

Swim England South East Swimming Championship Conditions 2020

1. The 2020 Swim England South Swimming Championships shall be conducted as follows:
 - 25th/26th April (K2 Crawley)
 - 1st-4th May (Wycombe Leisure Centre)
 - 9th/10th May (K2 Crawley)

As mandated by Swim England, these championships will be licensed as a long course competition.

2. Swimming Championships shall be conducted in accordance with Swim England Laws and Technical Rules of Swimming.
3. Backstroke starting ledges and a supplementary starting strobe will be provided.

4. ELIGIBILITY FOR ENTRY

4.1 General

- 4.1.1 The Championships shall be open to eligible swimmers, as defined by Swim England, who, on the date of submission of entry, are members of clubs affiliated to Swim England South East and who shall not have competed in the championships of another Region since January 1st 2020.
- 4.1.2 A swimmer must have been a Swim England registered member of the club in whose name he/she is entered at least 30 days prior to the first day of the Championships.
- 4.1.3 For all events a swimmer's age shall be determined as at midnight on 31st December 2020.

4.2 Team Championships

- 4.2.1 Team Championships shall be open to all clubs affiliated to the Association.
- 4.2.2 All teams shall consist of four members.
- 4.2.3 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.
- 4.2.4 Clubs may enter up to three teams, but members shall swim for one team only in each event. If a club wishes to enter 3 teams, ALL swimmers competing in team events must be of regional standard; they must have achieved a region automatic qualifying time, in a level 1, 2 or 3 licensed meet, in at least one individual event in the same swimming year (i.e. since 1st September 2019).
- 4.2.5 Clubs must submit a provisional team declaration sheet, together with Swim England registration details of all team members who have not entered an individual event with their entry confirmation (see 6.5 below). Changes to declared teams are permitted at any time up to 45 minutes before the advertised starting time of the first event in the session (or the start of warm-up, if that is later). Changes after this time may only be made in exceptional circumstances.
- 4.2.6 For each team entry, the submitted time shall be the sum of the individual times for the declared

swimmers as recorded on Swim England Rankings. If a swimmer does not have a time recorded on Swim England Rankings, an estimated time may be used.

5. PROGRAMME OF EVENTS

5.1 Individual Events

Ages 11/12, 13, 14 15, 16, 17/Over	
50m	Backstroke, Breaststroke, Butterfly, Freestyle
100m	Backstroke, Breaststroke, Butterfly, Freestyle,
200m	Backstroke, Breaststroke, Butterfly, Freestyle, Ind Medley
400m	Freestyle, Ind Medley
800m	Freestyle
1500m	Freestyle

5.2 Team Events

Ages 14-16, 17/Over	
4x100m	Freestyle, Medley
4x200m	Freestyle

6. ENTRIES

6.1 Entry fees shall be agreed by the Swim England South East Swimming Group and published on the competition web site:

<https://www.swimmeets.org/calendar/showevent.php?id=919>

6.2 Entries shall be submitted via the online entry system on the competition web site.

Entries submitted online are not finally accepted until the club entry declaration sheet, completed and signed by a designated club representative, has been submitted to the competition web site.

6.3 Clubs may submit files of entries in .SD3, .CL2 or .HY3 format. The meet files for this competition will be available, in .EV3 and .HYV format, from the competition web site before the entry system is opened.

Clubs may submit separate files of short course and long course times. Swim England South East will select the time most advantageous to the swimmer. Both files must be submitted together. Swimmers will not be charged twice if they submit two entries for the same event.

Submission of a file or files of entries will replace all previous individual entries, long course and short course, submitted for swimmers from that club.

6.4 All entries to this competition are deemed to be club entries, and are subject to the submission of the club entry declaration sheet, authorised by an appropriate officer of the club to confirm that:

1. Entries have been checked against Swim England rankings and conform to the conditions for the competition
2. The club accepts liability to pay the appropriate entry fee.

6.5 All entries must be submitted on or before 18:00 on Tuesday 14th April 2020.

All club entry declaration sheets and provisional team declaration sheets must be uploaded to the competition web site, using the "Submit Files" function, by 20:00 on 17th April 2020.

If the entry confirmation form is not submitted by that date, the club will be advised and warned by e-mail, and a further 72 hours allowed to make the submission. Failure to make the submission by this final submission date will result in the club's complete entry being rejected.

If the team declaration sheet is not submitted by that date, the club will be advised and warned by e-mail and a further 72 hours allowed to make the submission. Failure to make the submission by the final submission date may result in the club's team entries being rejected.

6.6 After all entries have been processed, clubs will be invoiced by e-mail for the fees for accepted entries. Payment must be received within 7 days of the issue of the invoice.

6.7 Late entries may be considered for individual events providing

1. There is space available
2. The entry time must be equal to or faster than the **automatic** qualifying time for the event
3. A supplement of 100% of the normal entry fee, per event, is paid

Late entries for team events will not be considered.

6.8 For all individual events, the Swim England South East Swimming Group shall set automatic qualifying times and base level qualifying times. Both short course and long course qualifying times shall be published. Swimmers must submit a time for each entry which has been achieved on or after 1st June 2019.

Submitted times may be either short and/or long course. All short course (25m) times will be automatically converted using the published Swim England (ASA) Equivalent Performance Tables for the purpose of accepting entries and seeding.

All times must be set in competitions licences at level 1, 2 or 3.

first leg relay split times are NOT acceptable.

Times set in Masters competitions and appearing only in Masters Rankings are not acceptable.

6.9 All submitted times will be checked against Swim England rankings on the closing date.

A list of times that cannot be validated in rankings will be published 48 hours before the closing date.

If practical, Swim England South East will attempt to resolve any time that cannot be validated against rankings on the closing date, but it is the responsibility of the person submitting entries to ensure that times are valid. Swim England accepts no responsibility for any errors

made in trying to correct invalid entries.

Any time that cannot be validated against rankings on the closing date, after attempted resolution, will be rejected as an invalid entry.

Entries may be amended up to closing date. Subsequent improved times will not be accepted.

- 6.10 All swimmers who have achieved the automatic qualifying time shall be accepted for that event.

If there is space available, swimmers who have not achieved the automatic time for an event, but have achieved the base time may be accepted. Those swimmers who are closest to the automatic time shall be accepted first. The numbers of additional swimmers that can be accepted will be determined based on age group and event basis. The target number of swimmers for each age group in each event shall be published prior to the closing date for entries.

The target number of swimmers for age group in each event shall be considered the minimum number of swimmers for that event, providing that

1. Entries have achieved the base time.
2. No swimmer shall be accepted with a slower entry time than a swimmer in a younger age group who has been rejected for that event.

- 6.11 Notwithstanding condition 6.10, in the interests of safety and to ensure the smooth running of the Championships, the Swimming Competition Manager reserves the right to restrict the number of entries in any event, in which case, the swimmers with the fastest submitted times shall take preference.

- 6.12 No entry fee is payable for any entry not accepted as a result of limiting the number of entries.

- 6.13 By submitting an entry, entrants are accepting that entries will be processed using a computer system. Entrants may request that details are not displayed on the website, but need to be aware that entry confirmation and results are not made available in any other form.

- 6.14 By submitting an entry, entrants are accepting that their photographs may be taken and used to promote the sport by Swim England South East, and/or made available for download and purchase. All photography will conform to guidelines published by Swim England in "Wavepower" available at <https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/>

Individual parents of swimmers under 18 years of age on the day of competition have the right to withhold consent, by completing a form to be made available for download before the closing date of the competition.

- 6.15 Refund of fees. Once entries have been confirmed, entry fees will only be refunded if the swimmer is unable to swim on medical grounds. A request for refund of fees, together with supporting evidence from a qualified medical practitioner, must be uploaded to the competition website using the "Submit Files" function no later than 28 days after the last day of the competition.

7. **CONFIRMATION OF ENTRY**

- 7.1 The Entries Administrator shall make reasonable efforts to publish confirmation of entry for all accepted entries at least 7 days before the first day of the Championship. This confirmation will be published on the competition web site.
- 7.2 Entries may be corrected at any time up to the closing date. After this date, only errors introduced by Swim England South East will be corrected; any other change will be considered to be a late entry and subject to the provisions of 6.6 above.

8. **MEET PROCEDURE**

- 8.1 There shall be separate events for males and females.
- 8.2 A withdrawal system will be in operation. Club representatives are expected to submit withdrawal forms for swimmers who are not intending to swim no later than 45 minutes before the advertised starting time of the first event in the session (or the start of warm-up, whichever is the later). Provision will be made for clubs with no representative present to submit notification of withdrawals via the competition website. Informal notification of withdrawals by phone or e-mail will not be accepted. A fine of £10 will be levied in respect of each competitor who fails to withdraw and does not present themselves at the start of the event (except in the case of genuine illness or of a proven emergency).
- 8.3 Withdrawals are final. Any request to reinstate a swimmer who has been withdrawn will be considered to be a late entry and subject to the provisions of 6.6 above.
- 8.4 Revised team declaration sheets may be submitted no later than 45 minutes before the advertised starting time of the first event in the session (or the start of warm-up, whichever is the later). If it is not possible to update the Meet Management system with all changes to team declarations, names of swimmers in team events shall not be displayed on the scoreboard.
- 8.5 **Heats and Finals**
- 8.5.1 Events may be combined for the purpose of heats and heat declared winner events. Heats shall be held for all events.
- 8.5.2 If finals are arranged in a separate session, the promoter reserves the right to restructure the programme with finals integrated into the same session as the heats for the same events, if it is not possible to attract sufficient technical officials and/or non-technical volunteers to meet the minimum requirements required for licensed competitions.
- 8.5.3 In finals, the maximum number of places practicable shall be allocated. A maximum of four reserves shall be declared for each final.
- 8.5.4 The names of finalists and reserves shall be announced as soon as practicable after completion of the heats. Announced finalists and reserves not intending to swim shall withdraw by completing a withdrawal form.
- 8.5.5 If an additional swimmer is allowed to swim in a final (e.g as a result of a successful protest or a foul by another swimmer) after finalists have been announced, and no other finalist withdraws, that final will be swum as two timed heats.

- 8.5.6 Swim-offs will not be held. In the event that there are equal times for the slowest place in the final, if sufficient swimmers with equal times do not choose to withdraw, neither (none) of the swimmers with equal times will be allocated a place in the final, that lane or lanes remaining empty. If there is a withdrawal or withdrawals from the final, both (all) of the swimmers with equal times will be allocated a place in the final.
- 8.5.7 Where finals are organised in the same session as the heats, all withdrawals from finals must be submitted no later than 5 minutes after the announcement of finalists from the last session of heats; where finals are organised in separate session, all withdrawals from finals must be submitted no later than the start of warm-up for the finals session.
- 8.5.8 All finalists who have not withdrawn, including reserves, must present themselves to the competitors' stewards for the final.
- 8.5.9 A fine of £10 will be levied in respect of any competitor or team withdrawing from a final after the time allowed (except in the case of genuine illness or a proven emergency).
- 8.5.10 If a finalist withdraws within the time allowed, the final shall be reseeded. Where a reserve is brought in after this period, the reserve shall occupy the vacant lane and there shall be no changes made to the allocation of other lanes.
- 8.5.11 Heats shall be swum for all individual events of 50m, 100m and 200m. All events shall be seeded from slowest to fastest. In events where there are finals, the final three heats shall be cyclically seeded. All heats shall be spearheaded.
- 8.5.12 Individual events of 400m and over and all team events shall be decided on heat times and places (heat declared winner).
- 8.5.13 If the number of entries that have achieved the automatic entry time cannot be accommodated in the time available, the promoter reserves the right to designate additional events as Heat Declared Winner.
- 8.5.14 A final may not start earlier than 15 minutes after all of the swimmers involved have completed their heat swim for that event.
- 8.6 Time Trials will not be permitted during the Championships.
- 8.7 Competitors are responsible for presenting themselves to the competitors' stewards in time for their race. There will be no call for missing competitors. If a swimmer does not present themselves for a final, the highest ranked reserve who presents themselves for the final shall swim in the vacant lane.
- 8.8 All penalties for failing to withdraw from an event in accordance with 8.2 and 8.5.8 are payable by the competitor's club.

9 **ACCESS TO POOLSIDE**

- 9.1 Access to poolside is restricted to swimmers competing in the session, coaches and team managers in possession of poolside passes, accredited officials and volunteers.

- 9.2 To manage space on poolside and to comply with conditions of hire of the pool used for the competition, swimmers are not allowed to carry a bag larger than a small draw string bag onto poolside. This rule will be strictly enforced.

10 **AWARDS**

- 10.1 The first, second and third placed swimmers or teams in each individual and team event shall be awarded medals.

11. **SUPPLEMENTARY DISABILITY SWIMMING CONDITIONS**

- 11.1 The general conditions for Swim England South East Swimming Championships shall apply to the Disability Swimming events except where they vary by any of the following conditions.

11.2 **Events (Men and Women)**

Multi-disability events will conform to guidelines provided by Swim England:

- 50m Freestyle S1-S13
- 100m Freestyle S1-S14
- 200m Freestyle S1-S5, S14
- 400m Freestyle, S6-14
- 50m Backstroke S1-S5
- 100m Backstroke S1, S2 (male only), S6-S14
- 50m Butterfly S1- S7
- 100m Butterfly S8-S14
- 50m Breaststroke SB1-SB3
- 100m Breaststroke SB4-SB9, SB11-SB14
- 150m Individual Medley SM1-SM4 (without butterfly)
- 200m Individual Medley SM5-SM14

11.3 **Eligibility**

- 11.3.1 All swimmers must have an authorised Para Swimming, British Swimming, INAS-FID or British Blind Sport classification, which is held on the British Swimming or Para Swimming classification database at the time of entry.

- 11.3.2 Qualifying standards shall apply and all swimmers may qualify with either a Long Course (50m) or Short Course (25m) entry time. Entry times must have been achieved in the twelve months immediately preceding the championship closing date.

11.4 **Competition Format**

- 11.4.1 The competition format will be based on disability inclusion within the able-bodied programme alongside the 15/Over competition. Swimmers will be integrated on a time-banded basis in all events with the exception of the 150m Individual Medley.

- 11.4.2 Disabled swimmers will also be placed in the age group competitions as appropriate and may swim in finals if they qualify. Disabled swimmers may enter events which are not included in the multi-classification programme, proving that they achieve the qualifying time.

- 11.4.3 Placing shall be determined by the three swimmers in each event who either achieve a time better than or is closest to the equivalent British Long Course record relevant to their own classification (using the version of the Disability Points Calculator available from British Swimming on the date of the competition). Times recorded in heats are used to determine placing.
- 11.4.4 The organizers may combine the male and female SM1-SM4 150m Individual Medley event dependent upon the number of entries.
- 11.4.5 All events will be heat declared winners.
- 11.4.6 Competition to be run to Swim England rules with exceptions as per the World Para Swimming (IPC) Rules and Regulations (January 2018).
- 11.5 **Awards**
- 11.5.1 Awards shall be awarded on a multi disability basis to 1st, 2nd and 3rd place in each event.

12. **DISPUTES/CHANGES TO CONDITIONS**

- 12.1 Any dispute related to a matter not covered in these conditions shall be determined by the Promoter. Any individual who is not satisfied with such determination has the right to invoke Swim England Judicial processes.
- 12.2 Whenever possible, a Jury of Appeal shall be appointed.
- 12.3 If it is not possible to configure the pool for a long course competition, the competition shall run as a short course competition.
- 12.4 Once the license has been granted for this competition, no changes to conditions are permitted without the explicit approval of the Swim England South East Licensing Panel