

CITY OF SOUTHAMPTON SWIMMING CLUB

The Quays Swimming & Diving Complex | 27 Harbour Parade | Southampton | SO15 1BA

City of Southampton Christmas Open Meet

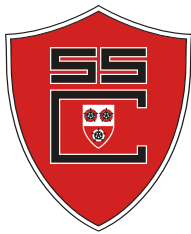
Level 3 Meet License No: 3SE222363

Sunday 18th December 2022

Promoter's Conditions

1. This swimming competition is a Licensed Level 3 Open Meet. It is organised by City of Southampton SC which is affiliated to Swim England South East. This Meet will be conducted in accordance with Swim England Laws and Regulations and Swim England Technical Rules of Racing.
2. All entrants must be Club Compete members of Swim England and aged 9 or over on the day of the competition.
3. This Open Meet will take place at The Quays, 27 Harbour Parade, Southampton SO15 1BA. The pool is an 8 lane 25m pool with anti-turbulence lane ropes. Electronic timing will be in use. The building is accessible via stairs, ramp and lift. There is limited space for wheelchairs poolside and in the spectator gallery.
4. **Entries**
Entries will be accepted from **Monday 21st NOVEMBER 2022 at 6.00 pm**. Acceptance into any event will be on a '**FIRST COME, FIRST SERVED**' basis. Any swimmer not accepted due to a restriction on numbers being imposed by the Promoter will have the entry fee refunded in full.
5. All entries must be slower than the Upper Limit Times and should be short course times (long course conversions are acceptable) achieved since 01/01/2021. Any swimmer who at the time of entry for the Meet has achieved a time faster than the published Upper Limit Time may not enter that event. Should it transpire at any stage that a swimmer has submitted an ineligible entry then the entry will be rejected, and the fee forfeited.
6. If the Meet is undersubscribed City of Southampton SC reserves the right to run time trials (exhibition swims) for those faster than the Upper Limit Times. These swims will not be awarded medals for their results but their times will be submitted to Rankings.
7. All entries, associated paperwork and payment must be received by the specified closing date of **30th NOVEMBER at midnight**. Late entries may be accepted only at the discretion of the organisers. There will be no refunds for withdrawals after the closing date unless with a valid medical reason.
8. Ages will be as at midnight on 18 December 2022. Age groups will be 9, 10, 11, 12, 13, 14, 15+. Events will include 50m and 100m events in the 4 strokes plus 200m Freestyle and 200m Individual Medley. The order of events will be as per the schedule.
9. The entry fee is £7.50 per event.
10. All entries **must** be made via email using the summary forms. Club entries should be submitted using the Hy-Tek electronic entry system. The Meet hytek entry files and full details of how to enter will be available on the club website (www.cossc.org)

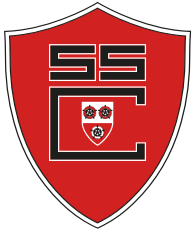
Please note that no entries will be accepted without the purchase of a Coach or Chaperone Pass as we cannot be responsible for unaccompanied swimmers.



All Clubs must complete the Entries Summary Form and return this together with a pdf of the swimmers and their entries and the hytek entry zip file to csscmeetteam@gmail.com. Payment must be made via bank transfer.

11. Prior to the Meet a list of their entries will be emailed to each club as soon as possible after they have entered. **It will be the responsibility of the club representative to carefully check all entries for correct name spellings, ages and entry times.** Any errors must be reported to the organisers via csscmeetteam@gmail.com by **4th DECEMBER 2023 at 5.00 pm.**
12. **Coach Passes**
Coach passes will be issued at a cost of £20 including lunch. Passes will provide admission to all sessions, a carpark pass (a space cannot be guaranteed), heat sheets and results sheets or a zip file of results (if requested) and lunch. Passes must be displayed. Clubs should be aware that the recommended ratio of adults to swimmers on poolside is 1:10. If a club requires more than 4 coach passes please contact the organisers on csscmeetteam@gmail.com.
13. **Electronic Payments**
For electronic payments, an online payment must be made to the club bank account:
Account Name: City of Southampton Swimming Club
Sort Code: 20-79-25
Account: 70096733
Payment Reference use Club Code plus no. of entries eg COSS 178
These details are on the Entry Summary Form and the reference used must be entered on the form.
14. **Individual Entries**
There is limited space for individual entries on a first come first served basis. Any entry made via the Individual Entry Form without hytek entry files will be subject to a £10 admin charge per swimmer. All individual entrants under 18 years must be accompanied by an adult over 18 years who has paid for a coach pass. The adult must be a current member of Swim England. Please contact csscmeetteam@gmail.com for an Individual Entry Form.
15. **Withdrawals**
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 50 minutes before the advertised starting time of the first event in the session. Competitors who fail to withdraw and do not present themselves at the start will incur a penalty of £10 and may be suspended from all further events at the Meet. There shall be no refund of entry fees to swimmers who withdraw from events on the day.
16. **Technical Officials**
Swim England and their Open Meet Licensing Boards do not look favourably on any Open Meet that cannot provide the appropriate number of licensed and qualified officials to ensure the competition meets the licence requirements. The ultimate sanction could be that the meet would be downgraded to a lower licence level and the times recorded by swimmers would not be allowed into 'rankings' as at that date or license level.

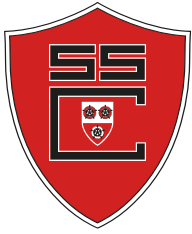
For this reason, we request that each club seeks to provide as many Licensed Officials or Judge Level 1 trainee candidates (qualified as Timekeepers), as possible. If visiting clubs cannot assist with the provision of licensed officials or appropriately qualified Judge Level 1 candidates, then the club cannot guarantee the licence level required by the Swim England South East Licensing Board. 'Appointed visiting officials' will receive a free car park pass, lunch and will be able to claim reasonable travel expenses.
17. **Health and Safety**
All Meet participants and spectators must observe all safety precautions including any covid restrictions, in operation at The Quays and follow instructions of Pool Staff and City of Southampton Meet Management Team.



Prior to leaving poolside swimmers must dry off and put on appropriate clothing and footwear. No swimmers will be allowed into the spectator area or the main Quays entrance foyer area unless they have complied with this requirement.

For safety reasons spectators, must ensure that all gangways, and the rear of the spectator area is kept clear. Stewards will be patrolling these areas during the Meet. Participating clubs are responsible for ensuring that their members are made aware of these Health and Safety requirements and those of Swim England.

18. Competitors are reminded that food, hot drinks or glass containers cannot be taken onto poolside. Competitors should only bring a small bag poolside to reduce overcrowding and to prevent the vents being blocked. Competitors are advised not to leave their belongings unattended and to ensure that all valuables are placed in a locked locker (lockers require own padlocks) Neither City of Southampton Swimming Club nor the Management of The Quays can accept responsibility for any property that may be lost or stolen.
19. Only competitors, officials, volunteers and those in possession of a coach pass will be allowed on poolside. Anyone poolside must be a member of Swim England. Passes should be kept clearly visible at all times. Access from poolside via the stairs directly from the spectator area will be limited to officials and key volunteers during the heats. All swimmers and coaches must go via the changing rooms to use the stairs in the reception and are not allowed to use the stairs poolside during events unless agreed.
20. Failure to comply with any condition may result in disqualification and forfeiture of any fee paid.
21. **Warm Up**
Lanes will be allocated for warm-up and announcements will be made. Coaches and team managers are responsible for their swimmers at all times. Diving will only be allowed in specified lanes as announced.
22. Swimmers are responsible for reporting to the Competitor Stewards on time. For the first events in each session swimmers should report to the Competitor Stewards directly after the warm-up. Swimmers in all other events should report to the Competitor Stewards at least one event before their own event. The volunteer Stewards are there to guide the swimmers but it is the swimmers' responsibility to ensure they are in the right lane in the correct heat.
23. **Events**
The One-Start Rule will apply. All events will be run on a Heat Declared Winner (HDW) basis. The last heat in each event may be spearheaded.
24. All events will start at the deep end of the pool. Over the top starts will be used at the discretion of the Meet Management and the Lead Referee.
25. Electronic timing pads and equipment will be used. Competitors must leave the pool at the sides and not climb over the electronic timing boards.
26. A secondary strobe will not be available for this Meet. Backstroke wedges will not be available at this meet.
27. **Results**
Heat results will not be announced but will be displayed in an appropriate location as soon as they are available. Results will also be available on Meet Mobile.
28. Awards will be made to those swimmers placed 1st to 3rd in each event in each age group without disqualification. All medals will be available for collection from the medal table. All medals should be collected before the end of the event. It will not be possible to post medals after the event.



29. **Photography/Mobile Telephones.**
It is requested that all mobile telephones are switched off or switched to silent during the competition and that there is no flash photography at the start of each event. Please abide by Swim England guidance regarding the taking of photographs and/or film footage.
30. **General Data Protection Regulation (GDPR).**
Entries will be held on a computer solely for the purposes of this competition. Consent, as required by the GDPR to the holding of personal information on computer will be deemed to have been given by the submission of the entry. This data will be held for at least 1 year. Data and results will be shared with Swim England for rankings and the competitors own swimming clubs. Results will be posted at the pool and on the website.
31. **Spectators**
Spectator entrance will be charged at £6.00 irrespective of the number of sessions attended. Psyche sheets and entry lists will be published on the Club website in advance of the Meet. Results will be on Meet Mobile and posted on the club website after the event.
32. Depending on covid restrictions at the time, the organisers reserve the right to restrict spectators or alter the running of the event. Swimmers will be informed as soon as possible of the final running order for the day and any restrictions due to covid and this information will be posted on the website.
33. For any matters not covered by these Conditions the Meet Management will make any decisions it deems necessary to provide for the satisfactory running of the competition which may include altering the timing and order of events. The entrants will be informed of any changes as soon as is feasible. By submitting an entry, participants have deemed to agree to such decisions
34. This meet is promoted by City of Southampton Swimming Club.. The meet promoter is Gina Bassett who can be contacted on csscmeetteam@gmail.com.