad, a fruit yoghurt and glucose sweets.

Changing rooms and showers

Each team will be allocated a dedicated changing room during each match/training session. The dry area includes changing benches, physiotherapy couches, 16 lockers, a table and chairs, mirrors, a privacy screen, a whiteboard and a refreshments fridge. The separate wet area includes six showers, three toilets and a reinforced podium for ice baths (163cm x 324cm). Teams will be provided with towels, crushed ice for physiotherapy and bottled water.

Classification areas

There are two classification areas at the Riverbank Arena located on the west side of the venue near the field of play. These areas are clearly signposted.

Doping Control Station

The Doping Control Station at the Riverbank Arena is located on the west side of the venue, immediately on the left as teams enter the venue via the athlete load zone. For details of doping control at the London 2012 Paralympic Games, please see p14.

Language services

LOCOG Language Services Team Members (LSTM) will provide volunteer interpretation services at competition venues. The LSTMs may be identified by the badge on the sleeve of their uniform specifying the language they speak.

Language services will be covering Amharic, Arabic, Belarusian, Chinese, Croatian, Czech, Dutch, French, German, Hungarian, Indonesian (Bahasa), Italian, Japanese, Korean, Lithuanian, Persian, Polish, Portuguese, Romanian, Russian, Serbian, Slovak, Spanish, Swahili, Thai, Turkish, Ukrainian and Urdu. The specific languages provided will vary by venue.

NPCs that require language assistance should advise LOCOG staff, who will contact the Deputy Venue Protocol Manager for support. If a LSTM is not available, language assistance will be provided through a 24-hour over-the-phone interpretation service that can be accessed through designated LOCOG staff.

Lost and found

All reports of lost items by athletes and team officials at the Riverbank Arena should be directed to the SID. This is also the location to which all found items should be delivered.

Medical services and facilities

Medical services at all competition venues will be provided at athlete medical stations, which are generally close to the field of play. These services will be backed up by services at the polyclinics and the designated Paralympic hospitals.

Medical services in each competition venue will be managed by the Venue Medical Manager. LOCOG's Medical Services teams at each venue will work in line with the IPSF rules for the sport, and will consult with the IPC Medical Committee as required.

Medical services will generally be available from three hours before the start of competition until one hour after competition ends. However, times vary in some venues: please check with the SID or the Venue Medical Manager at the venue for details.

The following services will be provided:

- athlete-dedicated ambulance services
- field-of-play recovery teams
- sports medicine

Full details on medical services at the Paralympic Games are available in the London 2012 Paralympic Games Healthcare Guide, which may be downloaded from The Exchange (<https://theexchange.london2012.com>). Printed copies of the guide will be distributed to all team doctors upon arrival at the Games, and will also be available in all medical facilities.

Sport Information Desk (SID)

The SID at the Riverbank Arena will be located in the Athletes' Lounge on the west side of the venue. For details of the SID's opening hours and the services it will provide, please see p14.

Venue evacuation and emergency procedures

In the event of an evacuation, all personnel should make their way to Assembly point A outside the venue on the bridge and the Zone 5 area. All accredited personnel should go to Assembly point B, which is on pitch 2. If this area is compromised for any reason, the accredited parties will move out to Assembly point A and gather there.

Weather information

London as a whole benefits from a relatively mild climate during the summer months, and the Olympic Park is no exception. Based on statistics from recent years, teams can expect an average daily high of around 20–23°C (68–73°F) at the Olympic Park, with temperatures falling to a low of around 11–14°C (52–57°F) at night.

At Games time, forecasters from the Met Office will be located in the Sport Operations Centre, and will provide regular weather forecasts for all venues that will stage outdoor sports during the Games. All detailed and up-to-date forecasts will be available on Info+.

Training



Training

Training for the Football 5-a-side competition will take place on one pitch at Old Loughtonians Hockey Club, a short distance from the Olympic Park. All training equipment will be approved by IBSA and will comply with the IPC Manufacturer Identification Guidelines.

Training facilities at Old Loughtonians Hockey Club will be available to teams from 22 August 2012, the day the Paralympic Village opens, until the end of the competition. Training will also take place at the Riverbank Arena once the transition schedule has been confirmed.

Allocation/booking of training sessions

Teams will be pre-assigned training slots of 1.5hrs each day by LOCOG on a strict rotational basis. The training roster of times and venues will be communicated to NPCs before arrival and will be available on Info+. Training will be available at Old Loughtonians Hockey Club from 08:00 to 20:00.

The training schedule is very intense with teams training back to back throughout each day, and teams must stick to their allocated sessions. It is extremely important that teams arrive ahead of their sessions to enable them to prepare and be ready to start their session on time. Sessions will not run over time for any reason. The time of a team's training session cannot be moved.

If a team does not wish to take up any given slot, it should inform the SID or SIC at the earliest possible opportunity and no later than 22:00 the day before the session.

Old Loughtonians Hockey Club

Key information

Old Loughtonians Hockey Club

Luxborough Lane

Chigwell

Essex IG7 5AB

Estimated journey time from Paralympic Village Transport Mall: 35 minutes

Venue access

There is a single access point for Old Loughtonians Hockey Club, off Luxborough Lane, which is accessed off High Road in Chigwell, Essex. The athlete load zone is located just inside the car park, next to the path which runs alongside the end of the main building. This area applies for both athlete drop-off and athlete pick-up. The bus will stop beside this path where athletes will exit the bus.

Athletes' accreditation will be checked by Security and then they will have access to the venue for training. For transport information, see p43.

Field of play

Old Loughtonians Hockey Club is equipped with two STI Poligras Olympia pitches, which have the same specification, colour and irrigation systems as the pitches at the Riverbank Arena. Teams should note that there are no team video towers at Old Loughtonians Hockey Club.

Venue facilities and services

Athletes' Lounge

The Athletes' Lounge overlooks field of play 1 and is accessible through its own door. Amenities include a table, chairs, a TV and refreshments.

Catering services

Refreshment stations for athletes and team officials will consist of unlimited packaged bottled water and isotonic sports drinks, whole fruit, tea/coffee and biscuits/energy bars. Stations will be located in the Athletes' Lounge.

Changing rooms, showers and lockers

The six changing rooms at the venue may be accessed through the athletes' entrance. The changing rooms are equipped with toilets, showers and lockers. A separate space contains massage/physiotherapy beds, provided by LOCOG for team use.

The changing room area also contains space for ice baths, although teams must provide their own baths. Any teams that require an ice bath at Old Loughtonians Hockey Club must inform the SIC or the Riverbank Arena SID by 12:00 on the day before their training session to allow time for the appropriate arrangements to be made.

Media room

The media room at Old Loughtonians Hockey Club is located next to the Athletes' Lounge. All training sessions are by default open to the media at both locations. Teams must stipulate if they wish their training session to be closed from the media via their NPC.

Medical services and facilities

Medical services will be provided for athletes at all Games-time training venues during training sessions. The following specialists will be available:

- physiotherapists
- sports massage therapists

For details of the London 2012 Paralympic Healthcare Guide, see p30.

Towels

One towel for every athlete and physiotherapist will be provided in the changing rooms before each training session. Athletes and team officials should not remove towels from Old Loughtonians Hockey Club. If an NPC is found to be removing towels, it may be charged for them.

Riverbank Arena

For information on facilities and services at the Riverbank Arena, see p28.

The Games



Accreditation

The London Organising Committee of the Olympic Games and Paralympic Games issues a Paralympic Identity and Accreditation Card (PIAC) to each individual participating in the London 2012 Paralympic Games. Each PIAC establishes the identity of its holder.

The diagram shows a sample PIAC card with the following sections and labels:

- Cardholder's photo:** A portrait of a woman.
- Accreditation category:** A green box containing the letters 'Aa'.
- Cardholder's information:** Text fields for 'Name SURNAME', 'FUNCTION', and 'ORGANISATION'.
- Registration number and barcode:** A barcode and the number '5000049 - 01'.
- Additional privileges:** Three small boxes labeled 'COM', 'IT', and 'TA'.
- Venue and sport access codes:** Two boxes labeled 'AT' and 'PLV'.
- Zone and seating access codes:** A large blue box containing the letters 'A', the number '2', and the letter 'R'.

In accordance with the IPC Handbook and relevant UK legislation, a Pre-Valid Card, along with a passport, will serve as an official entry document to enter the UK between 30 March 2012 and 8 November 2012 with a period of stay not exceeding six months from first entry. No additional entry visa will be required during this period. The Pre-Valid Card will be valid for multiple entries provided it is accompanied on each occasion by a passport.

The PIAC allows access to Paralympic Games venues. Before validation, the PIAC is referred to as a Pre-Valid Card. Once the Pre-Valid Card has been validated, it becomes the official PIAC for the bearer throughout the London 2012 Paralympic Games period. Pre-Valid Cards can be validated only after the completion of your NPC's Delegation Registration Meeting and up until, and including, the day of the Closing Ceremony on 9 September 2012.

Accreditation facilities

During the Paralympic Games, Accreditation Centres in the Paralympic Villages will serve as the primary accreditation service locations for NPC delegations.

Venue Accreditation Help Offices (VAHOs) will be located at strategic locations at official Paralympic venues and provide first point-of-issue resolution, validation of Pre-Valid Cards and re-issuing of lost/stolen cards.

Accreditation facilities			
Facilities	Location	Population	Services
Paralympic Village Accreditation Centre	Welcome Centre	National Paralympic Committees (NPCs)	Card validation, card production, problem resolution, reissuing for lost/stolen card(s)
Paralympic Rowing Village Accreditation Centre	Welcome Centre		
Paralympic Sailing Village Accreditation Centre	Weymouth and Portland		
Paralympic Family Hotel	Grange St Paul's	Paralympic Family, including IPC, IPSF and NPC leadership	Card validation and production, problem resolution, reissuing for lost/stolen card(s)
International terminals	London Heathrow Airport (international terminals)	All	Card validation only
Venue Accreditation Help Offices (VAHOs)	Next to competition venues	All	Card validation and reissuing for lost/stolen card(s)

Accreditation codes

Sport/Discipline and Venue codes and pictograms printed on the front side of the PIAC indicate access to competition and/or non-competition venues. A full description of the codes is available on the reverse side of the card. Venue zone access rights are printed on the PIAC using colour and alphanumeric codes.

Venue zone codes	
Zone code	Description
Blue (colour)	Competition areas (field of play), administrative and operational areas
Red (colour)	Administrative and operational areas
2	Athlete preparation area
4	Press areas
5	Broadcast areas
6	Paralympic Family Lounges

There is also a White Zone area at competition venues where accredited persons may circulate. All of the aforementioned codes grant access to the White Zone areas.

Paralympic Village codes	
Zone code	Description
R	Paralympic Village Residential Zone

The Paralympic Village pictogram automatically grants access to the Paralympic Village Plaza.

Lost, stolen or damaged cards

Every lost, stolen or damaged accreditation card must be reported to the nearest accreditation facility, where it will be cancelled in the accreditation system. A new card will be issued on presentation of a request for accreditation card replacement.

Team Welcome Ceremonies

The Team Welcome Ceremonies (TWCs) are the official welcome to all NPCs participating in the London 2012 Paralympic Games and will take place in the Paralympic Village Plaza from 22 to 28 August 2012. The ceremonies will act as a 'celebratory moment' at the beginning of the Games to welcome all the athletes, delegates and guests. Each TWC will involve up to four NPCs and will last no more than 30 minutes.

Opening and Closing Ceremonies

Opening Ceremony

The London 2012 Paralympic Games Opening Ceremony will be held at the Olympic Stadium on 29 August 2012 at 20:30. The pre-show will begin at 20:12 and the Athlete Parade will start at 20:45.

Athletes and team officials will make their way from the Paralympic Village to the Olympic Stadium. The distance from the Paralympic Village exit to the entrance of the Olympic Stadium is approximately 1.5km. LOCOG will provide transport services from the Paralympic Rowing Village and the Paralympic Sailing Village to and from the Paralympic Village.

All athletes and team officials participating in the Paralympic Games are eligible to march in the Opening Ceremony. LOCOG will check the accreditation of athletes and team officials on departure from each Paralympic Village and again before entering the Olympic Stadium.

NPCs will enter the Olympic Park and make their way to a queue zone in protocol order of the Athlete Parade. Athletes and NPC team officials will enter the stadium, parade past the Presidential box and proceed around the field of play in front of the audience before taking their seats to watch the remainder of the ceremony.

For athletes wishing to depart the ceremony before its completion, early departures will be made possible at appointed times. Athletes and NPC team officials will return to the Paralympic Village by making their way along the same route used for entering. Athletes and NPC team officials leaving after the completion of the ceremony will also make their way along this same route. Transport services for the Paralympic Rowing Village and the Paralympic Sailing Village will also be provided.

Closing Ceremony

The London 2012 Paralympic Games Closing Ceremony will be held at the Olympic Stadium on 9 September 2012. Athletes will enter the stadium from 19:45 before the show starts at 20:30 but there will be no official parade. Athletes will make their way from the Paralympic Village to the Olympic Stadium on the same route as for the Opening Ceremony.

Parading athletes and officials

Under no circumstances may participants in the Opening or Closing Ceremonies display any form of publicity or propaganda – commercial, political or otherwise – on any item worn, or in any other manner that is visible on camera. Participants may not use cameras or handheld video recorders during the parade. The use of mobile phones by athletes and officials during the Ceremonies is also strictly prohibited.

Ticketing

During their own discipline's competitions, athletes and officials may access the athletes' stand without a ticket upon presentation of their PIAC.

Different Discipline Spectating Athletes (DDAs) and officials

LOCOG is offering a limited number of complimentary tickets to the A stand in competition venues for all sports other than Sailing in Weymouth and Portland. Please contact your NPC for further details on how these can be requested, but please also remember that there are a limited number of tickets and capacity is restricted.

DDA transport to venues

See p46.

Athlete Family and Friends (AF&F) tickets

LOCOG has set aside approximately 35,000 tickets specifically for sale to the family and friends of athletes who are participating in the London 2012 Paralympic Games. The sale and distribution of tickets is the responsibility of NPCs, who will be able to explain further the sales process.

Two tickets will be made available per competing athlete per session with the exception of Swimming, where only one ticket may be offered because of the high number of participating athletes and the venue capacity.

Ticket box offices

Ticket box offices will be situated in the Olympic Park and at all other venues in close proximity to the venue access control area (entrance). Box offices will

usually open 90 minutes before the beginning of the first session in their vicinity and will close between 30 and 60 minutes after the end. There will also be a ticket box office in the Paralympic Village Plaza from 22 August to 9 September 2012, open from 09:00 to 21:00.

Paralympic day passes

Day passes give entry to multiple venues/arenas within a precinct/venue on a specific day, enabling a spectator to view several different Paralympic sports. Access to a specific session in a venue/arena is based on availability and is therefore not guaranteed. Day passes will be available for the Olympic Park (five venues, six sports), ExCeL (five arenas, six sports) and The Royal Artillery Barracks (two sports).

Ticket touting

It is a criminal offence to resell London 2012 tickets in a public place (including online) or in the course of business (this includes anything as a result of which a person makes or aims to make a profit) without the authorisation of LOCOG. This law applies in the UK but is also intended to apply to activities that take place overseas. Please make your team members aware of this offence. The offence is enforced by the police in the UK, and LOCOG will not be able to assist if the rules are breached.

Transport

A summary of transport at the Games follows. Please note that full details of transport services at the Games, including timetables, may be found on Info+ and in the Athlete Transport Guide.

Athletes/NPC transport system (TA)

During the London 2012 Paralympic Games, the TA system will provide transport services for athletes and NPC team officials and their accompanying baggage and personal sport equipment, from 22 August until 11 September 2012.

TA system privileges are available to Aa, Ab, Ac, Am, Ao and As accredited persons. P-accredited training partners and personal coaches are not permitted to use the TA system.

Frequency-based or scheduled TA services

Services will run on a regular frequency, or in accordance with a schedule published on Info+ or in the Athlete Transport Guide.

- Arrivals from London Heathrow Airport (LHR) to the Paralympic Village will run on peak and off-peak frequency based on Arrivals and Departures System (ADS) data.

- Departures to LHR from the Paralympic Village will be scheduled after reconfirmation of flight details at the NPC Service Centre Arrivals and Departures desk.
- Arrivals and Departures from LHR to the Paralympic Rowing Village, Paralympic Sailing Village and Grooms' Accommodation will be scheduled according to ADS data.
- Competition and training.
- Internal Village Transport Service (IVTS) at the Paralympic Village and Paralympic Rowing Village.
- Opening Ceremony.
- Different Discipline Spectating Athletes (DDAs) to certain venues where sharing competition service is not available.

Pre-bookable services

The following services are only available if pre-booked in accordance with the following table:

Pre-bookable services			
Service		Bookable by	Bookable at
Inter-Village Connection Service	Between the Paralympic Village and the Paralympic Rowing Village; and between the Paralympic Village and the Paralympic Sailing Village	16:00 the day before travel *	Transport desk
Team sports	New services	12:00 the day before travel	Sport-specific desks at Sport Information Centre, Paralympic Village
	Change of service		
	Cancellation of service		

* Service will be replaced by an Opening Ceremony service on 29 August 2012.

Team sports – pre-bookable service

Each team will be able to book an allocated vehicle with driver(s) that will be available from 22 August 2012 to operate according to a pre-agreed schedule for use during the training and competition period and ceasing no longer than 24 hours after the team's final match.

Team buses will be equipped with a Vehicle Access and Parking Permit (VAPP), which will allow access to the PRN and their official accommodation sites and respective sport training and competition venues.

Team vehicle policies

- Team vehicle VAPPs are not transferable to a non-LOCOG vehicle.
- Team vehicles may only be utilised by accredited team members.
- Team vehicles may only be driven by LOCOG-provided drivers.
- Team vehicles may only be used for travel between a team's official accommodation site(s) and their respective competition and training venue(s)
- For the purposes of athletes and team officials spectating at their sport, team vehicles may only be used if more than 50 per cent of the competing athletes and team officials wish to travel to the venue. Otherwise, they would be expected to make their own way to the venue, use a service for spectating athletes or use an NPC-dedicated vehicle.
- Team vehicles may not access different sport competition venues for spectating. Athletes and NPC team officials would be expected to walk to Olympic Park venues, use a service for spectating athletes, use an NPC-dedicated vehicle or take public transport.
- Schedule changes may only be requested by the team leader, manager or accredited team representative.
- Team vehicles will normally remain at the venue during training sessions and competition.
- At Olympic Park venues, team vehicles may be required to stage remotely and will be called to the TA load zone by the Venue Bus Team Leader when scheduled.
- Team vehicles and drivers may differ from day to day, but the vehicle type will remain the same.
- Team vehicles will not start loading until the full team is present at the designated team holding area located within the Paralympic Village Transport Mall.
- All kit and equipment should be carried on the team vehicle.

Teams based at the Paralympic Village

Teams will first meet their assigned team vehicle and driver in the Paralympic Village Transport Mall following prior confirmation of the team's schedule. Requests for a new service, a change or cancellation of service can be made at the Sport Information Centre (SIC) by 12:00 the day before travel at the following venues.

TA system loading and unloading

TA services will use load zones in the Paralympic Village Transport Mall except for the following services, which will operate from the Welcome Centre:

- Arrival services
- Off-peak departures before 10 September 2012
- Inter-Village Connection Service (IVCS)
- DDA-dedicated services

Scheduled competition and training services from the Paralympic Village Transport Mall

In principle, competition services will start three hours before competition and finish two hours after competition. Training services are scheduled in line with the training requirements of individual sports. All schedules will be available on the Info+ system and in the Athlete Transport Guide. Estimated journey times do not include any security screening times, any queuing time or, where applicable, in-venue times. Please allow up to 15 minutes for this on arrival at the venue.

Scheduled services for spectating athletes

LOCOG encourages all spectating athletes to walk to Olympic Park venues from the Paralympic Village. An accessible shuttle bus will also operate to all competition venues in the Olympic Park. For most other venues in London, both same discipline and Different Discipline Spectating Athletes (DDAs) are permitted to travel on the scheduled competition services to the venue. Priority will always be given to competing athletes and in many cases public transport will offer a more efficient travel alternative, particularly on return journeys where spectator exits and transport may be much closer to spectator seating areas than the athletes load zone back of house.

For North Greenwich Arena and for Eton Dorney, where DDAs will not be able to travel on the teams' vehicle or take any competition service from the Paralympic Village Transport Mall, there will be a separate DDA service available from the Paralympic Village Welcome Centre to a front-of-house load zone. There will be one departure and return time per session. The table below gives details of the DDA services, along with public transport information. Please note that public transport travel times do not include any queueing or waiting times.

DDA services from Paralympic Village Welcome Centre for team sports		
	Wheelchair Basketball at North Greenwich Arena	Rowing at Eton Dorney
DDA service dates	30 August – 8 September	31 August – 3 September
Estimated journey time	20mins	1hr 30mins
Vehicle type	Single deck bus	Coach
Public transport	London Underground	Underground, train and shuttle bus
Estimated travel time	15mins	110mins

Paralympic Route Network (PRN)

The Paralympic Route Network (PRN) is a network of roads linking all competition and official non-competition venues. The PRN will help to ensure that the Paralympic Family is able to travel efficiently between venues and accommodation while also keeping other traffic on the roads moving.

Core routes

The PRN core routes include the main roads between central London and the Olympic Park, and heading south to competition venues such as North Greenwich Arena and ExCeL. Games lanes will be available on significant portions of the core routes from 06:00 to 00:00 from 28 August to 11 September 2012.

Venue-specific routes in London

Measures in place on routes to other venues across London will operate on days when training and competition is taking place. Routes will typically be operational from 07:00 to 19:00 but times may vary in accordance with the event schedule.

Venue-specific routes outside London

Measures in place on routes to other venues located outside London (Eton Dorney and Brands Hatch) and in Weymouth and Portland will operate as and when the event schedule requires. Further information on the PRN may be found on the Transport for London (TfL) and London 2012 websites:

- tfl.gov.uk/corporate/projectsandschemes/18196.aspx
- london2012.com/olympic-route-network/home.html

Marathon

Due to the Marathon event taking place at The Mall on 9 September 2012, some PRN roads will be closed off to traffic. Alternative routes will be in place.

Public transport

For help planning the quickest and easiest route to your destination, go to tfl.gov.uk/journeyplanner. This handy planner also allows you to search for the most accessible routes – for instance, avoiding stations with stairs and escalators, or limiting the distance you need to walk. Further assistance is provided by Transport for London's 24-hour information centre, on +44 (0)843 222 1234.

Oyster cards

You should have received an Oyster card with your accreditation. An Oyster card is a contactless electronic travelcard that allows you to travel on London's public transport system during the Games. The card allows you to use the following modes of transport within zones 1 to 6:

- London Underground (tube)
- London buses
- Docklands Light Railway (DLR)
- Trams
- National Rail services within designated zones

This does not include river services (you can get one-third off the cost with your Oyster card).

Your Oyster card is paired with your Games accreditation – you must show your accreditation when asked. The card allows travel from central London to all venues within the Olympic Park, Greenwich, ExCeL and London venues. In addition, you can use the Oyster card to travel to the outer London venues of Eton Dorney and Brands Hatch on competition days.

Using your Oyster card couldn't be simpler, as long as you follow these rules when you see the yellow card reader sign.

- Always touch in and touch out on the yellow card reader.
- When you touch your card on the reader, a green light and one beep means that it has been accepted for travel.
- A red light and two beeps mean your card has been rejected.
- Do not proceed until your Oyster card has been accepted for travel.
- For journeys on all London's buses and trams, you need only touch in when boarding.
- Remember: do not top up your card.

Lost or stolen Oyster cards

The Oyster card that you received with your accreditation will only be replaced in exceptional circumstances. Lost or stolen cards must be reported by your NPC. The original Oyster card will be cancelled before a new Oyster card can be issued.

London Underground

The London Underground is the quickest way to get around the city. At Games time, the tube will have extended operating hours, starting at around 05:30 and closing at around 01:30. You shouldn't have to wait longer than five minutes for a train.

To access the tube, simply open the gate by touching your Oyster card on the yellow reader, and then touch out when you have reached your destination. Tube stations that are wheelchair accessible are marked with a wheelchair symbol.

Docklands Light Railway (DLR)

The DLR runs from Bank or Tower Gateway stations to Lewisham, Woolwich Arsenal, Beckton and Stratford. At Games time, trains will run from 05:30 to 01:30. At DLR stations, Oyster card readers are usually located in the ticket hall or on the platform. The DLR is a fully accessible railway: all stations have a lift or ramp access to the platforms, with level access on to the trains.

London Overground

The London Overground railway links up many of London's interesting neighbourhoods. During Games time, services will run from around 06:00 to 01:00. Trains run every six to 10 minutes. At London Overground stations, Oyster card readers are usually located in the ticket halls. Wheelchair users should note that access to platforms usually involves using stairs, and that there may be a step of a few inches between the platform and the train.

High speed service

The high-speed rail service will operate extended hours on competition days between St Pancras International and Stratford International stations. Games Family-accredited people with a London 2012 Oyster card can access the service free of charge from 16 August to 12 September 2012.

Buses

London's bus network is a great way to get to know the city. Many bus routes operate 24 hours a day, while others operate a special night service from around 23:00 to 06:00.

On London buses, Oyster card readers are located next to the driver. You only need to touch in once, when you get on the bus. All London buses are low-floor vehicles (excluding heritage bus routes 9 and 15), which means that they are lowered to street level when the bus stops and the doors open. This makes it easier for people with mobility impairments to board and alight. Buses can take a maximum wheelchair size of 70cm in width and 120cm in length.

Water transport

Your Oyster card and Games accreditation will also allow you to receive a one-third discount on standard advertised adult fares on river services provided by KPMG Thames Clippers. All piers are wheelchair accessible. Most riverboats are accessible, and most new riverboats have dedicated wheelchair spaces. Go to thamesclippers.com for full details of the river routes and timetables.

Taxis

Black cabs can be flagged down in the street, picked up at designated taxi ranks or booked over the phone. To flag down a black cab in the street, look out for the illuminated 'For Hire' sign. Fares are metered. All licensed taxis are accessible to people using wheelchairs.

Minicabs are often cheaper than black cabs, but you are not permitted to hail them in the street. Always avoid unlicensed minicabs – if you are taking a minicab, book it over the phone and ensure that it is properly licensed.

For details of recommended black cab and minicab firms, see tfl.gov.uk/gettingaround.

Travel advice

Here are some things to bear in mind when using London’s public transport network:

- Look out when crossing roads – don’t forget cars drive on the left-hand side.
- If you’re travelling by train or tube, stand behind the yellow line on platforms and allow passengers off the train before boarding.
- Move down inside train carriages and buses, allowing others on behind you, and keep everything clear of the doors.
- Stand on the right-hand side of escalators in stations – the left-hand side is for people in a hurry.
- Do not leave your bags unattended at any point on your journey.
- If you see an unattended bag or package, don’t touch it – just let a member of staff or the police know immediately.
- Try to avoid walking alone at night. Keep to well-lit main roads and walking routes.
- Look after your belongings. Make sure your bag is zipped and don’t flash around your mobile phone or other valuables.

Villages

For details of the three Paralympic Villages, see the relevant Village Guide, copies of which are available in residential accommodation at each Village.

Security

LOCOG is working with the UK government and the police to deliver a safe and secure Games that London, the UK and the world can enjoy. LOCOG is responsible for in-venue security, while wider policing plans are delivered by the Metropolitan Police and forces throughout the UK.

LOCOG has worked in partnership with law enforcement agencies to design and implement security systems for each venue, making them as safe and secure as possible. Security measures at venues include security fencing and barriers, perimeter intrusion systems, security lighting, CCTV, hostile-vehicle mitigation, and

police and security patrols. To maintain safety and security, all people, vehicles and goods must be security-screened before they are allowed inside a venue.

As an athlete or team official, you must go through security checks whenever you arrive at a Paralympic venue. These checks will be performed as quickly as possible, in order to allow you to reach your destination in good time. You will go through an accredited lane (these lanes will be signposted), separate from the line that spectators use.

When you first arrive at a venue, you and your belongings will be searched. As part of the security checks at most venues, your bags will be X-rayed and you will be asked to walk through a metal detector. If you arrive in a vehicle, you will be asked to leave the vehicle and will be searched at an Occupant Screening Area (OSA), while the vehicle will be screened at a Vehicle Screening Area (VSA).

Security at the Paralympic Villages

To enter any of the Paralympic Villages during the Games, you must display the correct accreditation and go through security checks. You must go through accreditation and security checks each time you enter a Village, even if you haven't left the Olympic Park (in the case of the Paralympic Village at Stratford).

Security at competition venues

If you arrive at a competition venue on official transport from another secure venue such as any Paralympic Village, you won't need to go through security checks again when you arrive. However, if you arrive at a competition venue by any other means, then you will need to go through security checks.

Security at training venues

Security screening will also be in operation at training venues, for which you will need to display the appropriate accreditation.

Security in transit

LOCOG is working with the police and highway authorities to ensure the safety and security of those travelling between Paralympic venues, training sites and Villages. If you need to travel between venues, you will travel on the designated Paralympic Route Network (PRN). In addition, the Athlete Transport (TA) system buses will be fitted with vehicle-tracking technology, which will allow LOCOG to monitor bus movements and respond accordingly.

If you are travelling between secure venues on TA vehicles using the PRN, you won't have to leave the vehicle for personal screening when you arrive at your destination. However, the vehicles must stop briefly at the VSA for external screening.

If you are returning to the Paralympic Village from a competition or training venue, you will not need to be personally screened during vehicle checks when

entering the Olympic Park. However, you must go through personal screening after you leave the TA system vehicle at the Paralympic Village Transport Mall.

If you need to access or park your own vehicle and have applied for and received the correct parking permits (with the correct parking accreditation) within the secure perimeter of a venue, you will be stopped at the VSA. All passengers must go through personal screening.

Prohibited and restricted items

We want everyone to have a safe and enjoyable Games, so there are rules on what can be brought into Paralympic venues. Below, you will find lists of items that are either prohibited or restricted at London 2012. However, as an athlete or team official, you may be exempt from some aspects of these lists – more information about exemptions may be found below.

Prohibited items

The following items may not be brought into any London 2012 venue:

- Alcohol
- Glass bottles over 100ml
- Liquids, aerosols and gels in quantities larger than 100ml
- More than one soft-sided bag with a 25l capacity (all bags must be able to fit under your seat)
- Tents, placards, spray paint or any other item which could be used to demonstrate within the venue or sabotage property
- Walkie-talkies, phone jammers and radio scanners
- Laser pointers and strobe lights
- Items that are too large to be electronically screened
- Bicycles, folding bicycles, roller-skates and skateboards
- Personal wireless access points and 3G hubs
- Pets or animals (excluding service animals)
- All types of knives and bladed items, including pocket knives and knives carried as part of cultural dress (excluding the Sikh article of faith kirpan/ ceremonial dagger)
- Firearms and ammunition (including replicas, component parts or any device suspected to be a firearm)
- Personal protection sprays such as CS or pepper sprays
- Fireworks, explosives, flares and smoke canisters
- Hazardous and toxic materials
- Offensive weapons or implements such as bayonets, flick knives, extendable batons, sharpened combs, modified belt buckles and loose blades modified into weapons
- Controlled drugs, including substances that resemble controlled drugs
- Items that resemble prohibited items, such as replica guns or hoax explosive devices

Restricted items

The following items may be brought into venues, but their use is restricted to certain conditions:

- Large flags (bigger than 1m x 2m), banners and associated poles
- Oversized hats
- Large, golf-style umbrellas
- Large photographic and broadcast equipment over 30cm in length, including tripods and monopods; please note that the use of photographic or broadcast equipment for commercial purposes is prohibited unless you hold media accreditation
- Balls, rackets, frisbees and similar objects or projectiles
- Excessive amounts of food
- Noisemakers such as hunting horns, air horns, klaxons, drums, vuvuzelas and whistles
- Any objects or clothing bearing political statements or overt commercial identification intended for 'ambush marketing'
- Flags of countries not participating in the Games

Exemptions

As the holder of an athlete or team official accreditation, exemptions may apply to you, and you may carry certain items on this list.

You may bring with you as many liquids, aerosols and gels as you require for personal use. However, you must pass through a back-of-house screening area. If you are entering a venue in an official vehicle, you must take any liquids for personal consumption through an OSA. You may also bring in reasonable amounts of alcohol, as long as it is for personal use.

If you are not an athlete or team official, but hold a full accreditation card or have residential status for any of the Villages, you may carry up to five litres of liquids, aerosols and gels for personal use into the Villages. Alcohol in sealed containers is also permitted within this exemption.

You may also bring any 'tools of the trade' that you need for training or competition. This includes sporting equipment for your sport, along with any tools required to repair or maintain your equipment. All such tools must be security checked at an accredited screening lane, and you must declare the items to security staff before you are screened. Tools of the trade include but are not limited to:

- Multi-tools
- Compressed O₂ and CO₂ for filling tyres
- Matches/lighters for securing string/rope by melting
- Spray adhesive

- Paint thinners/solvents, for cleaning equipment
- Other tools, such as drills, grinders, sanders, polishers, rivet machines and scissors
- Repair materials such as polyester resin, epoxy resin, buffing compounds, paint and small quantities of acetone
- First aid kits, including scissors and tweezers
- Portable, two-part folding medical treatment tables
- Stringing kits, including pliers and awls, for use in racket sports

Requests for emergency assistance

Within venues, police, fire and medical personnel will be always available if you need assistance. When immediate action is required, please call these numbers for police, fire or medical emergencies.

Inside the Olympic Park

- Emergencies: 0300 2012 222
- Non-emergencies: 020 3 288 5858 or 020 3 288 5901
- Health (non-emergency): 0300 2012 111

Outside the Olympic Park

- Emergencies: 999
- Non-emergencies: 101

When calling for emergency assistance:

- Know your location.
- Tell the call taker whether you require the police, fire, or ambulance.
- Be prepared to answer questions.
- Do not programme emergency numbers into any telephone. Speed dials can lead to accidental emergency calls.
- For non-English speakers, knowing the language you speak and knowing key words in English such as 'police', 'fire' and 'ambulance' will help speed up the process.

Recycling

London 2012 has the inspiring ambition to host the first ever Zero Waste Games, with no Games waste being sent to landfill. To make this happen, we all need to play our part, so please recycle.

Recycling at the Games is simple. On all packaging, you will find one of these three recycling symbols or a coloured mark:



These symbols show you which of the three coloured bins to use for your rubbish. Simply match the symbol to the colour of the bin.

Green bins

Plastic bottles, plastic trays and tubs, newspapers, magazines and drinks cans should be put into the green bins.

Orange bins

All food and specially designed compostable food packaging found in the Village should be put into the orange bins to be made into compost. Old flowers and torn clothing should also be put into the orange bins.

Black bins

All unrecyclable and 'if-in-doubt' items, such as crisp packets and sweet wrappers, should be put into the black bins.

London 2012

London in 2012

Population: 7,556,900, estimated in 2007 (UK: 61,792,000)

Official language: English

Currency: pound sterling

Local time: at Games time, Greenwich Mean Time (GMT) +1hr, also known as British Summer Time (BST)

Area: 1,579 sq km (UK: 243,610 sq km)

Latitude and longitude: 51°30'26" N, 00°07'39" W

Altitude: 20m

Government: Greater London Authority (london.gov.uk)

London, then and now

Londinium, the first recorded settlement on the site of the modern-day city, was established almost 2,000 years ago by the Romans, shortly after their invasion in AD 43. The Romans were eventually replaced by the Anglo-Saxons, who called their settlement Lundenwic; and then, in the 11th century, by the Normans, led by William the Conqueror.

London expanded dramatically beyond the old city walls in the 16th, 17th and 18th centuries, despite regular outbreaks of the plague and other major

catastrophes such as the Great Fire of 1666. As the British Empire grew during the prosperous 19th century, so did London: between 1801 and 1901, its population spiralled from around one million to 6.5 million. The first half of the 20th century brought two world wars and plenty of other challenges, but the Olympic Games in 1948 heralded a revival in the city's fortunes.

Today, London's heritage is visible everywhere, from the few remaining parts of the Romans' defensive wall to the world-famous dome of St Paul's Cathedral. However, London is also a truly modern city, a product of today as much as of 2,000 years of history. It is one of the world's most important financial and commercial centres, but it is also an artistic and cultural hub. It is a city in which 500-year-old landmarks sit next to brand new skyscrapers. And it is home to one of the most varied and vibrant populations of any world city, many of whom are now helping to write the current and future chapters of London's epic history.

Climate

London as a whole benefits from a mild to warm climate during the summer months of August and September. Based on statistics from recent years, teams can expect an average daily high of around 20–23°C (68–73°F) in the Paralympic Village, with temperatures falling to a low of around 11–14°C (52–57°F) at night. On average, relative humidity ranges from a minimum of around 60% to a maximum of around 90% during this period. The average monthly rainfall during August and September is 49–57 millimetres; the prevailing winds are from the south-west.

The country's Paralympic heritage

The birthplace of the Paralympic Movement was a small village in the south of England called Stoke Mandeville. On 29 July 1948, the same day as the Opening Ceremony of the London 1948 Olympic Games, Sir Ludwig Guttmann – a German neurologist who had emigrated to Britain in 1939 – organised an archery competition for World War II veterans with spinal injuries in the grounds of Stoke Mandeville Hospital. Four years later, athletes from the Netherlands joined and the international Paralympic Movement was born. The competitions at Stoke Mandeville Hospital were the precursor to the first Paralympic Games, held in Rome in 1960.

The Paralympic Games came to Britain for the first time in 1984, when Stoke Mandeville co-hosted the Games with New York. After New York staged events from 17 to 30 June, the Games came to Stoke Mandeville between 22 July and 1 August, with more than 1,100 athletes competing from 41 countries. Many world and Paralympic records were broken: Denmark's Ingrid Lauridsen and the American Marcia Bevard were the stars of the Games, each winning six gold medals in Athletics and Swimming respectively. At the Stoke Mandeville Games, the Wheelchair Marathon was held for the first time.

Following several years of preliminary study and research, London's bid team for the 2012 Games was formed in 2003, and the bid was officially launched on 16 January 2004. At the 117th IOC Session in Singapore, at 19:46 local time on 6 July 2005, London won the right to stage the Olympic and Paralympic Games in 2012. Just over seven years later, on 29 August 2012, the eyes of the world will be on London, and the Opening Ceremony of the 14th Paralympic Games.

London 2012 Paralympic Games in brief

Sports: 20

Disciplines: 21

Medal events: 503

Athletes: 4,233 (projected)

Competition venues: 19

Days of competition: 11

Competition sessions: 284

Paralympic Village Official Opening: 22 August 2012

Opening Ceremony: 29 August 2012

Closing Ceremony: 9 September 2012

London 2012 competition venues

A total of 20 competition venues will be used at the London 2012 Paralympic Games. These are divided into four zones.

Olympic Park

The Olympic Park is home to seven brand new competition venues that will host more than two-thirds of the 503 Paralympic medal events at London 2012. The venues are as follows:

- **Olympic Stadium:** Athletics
- **Aquatics Centre:** Swimming
- **Basketball Arena:** Wheelchair Basketball, Wheelchair Rugby
- **Copper Box:** Goalball
- **Eton Manor:** Wheelchair Tennis
- **Riverbank Arena:** Football 5-a-side, Football 7-a-side
- **Velodrome:** Cycling (Track)

The Park, which will create a beautiful green backdrop for the Games, will also be home to the International Broadcast Centre/Main Press Centre and the Paralympic Village, which will provide a temporary base for more than 6,000 athletes and officials.

River Zone

A short distance from the Olympic Park, close to the River Thames, the River Zone venues will host more than 100 medal events across 10 sports. The zone is a combination of existing venues (ExCeL, North Greenwich Arena) and temporary venues within London landmarks (Greenwich Park, The Royal Artillery Barracks).

- **ExCeL:** five arenas hosting Boccia, Judo, Powerlifting, Table Tennis, Sitting Volleyball, Wheelchair Fencing
- **Greenwich Park:** Equestrian
- **North Greenwich Arena:** Wheelchair Basketball
- **The Royal Artillery Barracks:** Archery, Shooting

Other London venues

Away from the Olympic Park and the River Zone, central London will stage the Marathon races on the Athletics programme, which will start and finish on The Mall.

- **The Mall:** Athletics (Marathon)

Out of London venues

The 2012 Paralympic Games will travel outside London to three different venues: world-class venues for Rowing and Sailing, and the internationally renowned Brands Hatch motor racing circuit in Kent for the Road Cycling competition. Teams whose competitions are based at Eton Dorney and Weymouth and Portland will benefit from their own Villages, located near to the competition venues.

- **Brands Hatch, Kent:** Cycling (Road)
- **Eton Dorney, Buckinghamshire:** Rowing
- **Weymouth and Portland, Dorset:** Sailing

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