



8th Short Course Licensed Open Meet 9th April 2017 Level 3 Licence : 3ER170505

(UNDER ASA LAWS AND REGULATIONS AND ASA TECHNICAL
RULES OF RACING, AND TO THESE CRITERIA)

MEET RULES AND INFORMATION

GENERAL:

1. The meet will be held at the Colchester Leisure World, Cowdry Avenue, Colchester. CO1 1YH
2. The Meet will be held under ASA Laws and ASA Technical Rules and in accordance with the Promoter's conditions. Promoter is Donna Hall on behalf of Halstead Swimming Club.
3. The competition will be held in an 6 lane, 25 metre deck level pool with anti-wave lane ropes. 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.

ENTRIES:

6. 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.
7. Only one cheque accepted per club wherever possible. Entries may be partially declined if the numbers designated for each event are over subscribed. In such cases, Lower QT's will be introduced to limit numbers. The Promoter has the right to remove an event if deemed necessary. Full reimbursement of fees shall be made in respect of these events. **NO FURTHER REFUNDS WILL BE GIVEN**
8. **Entries and payment must have been correctly submitted and received by Wednesday 1st March 2017.**
9. No late entries will be accepted after the advertised closing date.



10. All entries must include an entry time. Sportssystem entries with a YES instead of an entry time will not be accepted.
11. Any reimbursements due to unsuccessful entrants shall be made in full on the day of the meet via the coach/club.
12. Only swimmers and coaches displaying a pass will be allowed poolside. (COACH PASSES WILL NOT BE AVAILABLE ON THE DAY).
13. 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.
14. 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.
15. Sportssystem 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.
16. 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.
17. 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 is as registered with the ASA. Clubs should check their swimmer's details and report any mistakes by return.
18. 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.



AGE GROUPS & EVENTS:

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

20. Age groups for both male and female will be 9yrs; 10yrs; 11yrs; 12yrs; 13yrs; 14yrs; 15yrs, 16yrs/Over. Please note the Individual Medley will be for 9 yrs; 10yrs; 11 yrs and 12yrs**for this year only**

ENTRY PROCEDURE:

21. 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:

22. Over the top starts may be used at the referee's discretion.

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

24. 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.

25. 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:

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

27. Submitted times should be those achieved by the swimmer in a 25m pool(or converted from 50m times using conversion tables) and must be equal to or be between the two QT levels i.e. be equal to or faster than the lower limit but no faster than the upper limit.

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



SAFETY/SECURITY:

29. Coaches/Team managers are responsible for swimmers during the warm up and must supervise their swimmers at all times whilst on poolside.
30. 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.**
31. All participants must observe the safety precautions in operation at Leisure World. Neither the promoter or Halstead Swimming Club will be responsible for the loss or damage occurring during the meet.
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 Colchester Leisure World, 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 at all times. 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.

RESULTS:

38. 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:

39. Entries to this meet will be held on a computer and consent, 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!

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.