

SWIM ENGLAND NORTH WEST WINTER SWIMMING CHAMPIONSHIPS 2017
ENTRY PACK

KEY CONTACTS

Swim England North West
swimenglandnwevents@gmail.com
0161 789 7230

Venue
Manchester Aquatics Centre
Booth Street East
M13 9SS

HOW TO ENTER

ENTRY FEES

Individual Events	£7
Team Events	£12

ENTRY DEADLINE

Midnight on Friday 13th October 2017

Entries and appropriate payments must be received by this deadline.
No late entries will be accepted under any circumstances.

HOW TO ENTER

Entries **MUST** be made using Sportsystems Entry Manager. The Sportsystems entry file set can be downloaded from the Swim England North West website.

Para Swimmers entries should be made by email or by post and NOT into the entry file.

PAYMENT OF ENTRIES

Cheques should be made payable to: **ASA North West Region** and sent to:

Garry Whittle
51 Heron Way
Blackpool
FY3 8FA
e-mail: gmwhittle51@gmail.com

Entry fees can also be paid by arranging a BACS transfer.

Bank: NatWest
Account No.17884837
Sort Code: 600507

For ease of checking payments please ensure that the payment is identified:

- For an individual swimmer's payment then the identification should be **THEIR NAME AND ASA REGISTRATION NUMBER**
- For a club payment then the identification should be the name of the **CLUB**.

RELAY TEAM ENTRIES

Clubs are asked, where possible, to submit entry times for the team events using the Sportsystems entry file. Teams without a time will be seeded in the slowest heat.

A team entry form should be submitted (included in this pack) – this can be sent via email or through the post.

Clubs are asked to submit the swimmers names for their relay teams, in the order they wish to swim, in advance of the meet. These can be changed in line with point 4d in the Conditions.

POOLSIDE PASSES

Cost = £10 per pass

Coaches, team managers and chaperones requiring access to poolside must purchase a Poolside Accreditation pass in advance of the event.

All coaches, team managers and chaperones must hold a valid Disclosure and Barring Service check (DBS) before applying for their pass. All DBS check numbers must be provided on the Application for Poolside Pass form (included in this pack).

REFUNDS

Refunds will only be given:

- Where entrants are denied entry because paragraph 7.15 above has been invoked.
- Where a competitor has to withdraw on medical grounds subject to appropriate evidence being received by the Championship Manager.

COMPETITION INFORMATION

EVENT PROGRAMME

Session 1 Date: Saturday 4/11/17 Time: 8.00am warm up	Session 2 Date: Saturday 4/11/17 Time: TBC
<p><u>HEATS</u> Event 101 Mens Open 200m breaststroke Event 102 Womens Open 100m butterfly Event 103 Mens Open 100m freestyle Event 104 Womens Open 50m freestyle Event 105 Mens Open 50m butterfly Event 106 Womens Open 200m backstroke Event 107 Mens Open 400m IM Event 108 Womens Open 800m freestyle</p> <p><u>TEAM EVENTS</u> Event 109 Mens Open 400m medley team Event 110 Womens Open 400m medley team</p> <p><u>FINALS</u> Event 111 Junior Mens 200m breaststroke Event 112 Senior Mens 200m breaststroke Event 113 Junior Womens 100m butterfly Event 114 Senior Womens 100m butterfly Event 115 Junior Mens 50m butterfly Event 116 Senior Mens 50m butterfly Event 117 Junior Womens 50m freestyle Event 118 Senior Womens 50m freestyle Event 119 Junior Mens 100m freestyle Event 120 Senior Mens 100m freestyle Event 121 Junior Womens 200m backstroke Event 122 Senior Womens 200m backstroke</p>	<p><u>HEATS</u> Event 201 Womens Open 200m freestyle Event 202 Mens Open 100m backstroke Event 203 Womens Open 200m IM Event 204 Mens Open 200m butterfly Event 205 Womens Open 50m backstroke Event 206 Mens Open 50m breaststroke Event 207 Womens Open 100m breaststroke Event 208 Mens Open 400m freestyle</p> <p><u>TEAM EVENTS</u> Event 209 Womens Open 800m freestyle team Event 210 Mens Open 800m freestyle team</p> <p><u>FINALS</u> Event 211 Junior Womens 200m freestyle Event 212 Senior Womens 200m freestyle Event 213 Junior Mens 100m backstroke Event 214 Senior Mens 100m backstroke Event 215 Junior Womens 200m IM Event 216 Senior Womens 200m IM Event 217 Junior Mens 200m butterfly Event 218 Senior Mens 200m butterfly Event 219 Junior Womens 100m breaststroke Event 220 Senior Womens 100m breaststroke Event 221 Junior Mens 50m breaststroke Event 222 Senior Mens 50m breaststroke Event 223 Junior Womens 50m backstroke Event 224 Senior Womens 50m backstroke</p>

<p>Session 3 Date: Sunday 5/11/17 Time: 8.00am warm up</p>	<p>Session 4 Date: Sunday 5/11/17 Time: TBC</p>
<p><u>HEATS</u> Event 301 Mens Open 200m freestyle Event 302 Womens Open 100m backstroke Event 303 Mens Open 200m IM Event 304 Womens Open 200m butterfly Event 305 Mens Open 50m backstroke Event 306 Womens Open 50m breaststroke Event 307 Mens Open 100m breaststroke Event 308 Womens Open 400m IM</p> <p><u>TEAM EVENTS</u> Event 309 Mens Open 400m freestyle team Event 310 Womens Open 400m freestyle team</p> <p><u>FINALS</u> Event 311 Junior Mens 200m freestyle Event 312 Senior Mens 200m freestyle Event 313 Junior Womens 100m backstroke Event 314 Senior Womens 100m backstroke Event 315 Junior Mens 200m IM Event 316 Senior Mens 200m IM Event 317 Junior Womens 200m butterfly Event 318 Senior Womens 200m butterfly Event 319 Junior Mens 100m breaststroke Event 320 Senior Mens 100m breaststroke Event 321 Junior Womens 50m breaststroke Event 322 Senior Womens 50m breaststroke Event 323 Junior Mens 50m backstroke Event 324 Senior Mens 50m backstroke</p>	<p><u>HEATS</u> Event 401 Womens Open 100m freestyle Event 402 Mens Open 100m butterfly Event 403 Womens Open 50m butterfly Event 404 Mens Open 50m freestyle Event 405 Womens Open 200m breaststroke Event 406 Mens Open 200m backstroke Event 407 Womens Open 400m freestyle Event 408 Mens Open 1500m freestyle</p> <p><u>FINALS</u> Event 409 Junior Womens 100m freestyle Event 410 Senior Womens 100m freestyle Event 411 Junior Mens 100m butterfly Event 412 Senior Mens 100m butterfly Event 413 Junior Womens 50m butterfly Event 414 Senior Womens 50m butterfly Event 415 Junior Mens 50m freestyle Event 416 Senior Mens 50m freestyle Event 417 Junior Womens 200m breaststroke Event 428 Senior Womens 200m breaststroke Event 419 Junior Mens 200m backstroke Event 420 Senior Mens 200m backstroke</p>

WARM UP

The competition pool will be available for warm up ahead of sessions. Further information will be provided closer to the event.

BETWEEN SESSIONS

The competition pool will not be available between sessions.

DRAFT PROGRAMME

The draft programme will be posted on the Swim England North West Regional website as soon as possible after the closing date for the competition. This will include estimated session start times.

WITHDRAWALS

Notification of withdrawal from a heat or final, in line with the Event Conditions, can be made in the following three ways:

1. In person by completing a form at the Coaches Kiosk
2. By text message to 07746 624489 (please do not phone withdrawals)
3. By email to swimenglandnwevents@gmail.com

FILMING AND PHOTOGRAPHY POLICY

EVENT PHOTOGRAPHY AND FILMING

Events will be photographed and may be live streamed. Moving images may be displayed at the venue and via live stream at <https://www.youtube.com/swimnorthwest> . In addition, Swim England North West may use these recordings and images for the purposes of education and training, swimmer analysis, promotion, performance, development and selection and event analysis.

In such instances where the event is being live streamed, it will not be possible to provide the option to refuse consent to filming and if there are any concerns, please speak to the Swim England North West office. Individuals may, however, wish to refuse consent to static photography, whereby an Official Photography Refusal of Consent Form is made available from the Coaches Kiosk.

SPECTATOR INFORMATION

TICKET PRICES

One Session £5

All Day £10

CONDITIONS

1. General Conditions

- a. The Swim North West Regional Management Board (the Board) reserves full powers over all Regional Swimming Championships. Management and Promoters responsibilities shall be delegated to the Swimming Management Group and their nominated representative at the event.
- b. The Event shall be held under the ASA Rules and the relevant FINA/ASA/World Para Swimming rules

2. Events

- a. Individual Events:
 - i. 50m, 100m, 200m, 400m, 800m, 1500m Freestyle
 - ii. 50m, 100m, 200m Backstroke, Breaststroke, Butterfly
 - iii. 200m, 400m Individual Medley
- b. All events are available for both male and female competitors except:
 - i. 800m female only and 1500m male only
- c. Team Events
 - i. 4 x 100m Freestyle
 - ii. 4 x 100m Medley
 - iii. 4 x 200m Freestyle
- d. Team events are available for both male and female teams
- e. The schedule of events shall be published in addition to these conditions

3. Entries

- a. Individuals
 - i. Entries may only be accepted from competitors registered with Swim England at the closing date for entries as members of a club affiliated to Swim England North West Region.
 - ii. No individual or team member may compete in the Championships if he/she has competed, or entered in an equivalent Championships of another English Region in the same calendar year.
 - iii. Individual Championship events for each gender will comprise of Senior (17 years and over) and Junior (16 years and under)
- b. Teams
 - i. Team Championships shall be open to all Clubs affiliated to Swim England North West Region.
 - ii. A swimmer entered in the name of one club in the individual events may not compete in the name of another club in the team events
 - iii. Clubs may enter more than one team, but members shall swim for one team only
 - iv. Teams entered without an entry time will be seeded in the slowest heats.
- c. Ages as at 31st December 2017

- d. All competitors both Individual and Team are required to comply with the entry process and pay the required fees
- e. Entries must together with the appropriate fees must be received by the Competition Manager no later than the published closing time and date.
- f. Entry times achieved in either 50m pool or converted 25m times are permitted
- g. The schedule of consideration times, events and closing date shall be published in addition to these conditions
- h. Consideration Times must have been achieved at a Level 1, 2 or 3 Licensed Meet no earlier than 12 months preceding the closing date for entries
- i. Submitted entry times shall be used for seeding and rejection purposes as required, once a time has been submitted improved times will not be permitted.
- j. Any swimmer who has an outstanding fine from a previous regional competition will not be accepted for this competition until the fine has been paid.
- k. The Championship Manager has the authority to adjust the number of entries accepted to ensure the efficient running of the Championships in compliance with Swim England Meet Licensing requirements.

4. Meet Procedure

- a. All events shall have Heats and Finals except for 400m Individual Medley and 400m, 800m and 1500m freestyle events which shall be swum as Heat Declared Winner events
- b. All Team events will be swum as Heat Declared Winner events.
- c. Heats and Finals will be seeded in accordance with FINA rules. The fastest eight swimmers aged 16 years and under competing in the Junior Final and the fastest eight swimmers aged 17 years and over competing in the Senior Final. Two reserves for all finals will, where possible, be identified
- d. In the Team Events, each competing team shall submit a list of its swimmers in competing order to the Recorders no later than 60 minutes before the advertised start time of the session in which the event takes place.
- e. Competitors whose entries have been accepted will be expected to swim unless they have complied with the withdrawals procedure.
- f. Should a competitor who has not complied with the withdrawal procedure fail to swim they will (except in the case of genuine illness/injury or proven emergency) be subject to a £20 fine.
- g. Should a swimmer withdraw on grounds of illness or injury they will not be eligible to compete in any other events during that day of competition

5. Para Swimmers

- a. The conditions for the Swim England Winter Swimming Championships shall apply to Para competitors except where varied by the supplementary Para Swimming Conditions to the Championships

6. Withdrawal from Heats

- a. Withdrawals from Heats must be made no later than 60 minutes before the advertised start time of the relevant session.

7. Withdrawal from Finals

- a. Finalists and Reserves not wishing to compete in the final must withdraw no later than 15 minutes after the announcement of the Finalists for the event. Withdrawal must be by use of the official withdrawal form.
- b. Reserves will be released upon publication of the Finals start list
- c. Should a reserve be brought in at short notice the event will not be re-seeded.

8. Call Room

- a. Swimmers must report to the Competitor Stewards in the Call Room for Heats and Finals and follow their direction. It is the competitor's responsibility to report in good time for their event.
- b. Finalists are required to report to the Call Room in sufficient time and be available to parade for their event.
- c. All competitors are required to report 'race ready' as under normal circumstances having entered the Call Room they should remain in the confines until led on to the deck for their race.
- d. Coaches, Team Staff and Chaperones will not be allowed to enter the Call Room.

9. Awards

Awards shall be made to the competitors/teams placed first, second and third in the Senior, Junior and Team Championships.

SUPPLEMENTARY PARA-SWIMMING CONDITIONS

1. General Conditions

- a. The Swim North West Regional Management Board (the Board) reserves full powers over all Regional Swimming Championships. Management and Promoters responsibilities shall be delegated to the Swimming Management Group and their nominated representative at the event.
- b. The Event shall be held under the ASA Rules and the relevant World Para Swimming rules

2. Events

- a. Individual Events:
 - i. Freestyle
 - 50m S1 to S14
 - 100m S1 to S14
 - 200m S1 to S5 & S14
 - 400m S6 to S14
 - Backstroke
 - 50m S1 to S5
 - 100m S6 to S14
 - Butterfly
 - 50m S1 to S7
 - 100m S8 to S14
 - Breaststroke
 - 50m SB1 to SB3
 - 100m SB4 to SB9 and SB11 to SB14
 - Ind. Medley
 - 200m SM5 to SM14

3. Entries

- a. Para Swimmers may enter events:
 - i. Where they meet their classification Para qualifying time, or without reference to their classification they meet the able bodied qualifying time.
 - ii. Where there is no Para Qualifying time, they meet the able bodied qualifying time.
- b. At the time of entry competitors must indicate their classification or provide a valid Certificate of Swimming Disability issued by Swim England.
- c. The schedule of qualifying times shall be published in addition to these conditions

4. Meet Procedure

- a. The competition format will be based upon Para Swimmers inclusion within the schedule of events. Swimmers will be seeded within the able-bodied programme on their submitted times.
- b. Swim England North West will endeavour to provide a technical official who holds either a World Para Swimming qualification or who has completed Swim England Para Swimming officials training to act as a liaison for the Referee where Para swimmers are competing.

5. Awards

- a. Awards shall be made to the Para swimming competitors placed first, second and third in each event based upon British Para Swimming points.

- b. Where there are less than four competitors in an event a minus rule will apply.
- c. Where there is a single competitor in an event that competitor must achieve a time faster than their entry time to receive an award.

Application for Poolside Pass

Each coach/member of team staff requiring access to the poolside at Swim England North West Winter Championships **must** be in possession of a poolside pass. It is mandatory that all Coaches comply with the relevant Swim England Child Protection Procedures and have an up to date DBS certificate.

The passes will be issued in the name of a club and are transferable between club personnel. Clubs must purchase sufficient poolside passes so that all of their team staff members are in possession of a pass when they are on the poolside.

Club			
No. of poolside passes @ £10		Fee enclosed	£
Contact Name			
Telephone Number			
E-Mail Address			

Names of coaches/team staff	DBS Number

Declaration

I certify that the coaches who are attending on the poolside for our club have an up to date DBS check.

Signed _____ Club Position _____

Name: _____ (Please PRINT)

Team Entry Form

Club/Team: _____

Contact Name: _____

Telephone Number: _____

E-Mail Address: _____

If you enter more than one team in the same event please submit a separate form.

Please insert the entry time in the appropriate box (teams without a time will be seeded in the slowest heat).

BOYS	4x100m Freestyle		4x100m Medley		4x200m Freestyle	
	14-16 yrs	17 yrs/over	14-16 yrs	17 yrs/over	14-16 yrs	17 yrs/over
Entry Time						
GIRLS	4x100m Freestyle		4x100m Medley		4x200m Freestyle	
	14-16 yrs	17 yrs/over	14-16 yrs	17 yrs/over	14-16 yrs	17 yrs/over
Entry Time						

No. of entries _____ @ £12.00 = £_____

Declaration

I certify that the above details are correct and comply with ASA regulations.

Signed _____ Club Position _____

Name: _____ (Please PRINT)

Declaration Form for relay events

Club/Team Name: _____

Event No. _____ Session No. _____

Please tick as appropriate

	BOYS		GIRLS	
	14-16 yrs	17 yrs/over	14-16 yrs	17 yrs/over
4 x 100m Freestyle Team				
4 x 100m Medley Team				
4 x 200m Freestyle Team				

Names of Swimmers in Swim Order

1.
2.
3.
4.

Coach Name: (Please print) _____

Signature: _____

Received By: _____

Time of Receipt: _____