

# City of Liverpool SC Tadpole's 2015 Licensed at Level 3

## Gala Information & Entry Pack



Affiliated to A.S.A. Swim North West and  
held under A.S.A. Law & FINA Technical Rules of Swimming

Competition Programme of Events for  
**Saturday 12<sup>th</sup> and Saturday 19<sup>th</sup> September 2015**  
at **Everton Park Sports Centre**



### **TADPOLE ENTRIES SECRETARY**

Mrs Diane West

Address:  
3 Elmfield Road,  
Orrell Park,  
Liverpool, L9 3BL

Mobile:  
07873 – 812 – 390

Email:  
[COLSC\\_Events@hotmail.com](mailto:COLSC_Events@hotmail.com)

Gala No 1 Licence No: 3NW151379  
Gala No 2 Licence No: 3NW151383

Meet Promoter Diane West Meet Manager Meg Langley

# CITY OF LIVERPOOL SWIMMING CLUB

(Affiliated to the Swim North West A.S.A.)

President Mr.N.Wilkinson

Life Vice President Mrs.D.Jameson

Life Vice President Mr.T.Tunstall

Chairman Mr.B.Langley

Vice Chairman

Chief Coach Mr.M.Roberts

Secretary Miss M Langley

Website: [www.colsc.weebly.com](http://www.colsc.weebly.com)



## PRESENT THE 2015 CITY OF LIVERPOOL SC TADPOLE GALA At Everton Park

(Held under A.S.A. Law and A.S.A. Technical Rules)

Dear Secretary,

On behalf of the executive committee I would like to invite your club to take part in the 2014 City of Liverpool SC Tadpole gala, development competition. On Saturday 12th and Saturday 19<sup>th</sup> September 2015. All swimmers can enter up to a maximum of 7 events. This is a Level 3 Licensed Meet.

Please read the enclosed information and entry pack carefully.

- a) General aims, general conditions and conditions of entry.
- b) Individual entry & withdrawal forms.
- c) The clubs invited to compete are:-

Birkenhead, Bebington, Bootle & North Liverpool, Bridgefield, Crosby, Everton, Formby, Garston, Halton, Hoylake, Liverpool Penguins, Manchester Aquatics, Newton-le-Willows, Ormskirk, Prescot, St. Helens, Runcorn Reps, Southport, Wallasey, Warrington Warriors, Wigan Wasps, Wirral Aquarius, Woodchurch and Woolton.

Swimmers, including swimmers with disabilities will be restricted to a maximum of seven events which is a choice of up to 2 x 50m Form strokes, 2 x 200m Form strokes, an Individual Medley (100m IM for 9 yrs only; 200m IM for 10,11 & 12 yrs only), and distance freestyle events, 200m Freestyle and, or 400m Freestyle). The cost is £5.00 per event; up to a maximum of £35 for 7 events.

This is in line with British Swimming directives, Coaches Development Plans and FINA awards.

All Events are Heat Declared Winner.

Entry times must be used. If a training time is used it must be verified by the club coach.

Age Groups will all be based on age on the **31<sup>st</sup> December 2015.**

Entries for all galas must be received by the Tadpole Gala Entries Secretary, Diane West, **NO LATER THAN Sunday 2<sup>nd</sup> August 2015.**

All entries must be submitted via the Swimming Club Competition / Gala Secretary, No individual entries from swimmers will be accepted. It is the responsibility of each individual club's Gala Secretary to check that the times submitted are accurate and true.

Entries must be submitted via the Electronic Entry File which can be obtained by either emailing Diane West, the Tadpole League Entries Secretary on [COLSC\\_Events@hotmail.com](mailto:COLSC_Events@hotmail.com) or from the City of Liverpool SC Website [www.colsc.weebly.com](http://www.colsc.weebly.com)

A. Pool entries may be accepted where the meet is not oversubscribed and there is room available in heats and lanes after heat start sheets have been produced to the maximum of 8 swimmers per heat. No additional heats will be created to accommodate poolside entries.

B. All poolside entries will be on a "TIME ONLY BASIS" Any swimmer accepted as a poolside entry will not be included in any individual awards, Fina awards / points or presentations.

Meet Promoter Diane West Meet Manager Meg Langley

Swimming Clubs will also be required to download, free of charge the Sportsystems Entry Manager programme, version 2 from the Sportsystems website <http://www.sportsys.co.uk/home.htm> there are also instructions and useful video clips which explains how to use the entry manager and how to import your electronic file.

As well as the Electronic entry file being submitted to Diane West, each club will be required to submit paper entry forms for each swimmer to back up the electronic entry at the same time as the electronic file.

Confirmation of acceptance into events will be sent out prior to the start of the competition to all competing swimming clubs, gala secretary or identified club official.

This event will be a Card-less competition, swimmers wishing to withdraw from an event or the whole competition must, either, complete the attached form before the start of the gala warm-up and submit it to the relevant gala official or inform the meet secretary via email, text or phone.

**Coaches Passes** – Coaches passes must also be purchased by the closing date of the competition, namely the Sunday 2<sup>nd</sup> August 2015. Please try to provide at least one male and female coach / team manager on the poolside, we would also encourage you to also look to support the younger team managers and coaches and offer them a chance to gain poolside knowledge and experience at this level of event. Please ensure that all coaches and team managers have a current CRB and are a registered member of your club. A coaches / team managers pass will cost £20.00 per club for the gala. Please complete the attached form and submit it to Diane West along with your entries.

**Spectators**- Entry will cost £10 per day including a heat start list. Afternoon session will be £6. Concessions are £6 per day, Afternoon concession will be £4. Under 5's will be free. The spectators balcony holds around 425 people. Seats will be allocated on a first come first served basis and cannot be reserved. Due to the number of seats, swimmers are not allowed onto the balcony. Seating is available in the cafeteria area to use between events whilst taking refreshments etc. Due to Health and Safety requirements spectators on the balcony must remain in their seats and cannot stand up behind the seats. All spectators will be provided with a coloured wristband on entry to the balcony. This must be clearly displayed on each person. Any spectators found to be breaching any of these conditions will be asked to leave the balcony immediately.

**No Photographic Policy** – In accordance with Liverpool City Council and City of Liverpool SC policy, this event will be run under a **no photographic policy from anywhere inside the Sports Centre**, this includes all forms of photographic devices. We intend on inviting a professional company to attend and if you do not wish your swimmer to be photographed you must inform the meet promoter on the day.

**Cafeteria** - There will be a cafe on site providing snacks refreshments.

**SRS. Leisure** Will be providing a swim shop throughout the gala, with a full range of swim-wear available to purchase.

The Meet Manager will be Meg Langley and the promoter will be myself

If you have any problems please get in touch via the new email address [COLSC\\_Events@hotmail.com](mailto:COLSC_Events@hotmail.com) and We will do our best to resolve them as soon as possible.

Yours sincerely,

Diane West  
Tadpole Gala Entries Secretary



Meet Promoter Diane West Meet Manager Meg Langley

## GENERAL AIMS

1. To encourage and develop a broad base of young, skilful swimmers within the Merseyside area and all invited clubs.
2. To stimulate and develop an interest in competitive swimming at an early age.
3. To use this series of gala's to provide the swimming clubs and coaches with an opportunity to Talent I.D. young swimmers with potential and their parents within the local swimming clubs and encourage them to participate and progress through the A.S.A. and Local Long Term Athletic Development Pathways, Structures, Schemes and Development Galas.
4. To offer children an opportunity to gain knowledge and experience in a fun environment and a chance to represent their swimming club in a gala.
5. We welcome and encourage the participation of swimmers with disabilities in this competition as we are keen to develop an elite development pathway through clubs and squads for swimmers with disabilities within a Merseyside area as well as Regional and National Programme.

## GENERAL CONDITIONS

1. The competition will take place at the Everton Park. Great Homer Street, Liverpool, L5 5PH. short-course (25m) pool. Morning session warm up times are 8.00am with a start time of 9.00am. There will be 15 minutes for both girls and boys. The afternoon session warm up time is 1.00pm with a start time of 2.00pm.
2. This is a Level 3 Licensed Meet. Times achieved can be used for entry into County and Regional championships and level 1 & 2 meets.
3. Swimmers cannot compete for more than one team during the competition.
3. Age Groups: - 9, 10, 11, 12 years as at the 31<sup>st</sup> December 2015.
4. All Events will be Heat Declared Winner.
5. Heat start lists will be provided for coaches and team managers
6. All swimmers must be **Category 2** ASA members.
7. There are no lower limits on entry times, but swimmers must enter a time.
8. If a training time is used, it must be verified by the coach.
9. In the event of oversubscription the slowest entry times will be rejected.
10. Withdrawals can be made by completing the form and passing it to Diane West, prior to the session warm up in advance of the swim taking place. Or via email: [COLSC\\_Events@hotmail.com](mailto:COLSC_Events@hotmail.com) or via Phone or Text: 07873 – 812 – 390
11. Swimmers will be allowed to enter up to a maximum of seven events from four categories, which is in line with the ASA/British swimming and local coaches derivatives such as the Long Term Athlete Development Pathways and FINA competitions, which are a choice of:

Category 1	- Up to a maximum of 2 x 50m Form strokes, <b>(Form Strokes are Butterfly, Backstroke and Breaststroke)</b>
Category 2	- Up to a maximum of 2 x 200m Form strokes, <b>(Form Strokes are Butterfly, Backstroke and Breaststroke)</b>
Category 3	- Up to a maximum of 1 x Individual Medley event <b>(100m IM for 9yrs only) or (200m IM for 10, 11, 12yrs only)</b>
Category 4	- Either, or both (11/12 years) Distance Freestyle (best points will be used in FINA awards), <b>(1 x 200m Free) and/or (1 x 400m Free - for 11/12 years ONLY)</b>

## **CONDITIONS OF ENTRY.**

1. Entry to the Gala will **NOT** be open to any swimmer who has:-
2.
  - a) Qualified to compete in an individual event of the 2014 British Gas A.S.A. National Age Group Championships.
  - b) Has qualified for or been placed in a Final, Top eight in any event at the A.S.A. North West Regional Age Group Championships.
  - c) Finished in the first three in the FINA Competition at a 2014 County Age Group Championships / Competition.
  - d) Has won the City of Liverpool SC Tadpole League Age Group FINA award in previous years.
3. Swimmers may compete for one club only.
4. There will be an entry fee of £5.00 per event up to a maximum of £35 for 7 events.
5. Entries for all galas must be received by the Gala Secretary, no later than **Sunday 2<sup>nd</sup> August 2015**.
6. Competitors must be a minimum of 9 years of age and no older than 12 years of with age taken as of 31<sup>st</sup> December 2015.

### **Fina Awards**

5. The individual boy and girl, in each age group, gaining the highest Fina awards using Fina points, overall will be the winner for 2014.
6. Trophies will be awarded to the top three, 1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> placed swimmers in each single age group, 9, 10, 11, 12 yrs.

### **Top Club Award**

7. Points will be awarded to all swimmers for their club in each event towards the Top Team Competitions.
8. A trophy will be awarded to the Top Club at the end of the competition.
9. A trophy will be awarded to the top relays Club.

### **Individual Awards**

10. Prizes will be awarded to the swimmers placed 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> in each individual event.



## INDIVIDUAL SWIMMER ENTRY FORM

Swimming Club:															
Swimmers First Name:															
Swimmers Surname:															
Sex: Please Delete	Male / Female														
Age Group at 31 / 12 / 2015:															
Date of Birth:	/ /														
ASA Registration Number:															
Disability Classification: Place a tick in the appropriate box / boxes		1	2	3	4	5	6	7	8	9	10	11	12	13	14
	S														
	SB														
	SM														
Address:															
Line 2:															
Post Code:															
Phone No: Land Line															
Phone No: Mobile															
Email:															

**Please enter up to a maximum of 7 events from:**

Category 1	-	Up to a maximum of 2 x 50m Form strokes, <b>(Form Strokes are Butterfly, Backstroke and Breaststroke)</b>
Category 2	-	Up to a maximum of 2 x 200m Form strokes, <b>(Form Strokes are Butterfly, Backstroke and Breaststroke)</b>
Category 3	-	Up to a maximum of 1 x Individual Medley event <b>(100m IM for 9yrs only) or (200m IM for 10, 11, 12yrs only)</b>
Category 4	-	Distance Freestyle events (9/10 may enter 200m only, 11/12 may enter 200m and/or 400m) <b>(1 x 200m Freestyle) and/or (1 x 400m Freestyle – 11/12 Years ONLY).</b>
FINA Awards	-	To be considered for the Awards at the end of the gala, you must have competed in at least 1 scoring event from each category above, namely 1 to 4.

Stroke	Butterfly <u>Form Stroke</u>	Backstroke <u>Form Stroke</u>	Breaststroke <u>Form Stroke</u>	Freestyle <u>Distance Event</u>	Individual Medley
50m	Time	Time	Time		
100m					100m Medley (9yrs Only) Time
200m	Time	Time	Time	Time	200m Medley (10, 11, 12yrs) Time
400m				Time	

Fees Enclosed  Events @ £5.00 each (Max of £35 for 7) £

I confirm that the swimmer above has not:

- a) Qualified to compete in an individual event of the 2015 British Gas A.S.A. National Age Group Championships.
- b) Has qualified for or been placed in a Final, Top eight in any event at the A.S.A. North West Regional Age Group Championships.
- c) Finished in the first three in the FINA/ Competition at a 2015 County Age Group Championships / Competition.
- d) Has won the City of Liverpool SC Tadpole League Age Group Fina award in previous years.

Signed  Parent.  Coach.

- ◆ When completed, please return this form to Diane West the Tadpole Gala Entries Secretary. Please send only One Club Cheque, not multiple individual cheques or cash, made payable to **“City of Liverpool SC”** to cover all your Club’s entries. Please include the coaches passes costs.

Meet Promoter Diane West Meet Manager Meg Langley

**City of Liverpool Swimming  
Club Tadpole Gala  
Swimming Club Team Relay Entry Form**

Swimming Club:	
Contact Name:	
Club Position:	
Address:	
Line 2	
Post Code:	
Phone No: Land Line	
Phone No: Mobile	
Email:	

**Boys Relay Events Entry Form**

Event & Age Group:	4 x 25m Medley Relay Team	4 x 25m Freestyle Relay Team	8 x 25m Freestyle Relay Cannon
9 - 10yrs			
11 - 12yrs			

**Girls Relay Events Entry Form**

Event & Age Group:	4 x 25m Medley Relay Team	4 x 25m Freestyle Relay Team	8 x 25m Freestyle Relay Cannon
9 - 10yrs			
11 - 12yrs			

Total of Teams	Relay Teams Entered @ £5.00 each =	£
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- To enter the relevant event, please place a tick or time in the space provided and complete the box at the bottom of the form to say how many teams you are entering in total @ a cost of £5.00 per team.
- If you wish to enter more than 1 team in any event, please indicate this by placing an "A", "B", "C" etc...
- Swimmers are reminded that to dive into the water they must have achieved the appropriate start award as defined by the A.S.A.
- Team Managers Please Note: Any, swimmer who is not allowed to swim in the individual events / competition in accordance with the rules, is also not allowed to swim in the relay events as well.

# City of Liverpool SC Tadpole Gala 2015

## EVERTON PARK SPORTS CENTRE

### WITHDRAWAL FORM

Swimmers, Parents, Coaches and Clubs, to ensure we run a smooth event, we require you to let us know if any of your swimmers wish to withdraw from an event or the whole competition in plenty of time so we can delete them off the computer system and to stop races taking place with empty lanes.

Any competitor wishing to withdraw from an event or the competition must inform a gala official via either:

- I. Completing the form below and passing it to Diane West, prior to the session warm up in advance of the swim taking place.
- II. Texting, stating the swimmers name, club and the event you want them to withdraw from on 07873 – 812 – 390
- III. Leaving an answer machine message on 07873 – 812 – 390

Swimming First Name:	
Swimmers Last Name:	
Swimmers Club:	
Swimmers Age Group:	
Disability Classification:	

Gala No:	Event No:	Competitor No:	Race Distance:	Stroke:

Name(Print)		Signed	
Date		Time of Delivery	
Received By		Time Received	

Meet Promoter Diane West Meet Manager Meg Langley



# City of Liverpool S.C.

## 2015 Tadpole Gala - Appeal for A.S.A. Officials

Dear Club's, Coaches & Parents,

To organise a licensed meet takes a lot of help, co-operation and organisation. We would be extremely grateful if your club have any parents or club members who are qualified A.S.A. Officials or Timekeepers, who will be attending the meet with their children or the team and who may be willing to assist our team of officials. In return for this help, the officials will be entitled to expenses at 45p per mile for a full day and 25p per mile for a half day, lunch and free drinks during the gala.

If so, please complete the following form and return it with your entries to Lynn Stuttard, City of Liverpool SC Officials Secretary.

Many thanks for your assistance.

Yours sincerely

Lynn Stuttard

Name of Official	Home Address	Home Telephone Number	A.S.A. Qualification

# City of Liverpool SC 2015 Tadpole League Team Staff / Coaches' Pass / Chaperone / Helper / Personal Care Attended / Assistant Information Sheet

Please read the team staff pass application information carefully and ensure its' completed and returned along with your clubs entries. When completing the information below, please print your details clearly. Thank you.

## Application for Coaches Passes

1. Each club is entitled to a ratio of 1 coach to 10 swimmers but if your team consists of both male and female competitors then the ratio will be 1 male and 1 female coach to 10 swimmers. If your club enters more than 20 swimmers then you are entitled to additional coaches' passes. A club is limited to a maximum number of 3 coaches' passes for this competition.
2. In accordance with child protection rules and guidelines, we request each club submits the name(s) of the coaches/team managers/chaperones who will be accompanying their team on the poolside at the same time as submitting their swimmers entries. Along with this, we ask your club secretary to sign the accompanying letter to declare at the point of submitting the entries all the named staff has been CRB checked and are registered as a member of your club.

Please Note:

3. All coaches, team managers' & chaperones must be CRB checked to gain a coaches pass and access onto the poolside.
4. Any parent wishing to act as a coach must also be CRB checked and registered as a member of the club they are representing.
5. Parents must also ask the club secretary to sign the appropriate letter on their behalf and submit it along with the swimmers entries.
6. Without the letter / application form being signed by the club secretary, no coaches' passes will be issued.
7. Each club and coach will be allocated a specific number on their coaches' pass for the period of the gala each coach must sign in each day they attend the meet when collecting their pass to signify they are on the poolside.
8. Coaches' passes will be issued on the day of the competition. Passes need to be returned at the end of each day to the assigned gala official.



Meet Promoter Diane West Meet Manager Meg Langley

**City of Liverpool SC 2015 Tadpole Gala  
Swimming Club Application for Team Staff / Team Managers /  
Coaches' / Chaperone's / Helper's / Personal Care Attendants Pass**

**Please note:** This letter / application form must be completed and returned along with your club's entries, without this, no team staff / coaches' passes will be given out to your club.

Swimming Club	
Club Secretary, please print your name	
I / We would like to purchase a total of	.....Team Staff / Coaches Passes at a price of £20.00 per person to cover both days.
I have enclosed a	I enclosed a Cheque to the value of £_____ to cover this payment, made payable to <b><u>"City of Liverpool SC"</u></b>

I have listed all the swimming clubs staff below:

<b>Coaches</b>	1.	2.	3.
	4.	5.	6.
<b>Team Managers</b>	1.	2.	3.
	4.	5.	6.
<b>Chaperones</b>	1.	2.	3.
	4.	5.	6.
<b>Helper's</b>	1.	2.	3.
	4.	5.	6.
<b>Personal Care Attendants</b>	1.	2.	3.
	4.	5.	6.

As Club Secretary, I confirm that all the individuals listed above have been CRB checked and are current members

of \_\_\_\_\_ Swimming  
Club.

Signed

\_\_\_\_\_ Secretary

Please return all forms and remittance to  
 Diane West, Tadpole Gala Entries Secretary  
 E-Mail: [COLSC\\_Events@hotmail.com](mailto:COLSC_Events@hotmail.com)

## CITY OF LIVERPOOL SC TADPOLE GALA 2015

### Schedule of events

Affiliated to A.S.A. North West Region  
 (Held under ASA Laws and FINA Technical Rules of Swimming)

Licensed at Level 3

**VENUE: - EVERTON PARK. Great Homer Street, Liverpool. L5 5PH.**

Gala Day 1, Saturday 12 <sup>th</sup> September 2015, Warm Up 8.00am – 09.00 am Start				
1	B	09/12	400m	Freestyle
2	G	09/12	200m	Butterfly
3	B	09/10	50m	Backstroke
4	G	09/10	50m	Breaststroke
5	B	09/12	200m	Breaststroke
6	G	09/12	200m	Breaststroke
7	B	09/10	4 x 25m	Freestyle Relay
8	G	09/10	4 x 25m	Medley Relay
9	B	09/10	4 x 25m	Medley Relay

Gala Day 1, Saturday 12 <sup>th</sup> September 2015 Warm up 13.00pm – 14.00pm Start				
10	G	09/12	400m	Freestyle
11	B	09/12	200m	Butterfly
12	G	09/10	50m	Backstroke
13	B	09/10	50m	Breaststroke
14	G	09/10	50m	Butterfly
15	B	09/10	50m	Butterfly
16	G	11/12	4x25m	Medley Relay
17	B	11/12	4x25m	Medley Relay
18	G	9/10	4 x 25m	Freestyle Relay

Gala Day 2, Saturday 19 <sup>th</sup> September 2015 Warm up 8.00am – 9.00am Start				
19	B	9/12	200m	Freestyle
20	G	11/12	50m	Butterfly
21	B	11/12	50m	Backstroke
22	G	11/12	50m	Breaststroke
23	B	9/12	200m	Backstroke
24	G	9/12	200m	Backstroke
25	B	9	100m	Ind. Medley
26	G	9	100m	Ind Medley
27	B	11/12	4 x 25m	Freestyle Relay
28	G	11/12	4 x 25m	Freestyle Relay

Gala Day 2, Saturday 19 <sup>th</sup> September 2015 Warm up 13.00 – 14.00pm Start				
29	G	9/12	200m	Freestyle
30	B	11/12	50m	Butterfly
31	G	11/12	50m	Backstroke
32	B	11/12	50m	Breaststroke
33	G	10/12	200m	Ind. Medley
34	B	11/12	200m	Ind. Medley
35	G	Ladies	8 x 25	Cannon
36	B	Mens	8 x 25	Cannon



Meet Promote

Club Accredited by Langley

**Tadpole Gala 2015 Consideration Times**  
**(To be no Faster.)**

Boys

Girls

9	10	11	12		9	10	11	12
02:59.9	02:43.4	02:33.7	02:23.9	200 FREE	03:00.4	02:43.1	02:33.8	02:24.4
6.15.10	05:43.4	05:20.7	05:01.0	400 FREE	6.18.40	05:46.0	05:22.7	05:03.0
43.08	40.06	37.73	35.47	50 BACK	43.09	41.69	37.42	35.61
3.19.10	03:03.8	02:50.6	02:40.0	200 BACK	3.20.00	03:03.9	02:49.2	02:41.6
48.79	45.44	42.38	39.57	50 BRST	50.09	46.29	43.28	40.92
3.44.70	03:31.8	03:17.0	03:03.5	200 BRST	3.46.10	03:32.1	03:18.5	03:06.0
42.2	38.75	36.26	34.18	50 FLY	42.4	38.95	36.82	34.88
3.19.10	03:15.1	02:55.8	02:44.7	200 FLY	3.22.00	03:17.4	02:58.9	02:46.2
01:35.5				100 I.M	01:36.2			
3.19.10	3.07.46	2.54.13	2.43.36	200 I.M	3.20.00	3.08.95	2.55.24	2.44.96



Meet Promoter Diane West Meet Manager Meg Langley