



Colne Road, Halstead, Essex CO9 2HR
e-mail: info@halsteadsc.co.uk www.halsteadsc.co.uk

9th Short Course Licensed Open Meet 15th April 2018 Level 3 Licence: 3ER180757

MEET RULES AND INFORMATION

GENERAL:

1. The meet will be held at the Braintree Swimming Centre, Charter Way, Braintree, Essex, CM77 8YJ, which is part of the Freeport Shopping complex.
2. The Meet will be held under ASA Laws and ASA Technical Rules and in accordance with the Promoter's conditions. Licence number is 3ER180757

Meet Promoter is Donna Hall on behalf of Halstead Swimming Club.

3. The competition will be held in an 8 lane, 25 metre deck level pool with anti-wave lane ropes. The depth of the shallow end is 1 metre. Omega Electronic timing will be in operation.

COMPETITOR:

4. All entrants **MUST** be ASA category 2 registered or a member of the SASA or WASA, belong to an affiliated club and enter in the name of one club only.
5. It is the responsibility of the club to ensure that all swimmers are competent to the standard of the ASA competitive start award.
6. All swimmers and coaches must follow the Braintree Swimming Centre **CODE OF CONDUCT**.

ENTRIES:

7. All entries will be £5.50 per event. A coach pass will be £15.00 with food or £8.00 without; a programme of events will be included.
8. Only one cheque accepted per club wherever possible. Entries may be partially declined if the numbers designated for each event are oversubscribed. In such cases, lower cut off times will be introduced to limit



Colne Road, Halstead, Essex CO9 2HR
e-mail: info@halsteadsc.co.uk www.halsteadsc.co.uk

9. **Entries and payment must have been correctly submitted and received by Wednesday 14th March 2018.**
10. No late entries will be accepted after the advertised closing date.
11. All entries must include an entry time. Sportsystem entries with a YES instead of an entry time will not be accepted.
12. Any reimbursements due to unsuccessful entrants shall be made in full on the day of the meet via the coach/club.
13. Only swimmers and coaches displaying a pass will be allowed poolside. (COACH PASSES WILL NOT BE AVAILABLE ON THE DAY).
14. A maximum of three Team Managers/Coaches Passes will be allocated per club to permit access to poolside. Further Managers/Coaches or helpers passes will only be made available for clubs to comply with licensing guidelines.
15. Entries of 5 or more per club must be made electronically. A SPORTSYSTEM entry manager file for the meet can be emailed on request from dsdtdkjwhall@tiscali.co.uk or downloaded from our website. Sport System entry manager 2.0 can be downloaded free via the Sport System website www.sportsys.co.uk. Electronic entries only need to be supported by a summary sheet plus payment.
16. Sportsystem entry files must be returned to dsdtdkjwhall@tiscali.co.uk and to openmeet@halsteadsc.co.uk. A confirmation e-mail will be sent to you on receipt of your entry.
17. Paper entries must be submitted on a legible and correctly completed entry form. This can be emailed on request from dsdtdkjwhall@tiscali.co.uk and must be received at the published address along with correct payment by the closing date. BACS payment will be accepted, please e-mail for details.
18. As soon as possible we will notify you via email of club acceptances/rejections, along with **details of check in**. It is the submitting club's responsibility to ensure that the name used for entry into the meet



Colne Road, Halstead, Essex CO9 2HR
e-mail: info@halsteadsc.co.uk www.halsteadsc.co.uk

19. is as registered with the ASA. Clubs should check their swimmer's details and report any mistakes by return.

20. Cheques should be made payable to H.A.S.C and should be sent with a club summary form; please write your club's name on the reverse of the cheque. We will acknowledge receipt of all entries via email. BACS payment will be accepted and provided upon request.

AGE GROUPS & EVENTS:

21. Age groups are based on the **SWIMMERS AGE ON DAY OF COMPETITION.**

22. Age groups for both male and female will be 9yrs; 10yrs; 11yrs; 12yrs; 13yrs; 14yrs; 15yrs, 16yrs/Over.

ENTRY PROCEDURE:

23. For each event in that session, swimmers must sign in no later than 15 minutes before warm up starts. No late sign-ins will be accepted.

THE COMPETITION:

24. Over the top starts maybe used at the referee's discretion.

25. Heat declared winners will operate for each age group in all events.

26. Awards will be presented to the top 6 places, of each age group per event.

There will also be awards for Top Boy and Top Girl (10 – 16& over) plus Top Boy & Top Girl (9yrs) Points will be awarded for each age group as follows, 1st 6pts, 2nd 5pts, 3rd 4pts etc. In the event of a joint top boy/girl award this will be shared.

27. Swimmers must report to the marshalling area when instructed to do so by the announcer/Marshalls. This responsibility lies with the coach/team manager. Any competitor not reporting in time may be excluded from that event.

QUALIFYING TIMES:

28. There are upper cut off times only; please see attached table



Colne Road, Halstead, Essex CO9 2HR
e-mail: info@halsteadsc.co.uk www.halsteadsc.co.uk

29. Heats will be swum with all age groups combined and swimmers seeded by entry time. Some/all heats may be spearheaded.

SAFETY/SECURITY:

30. Coaches/Team managers are responsible for swimmers during the warm up and must supervise their swimmers always whilst on poolside.
31. The event organisers and pool management reserve the right to remove any spectator or swimmer from the pool area whose behaviour does not comply with the pool's code of conduct. All swimmers/personnel must abide by the H & S rules of the pool management. **For Health and Safety reasons no bags will be allowed on poolside. Bag storage will be provided.**
32. Stewards will be patrolling both the pool area and changing room area.
33. The promoter reserves the right to refuse admission to any spectator, coach or swimmer.
34. Any matter not covered by these conditions will be determined by the Promoter and Referee, subject to ASA Laws, Regulations and the ASA Technical Rules of Racing.

SESSION TIMES:

35. To be confirmed once the meet is closed. Provisional warm up times are 08:00 am for session 1 and 13:30pm for session 2.

PHOTOGRAPHY:

36. In line with the recommendations of Braintree Swim Centre, any person wishing to engage in any video, zoom or close-range photography must register their details with staff at the spectator's entry desk before carrying out any such photography. A badge will be supplied upon registration, this must be worn always. The rules on photography apply to swimmers, coaches, team managers, officials, volunteers as well as spectators. Please note: Any photography in the changing room is strictly forbidden.
37. An official photographer may be attending this event, if so will be taking photographs periodically throughout the day.



Colne Road, Halstead, Essex CO9 2HR
e-mail: info@halsteadsc.co.uk www.halsteadsc.co.uk

RESULTS:

1. Results will be displayed throughout the day and on our web site as soon as possible after the meet. In addition, results will be e-mailed to the nominated contact person @ each club.

DATA PROTECTION:

2. Swimmers entries, results and other data will be stored on computer as required by the Data Protection Act 1998 to the holding of personal information on a computer, will be deemed to have been given by the submission of the entry. Personal data will be available for inspection during the meet on application to the promoter.

FURTHER INFORMATION:

It is intended that Goggle Box swim wear will be present for all those treats and last-minute buys!

PARKING

Parking there is no charge for stays less than 6 hours. There is no charge for those staying over 6 hours and shopping at Freeport (£10 minimum spend). Those staying over 6 hours and not shopping should pay the daily charge of £3.60 by calling 020 3046 0010 and quoting location code 5199. Payment can be made at any time up until 23:59 hours on the day that you are parked. Concessions are not available. Parking validation can be obtained at the tourist info centre, (opposite Costa and Next Clearance, opening 10:00am to 5:00pm)

There are many places to eat within walking distance and fast food outlets are a 5-minute drive away.

Cineworld at Braintree is opposite the pool.

Freeport outlet shopping village is also within walking distance, please see link for information on shopping/cafes and restaurants: www.freeport-braintree.com

Braintree Swimming Centre has an eight-lane pool and fun pool, for more information click the link below:



Colne Road, Halstead, Essex CO9 2HR
e-mail: info@halsteadsc.co.uk www.halsteadsc.co.uk

We hope you have an enjoyable event.

If you have any feedback we will be very pleased to hear from you, please contact Donna on dsdtdkjwhall@tiscali.co.uk.