



County Qualifier Level 3 Open Meet 2017

(Held under ASA Laws and ASA Technical Rules)

Saturday 2nd & Sunday 3rd December 2017

GL1 Leisure Centre, Bruton Way,
Gloucester, GL1 1DT

**25 Metre, 8 Lane Pool,
Anti Wave Lanes, Electronic Timing**

License No. 3SW171514

*Age Groups: 9/10, 11, 12, 13, 14, 15 and 16/Over
Distances: 50m, 100m, 200m and 400m
Medals: top 3 places in each age group per event*

Entries close at midnight on Monday 23rd October 2017

Meet Conditions

GENERAL

1. The meet will be held under ASA Laws & Regulations and ASA Technical Rules of Racing and has been licensed at Level 3 by the ASA for entry into County and Regional Competitions.
2. All competitors must be British Swimming Registered and must be Category 2 members of a club affiliated to the ASA, WASA or SASA.
3. In extenuating circumstances, and due to situations out of the clubs control during the meet, the Referee has the right to make changes to the conditions on the day in order to ensure the smooth running of the meet.
4. Age groups for the meet are based on age as at **3rd December 2017**.
5. Swimmer's entry information will be held on a computer solely for the purposes of administering the meet. By submitting an entry, consent is deemed to have been given, as required by the Data Protection Act 1998, to the holding of personal information on computer. Personal data will be available for inspection during the meet upon request, and details may be made public before, during, or after the meet for the purposes of running the meet and publishing results.
6. Following updated guidance from the ASA the use of all photographic equipment is no longer controlled. Spectators, coaches and swimmers are reminded that if such equipment is used they should STOP AND THINK as the guidelines on consent & decency must always apply.

Photography guidance applies to all images and recordings taken on any camera, mobile phone or other recording devices. Social media guidance will apply if those images or recordings are being shared through any social media platform [all club welfare officers have a copy of wavepower where full guidelines can be found].

There may be a professional sports photographer present at this meet. This event, by its very nature, is in the public arena and when entering for the event the participant and their parents acknowledge this fact, which may result in the recording and publication of his/her image. All photographers and staff will have the relevant DBS checks and the company shall operate a strict child protection policy and code of ethics.

These conditions may be overruled by the venue if they have a No Photography rule in place. It is requested that all mobile phones are switched off or to silent during the competition and that there is no flash photography at the start of each race.

7. Clubs should endeavour to **provide one licenced official / time keeper for every 8 swimmers entered**. Names and contact details will be requested once a club's entry has been received. The meet promoter will endeavour to ensure sufficient officials / timekeepers to meet the license requirements for each session. If this proves not to be possible for a session, times from that session will not be submitted to the ASA rankings. Please complete the Officials Reply Slip and forward to officials@soundwellswim.org.uk
8. All results will be sent by email at the end of the Competition.
9. Competitors are advised not to leave their belongings unattended. Neither the Promoter, Soundwell Swimming Club nor GL1 Leisure Centre will accept responsibility for any property that may be lost, stolen or damaged.

10. The Promoter reserves the right to refuse admission to any spectator, competitor or coach. For example, if behaviour is deemed abusive or unacceptable.
11. All meet competitors and spectators must observe all safety precautions in operation at GL1 Leisure Centre and follow any instructions given by Leisure Centre Staff.
12. For the duration of the meet, Team Managers and Coaches will be responsible for the conduct of their swimmers. It is therefore expected that Team Managers and Coaches will supervise their swimmers at all times.
13. Swimmers seating and spectator areas, although situated in the same block, are separated by dividing ropes. **Under no Circumstances (except when using as an evacuation route) should swimmers or spectators cross these dividing ropes. Additionally, neither spectators nor swimmers are allowed to sit on the access steps to these areas. This is a Health & Safety requirement of the Leisure Centre that we are obliged to enforce.** Entry to the swimmers' area is through the changing village and onto poolside. Entry to the spectators' seating area is from the first floor.
14. No-one will be permitted poolside or swimming/spectator seating area until the Promoters and/or Meet Referee permit it. Only members of the ASA (or equivalent national body), leisure centre staff, and appointed timing staff are permitted poolside.
15. Any swimmer or club breaking these conditions will be liable to disqualification from any or all events.
16. The competition pool is an 8-lane, deck-level, 25m pool with a water depth of 2m throughout. Anti-turbulence lane ropes (including at the sides) will be used and turning flags will be placed at both ends of the pool.
17. Hy-Tek/Omega electronic placing and timing will be used. Speakers are situated in the blocks on all lanes (Rule FR 4.3.3). It should be noted that timing pads are only situated at the finishing end of the pool. The operation of the electronic timing will be in accordance with Rule SW 13. Please note that the scoreboard is only an indication of placing/times and the final results will be at the referee's discretion
18. All events will be run on a Heat Declared Winner ("HDW") basis. Entries will be seeded into heats from submitted times, with the slowest heat first and all heats spearheaded. Short Course Entry Times should be submitted.
19. All starts where possible and where agreed with the Referee will be over the top.
20. Medals will be given to the top 3 swimmers in the age groups. The age groups for the meet are 9/10, 11, 12, 13, 14, 15, and 16/Over. **Any swimmer who swims faster than the Upper Qualifying Time (UQT) in a particular event will not be eligible for a medal in that event. Speeding Tickets will be issued during this meet.**
21. All swimmers must report to the Competition Stewards when instructed to do so. Any competitor not reporting on time may be excluded.
22. **Swimmers will be required to sign in for 400m events only. Swimmers must sign in to confirm that they are swimming in these events prior to the start of warm up for the session in which the relevant event takes place. Failure to sign will result in the swimmer being removed from the event and their entry fee for that event being forfeited.**
23. All swimmers must be able to execute a competitive racing dive as laid down in ASA law or they should start in the water. It is the swimmer's, or their representative's, responsibility to inform a meet official of any reason why they cannot conform to ASA

technical rules; this should be done before the event in which they are taking part commences. No swimmer should topple into the water in the event of a false or faulty start, a proper shallow dive must be performed.

24. The referee's decision is final.
25. Any situation not covered by the above conditions will either be referred to the Meet Referee for a decision on technical issues or to the Promoter. The outcome of any decision will be based on ASA Law or Technical Rules or in the spirit of fairness and equity and will be announced accordingly.
26. Should it be necessary to cancel the meet, for reasons beyond the control of the promoter, refunds will be at the promoter's discretion.

ENTRIES

27. All club entries must be made using the Hy-Tek software only and submitted, along with an Entry Summary sheet, via e-mail. Individual entries may be made using the official meet Entry Form and submitted, along with an Entry Summary sheet, via e-mail.
28. All payment should be made by cheque, made payable to 'Soundwell Swimming Club', and forwarded to the address specified along with hard copy of the Entry Summary and Entry Form (where an individual entry). For all club entries, payment should be made via a single cheque, no cash will be accepted. When posting, please use first class mail, DO NOT send by recorded delivery as this can delay it reaching the promoter if no one is available to sign for it.
29. For all entries please supply an email address or an A4 SAE to enable us to return your acceptance/rejections and any other information as required.
30. The meet file will be available to download from the Soundwell Swimming Club website www.soundwellswim.org.uk or can be obtained by contacting competition@soundwellswim.org.uk
31. Entries received without payment will not be processed.
32. **The entry fee is £6 per event. All competitors will be limited to a maximum of 10 events.**
33. **Entries will be accepted on a first come, first served basis and must reach the Meet Promoter by midnight on Monday 23rd October 2017.** Late entries may be accepted at the discretion of the Promoter, but not to the detriment of entries already received. The meet may also close to entries at an earlier date if capacity is reached.
34. **Coach/Team Manager passes for the whole or part of the meet will be £15.00 per person**, to include a programme, collected on the day at the inquiry desk. Passes are restricted to a maximum of 4 per Club. It is the responsibility of the attending clubs to ensure that all Coaches/Chaperones have an up to date CRB and wear their passes at all times when on poolside.
35. All events will be swum in combined age groups seeded on entry times. Submitted entries must be in accordance with the attached upper limit schedule. **It is the responsibility of all swimmers/parents and coaches to enter correct times.**
36. Entries will be confirmed by e-mail only. It is the responsibility of the club entering the competitors to check for any inaccuracies in the confirmed entries. **Any inaccuracies must be notified to the Meet Promoter prior to the Meet.**

37. The promoters reserve the right to refuse any entry. Incorrect or incomplete entries will not be accepted. Entries are accepted on the basis the competitor accepts the Promoters Conditions.
38. No refunds will be made to competitors who withdraw after advice of acceptance unless in extenuating circumstances and at the discretion of the promoter.
39. Acceptance / rejection of entries will be confirmed as soon as possible following the closing date for entries. All refunds will be made to the club submitting the entries as will be arranged with each club as appropriate.

Any queries should be directed to the Promoter via chair@Soundwellswim.org.uk or, if entry related, the Competition Secretary via competition@Soundwellswim.org.uk.



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3SW171514

Programme of Events

Saturday 2 nd December							
Session 1				Session 2			
Warm up: 10:15				Warm up: TBC			
Event 1	Girls	400m	IM	Event 9	Boys	400m	IM
Event 2	Boys	200m	Fly	Event 10	Girls	200m	Fly
Event 3	Girls	200m	Free	Event 11	Boys	200m	Free
Event 4	Boys	50m	Back	Event 12	Girls	50m	Back
Event 5	Girls	50m	Fly	Event 13	Boys	50m	Fly
Event 6	Boys	200m	Back	Event 14	Girls	200m	Back
Event 7	Girls	100m	Free	Event 15	Boys	100m	Free
Event 8	Boys	100m	Breast	Event 16	Girls	100m	Breast
Sunday 3 rd December							
Session 3				Session 4			
Warm up: 10:15				Warm up: TBC			
Event 17	Girls	400m	Free	Event 24	Boys	400m	Free
Event 18	Boys	200m	Breast	Event 25	Girls	200m	Breast
Event 19	Girls	50m	Free	Event 26	Boys	50m	Free
Event 20	Boys	50m	Breast	Event 27	Girls	50m	Breast
Event 21	Girls	200m	IM	Event 28	Boys	200m	IM
Event 22	Boys	100m	Fly	Event 29	Girls	100m	Fly
Event 23	Girls	100m	Back	Event 30	Boys	100m	Back

Please refer to upper qualifying times for age eligibility in events. **Swimmers will be required to sign in for 400m events only.**

Notes

- All events are Heat Declared Winners.
- Medals to be collected from presentation desk.
- All sessions timings will be in accordance with the licencing criteria.



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Entry Form

Swimmer Details	
Surname:	Forename:
Date of Birth:	Age as of 03/12/2017:
Male/Female:	ASA No:
Club:	
Tel No:	Email:

- Programme of events Warm up times are provisional & may be subject to change once the entries have been received. Clubs will be notified accordingly.

M	F	Event	Entry Time	
26	19	50m Free		<p align="center">CLOSING DATE FOR ENTRIES 23rd OCTOBER 2017</p> <p>Only entries sent to the following address will be accepted:</p> <p>Mrs Jenny Bridges 15 Boursland Close Bradley Stoke Bristol, BS32 0DE</p> <p>All club entries must be electronic. For info please contact competition@soundwellswim.org.uk</p> <p>Please ensure all entry times are within, or equal to, the Upper Qualifying Time. Blanks or 'NT' will not be accepted.</p>
15	7	100m Free		
11	3	200m Free		
24	17	400m Free		
4	12	50m Back		
30	23	100m Back		
6	14	200m Back		
20	27	50m Breast		
8	16	100m Breast		
18	25	200m Breast		
13	5	50m Fly		
22	29	100m Fly		
2	10	200m Fly		
28	21	200m IM		
9	1	400m IM		

Total number of events entered:	@ £6.00 per event	£
	Total	£

I confirm that I accept the Promoters conditions; I am an eligible swimmer as defined in ASA Law and proficient in the execution where necessary of performing entry dives in accordance with the ASA recommendations

Competitors Signature _____

Parent/Carer signature for competitors under 18yrs _____



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Entry Summary

Contact Details	
Club	
Name and Address	
Tel/Mobile No	
Email	

Total Number of Entries: _____

*Total Number of Poolside Passes: _____

Total Cost of Entries @ £6:00 each: _____

Total Cost of Poolside Passes @ £15.00 Each: _____

**Total Payment: _____

Please e-mail completed Entry Summary, Hy-Tek files (or Entry Form if applicable) to competition@soundwellswim.org.uk.

Please send cheques along with a hard copy of Entry Summary, plus a hard copy of individual Entry Form if applicable, to:

Mrs Jenny Bridges
15 Boursland Close
Bradley Stoke
Bristol
BS32 0DE

*Maximum number of Coach/Team Manager passes is 4 per club.

**All cheques should be made payable to Soundwell Swimming Club.



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OFFICIALS REPLY SLIP

POOLSIDE OFFICIALS

Since the Open Meet will require many helpers, we request support from each club to provide British Swimming Licensed officials where possible. If anyone is able to assist, would you please complete the form below and return it with your swimmer's entry form, or send to the email address indicated below.

If you have any preferences please note them below otherwise we will advise you of your allocated duties nearer the day. Refreshments will be provided for all officials, and food for those working on consecutive sessions.

For those un-qualified officials, or J1's and above who require mentoring or practical sessions please also complete the form, indicating what duties you need to cover, and we will do our best to assist, as we actively promote the development of all officials within British Swimming.

Should you require additional forms, photocopies will be accepted, or electronic copies sent to the email address below.

I am available to help at the above Open Meet on Saturday or Sunday 2nd & 3rd December 2017.

Name:	Club:	Tel No:
Address:		
Email Address:		
Licence No:		
ASA Membership No:		

Session	J1	J2	J2S	Training
Saturday 2 nd AM				
Saturday 2 nd PM				
Sunday 3 rd AM				
Sunday 3 rd PM				

(Please ✓ as appropriate and return to above address or with entry forms)

Officials briefing will be 30 minutes before the start of each session.

Offers of help can also be emailed to officials@soundwellswim.org.uk