



Colne Road, Halstead, Essex CO9 2HR  
e-mail: [info@halsteadsc.co.uk](mailto:info@halsteadsc.co.uk) [www.halsteadsc.co.uk](http://www.halsteadsc.co.uk)

# Season Sprint Starter

## GENERAL:

1. The meet will be held on Sat 1st Sept and will consist of 1 sessions. Venue will be 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 regulations and ASA Technical Rules of Racing and in accordance with the Promoter's conditions. Licence number 3ER181473

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, 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 £8 which will include a programme and entry to poolside.
8. 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 cut off times will be introduced to limit numbers. The Promoter reserves the right to remove an event if deemed necessary in order to conform with ASA legislations. Full reimbursement of fees shall be made in respect of these events. NO FURTHER REFUNDS WILL BE GIVEN.



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9. Entries and payment must have been correctly submitted and received by the 19<sup>th</sup> July 2018.
10. No late entries will be accepted after the advertised closing date.  
Any reimbursements due to unsuccessful entrants shall be made in full via BACS.
11. Only swimmers and coaches displaying a pass will be allowed poolside. (COACH PASSES WILL NOT BE AVAILABLE ON THE DAY). All applicants for coach passes must be CRB checked using the ASA TMG online process.
12. Team Managers/Coaches Passes will be allocated on the basis of 1 :10 swimmers.
13. 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](mailto: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](http://www.sportsys.co.uk). Electronic entries only need to be supported by a summary sheet plus payment. Please ensure that you download Swimmers details and entry times through the sporsystem entry manager. **Please do NOT enter swimmers details/times manually as this is where errors occur.** All entries must include an entry time. Sportssystem entries with a YES instead of an entry time will not be accepted.
14. Paper entries must be submitted on a legibile and correctly completed entry form. This can be emailed on request from [dsdtdkjwhall@tiscali.co.uk](mailto: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.
15. 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.
16. Payment can be made by BACS or by cheque. Cheques should be made payable to H.A.S.C and should be sent with a club summary form (1 cheque per club);



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please write your club's name on the reverse of the cheque. We will acknowledge receipt of all entries via email.

#### **AGE GROUPS & EVENTS:**

17. Age groups are based on the **SWIMMERS AGE ON DAY OF COMPETITION.**
18. Age groups for both male and female will be 9yrs; 10yrs; 11yrs; 12yrs; 13yrs; 14yrs; 15yrs/Over.

#### **ENTRY PROCEDURE:**

19. 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:**

20. Over the top starts may be used at the referees discretion.
21. Heat declared winners will operate for each age group in all events.
22. 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 in the following groups 9/10, 11/12, 13/14, 15 + . The award will be £10 for each winner. Points will be awarded for each age group as follows, 1<sup>st</sup> 6pts, 2<sup>nd</sup> 5pts, 3<sup>rd</sup> 4pts etc. In the event of a joint place winner the award will be divided.
23. 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:**

24. There are upper cut off times only; please see attached table
25. 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.



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

#### **SAFETY/SECURITY:**

27. Coaches/Team managers are responsible for swimmers during the warm up and must supervise their swimmers at all times whilst on poolside.
28. 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.**
29. Stewards will be patrolling both the pool area and changing room area.
30. The promoter reserves the right to refuse admission to any spectator, coach or swimmer.
31. 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 TIME:**

32. To be confirmed once the meet is closed.

#### **PHOTOGRAPHY:**

33. 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 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.

#### **RESULTS:**

34. Results will be displayed throughout the session 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.



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#### **DATA PROTECTION:**

35. Swimmers entries, results and other data will be stored on computer and consent as required by the GDPR regulations. 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.

**Halstead Swim Club Data Protection Policy can be viewed on the club website.**

#### **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) or to the G24 address shown on a parking ticket. Please note Aroma, Chimichanga and Prezzo are not part of the Freeport complex.

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

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](mailto:dsdtdkjwhall@tiscali.co.uk).