



ENTRY CONDITIONS

1. The competition will be held under Swim England law and Swim England Technical Rules of Swimming and these promoter's conditions.
2. The meet is licensed at level 3 and held under licensed number 3LR192264
3. The competition is open to Swim England registered swimmers and all entrants must be category 2 members.
4. There are no qualifying times, but there are upper limit times. There are only upper limit times which you must not have swam faster than. Heats will be swum with all age groups combined and swimmers seeded by entry times. All heats will be spearheaded. Swimmers are expected to enter their current best times and we will not be accepting NT so **PLEASE NOTE NO TIME = NO SWIM**
5. The venue is Basildon Sporting Village, Cranes Farm Road. Basildon. Essex. SS14 3GR
6. The pool is 25metres in length, 8 lanes with anti-wave lane ropes, secondary strobe lights and Daktronics electronic timing with spacious spectator seating and onsite café for spectator refreshment
7. The entry fees are £6.50 for 50s, 100s and 200 events and £7.50 for all 400s events.
8. We welcome individual entries which must be on the official entry form (photocopies accepted) and is subject to an additional £5 administration charge per swimmer.
9. All entries must be entered electronically, using SPORTSYSTEMS software. If clubs choose to use an entry form they will incur a £25 administration charge. Entries must be sent by the club with either payment online or single club cheque please.
10. There will be no refunds of entry fee unless the entries are rejected by the organisers.
11. Once your entry has been accepted it is assumed that you will be swimming. Withdrawals must be made by the start of each warm-up session to the recorders using the withdrawal sheets which will be included in the coach's pack.
12. The Meet Promoter reserves the right to give preference to complete entries from a maximum of two clubs where swimmers need to pre-book travel arrangements. Application must be by email to the Meet Administrator on romfordtownsc@aol.com The Promoter recommends that no travel or accommodation arrangements are confirmed until the club receives written confirmation of entry.
13. The Meet Promoter reserves the right to cancel the event if the meet is under subscribed.
14. The Meet Promoter reserves the right to move events (as a last resort) if the meet is oversubscribed in order to comply with timing requirements set out by Meet Licensing.
15. **The Promoter reserves the right to limit entries to meet gala session timing restrictions. Entries per club will be processed on a first come first served basis**, however if the gala is nearing capacity the promoter reserves the right to restrict entries from the last club's entries received to ensure compliance with licensing guidelines and the restrictions will be made from the longest distance events first then in reducing distance by individual age groups. Full reimbursement of entry fee(s) shall be made to unsuccessful applicants.
16. By submitting and accepting entries to the meet consent is hereby given, as required by the Data Protection Act 1998, to the holding of personal information. The personal information supplied with your entry will be retained securely and will only be used for the legitimate purposes of running the event. This data will be shared by form of results with Swim England (Rankings) and the clubs who have entered the meet. A full copy of the results will be published on the website after the meet. Please be aware that links from our website may take you to external websites that are not covered by our policies. Please ensure that you review their privacy policies before any data is submitted. If any persons want to exercise their right to erasure or processing of their personal data, they will need to make a written request to the promoter. We will only hold competition data for 12 months after which it will be destroyed and erased from our systems
17. Male and female age groups will be 9, 10, 11,12,13,14, 15, 16, 17 years and over. Age as at **6th October 2019**. Heats will be swum with all age groups combined and swimmers seeded by entry times. All heats will be spearheaded and swum on a **heat declared winner** basis. The first three for each age group in each event will receive medals.
18. The events are 50m, 100m, 200m all strokes including 400m freestyle as well as 200m & 400m Individual Medley. Over the top starts will be used where appropriate.
19. One random heat will be selected in each event for a £5 cash spot prize. The winner of the selected heat will receive the prize



20. Spectator entry will be by colour-coded wristbands. Entry fees are £8.00 per day. Children under the age of 10 will gain entry free of charge.
21. Coaches and Team Managers' passes are available in advance for £35 for the weekend or £20 per day. Food is provided by the in-house catering service only. This entitles the holder to a programme; meal between session, poolside drinks and result sheets posted or sent electronically. Coaches and Team Managers' Passes must be ordered using the Club Entry Form. Coaches and Team Managers will not be allowed on poolside without a Pass. The Promoter has the right to ask any unauthorised persons to leave the poolside. For insurance purpose's all applicants should be a registered member of the Swim England and coaches must hold a current DBS (CRB) check.
22. Visiting clubs bringing a team of 5 or more swimmers are requested to provide one qualified official per session and their details (together with their qualification) are to be forwarded with the entry information. Meals and refreshments will be provided.
23. It is the responsibility of coaches and parents to ensure the safety of their swimmers. All swimmers should meet the requirements of the Swim England competitive start award and should obey all safety notices and announcements. The organisers and pool management reserve the right to remove any spectator or swimmer whose behaviour is against the rules of the pool or the efficient running of the meet. Stewards will be patrolling the centre and anyone found causing damage or seriously misbehaving, will be banned from the meet and refused entry to the building. For health and safety reasons only, small drawstring bags will be allowed poolside. Lockers are available with the use of a refundable £1 coin.
24. Any changes to the stated warm-up times will be notified with accepted swims and be published on our website.
25. Coaches and Team Managers are expected to wear their wristbands at all times. Only competing swimmers, coaches, officials and Team Managers are allowed on poolside. This is a security request from the pool operator
26. In accordance with the Swim England Child Safeguarding Policies and Procedures any parents or carers of swimmers under the age of 18 who wish to take photographic or video images are requested to focus on their own child as much as reasonably possible and to avoid including other children in those images, particularly if those images are being shared with family and friends through social media platforms.
27. Flash photography is prohibited at all times and absolutely no photographs are permitted poolside. No cameras, video or digital capturing devices (including mobile phones) may be used in the changing area. This policy will be vigorously enforced, and any person found to be contravening this policy will be asked to leave the gala without refund
28. As the permitted use of devices which capture still or moving images is no longer dependent upon pre-registration, we request that all persons attending this meet have a clear understanding of their responsibilities and obligations as detailed in the "Swim England Photography Guidance" section of Wavepower 2016-19 (the current Swim England Child Safeguarding Policies and Procedures publication).
29. Please ensure you clear up after yourself by placing all litter in the receptacles provided, do not leave it for others to clear up for you.
30. Payment can be made either via Cheques made payable to RTSC (one cheque per club) or BACS (details on summary sheet) and sent together with the entry summary sheet to: Angela Eguakhide, 38 Chadville Gardens, Chadwell Heath. Romford. RM6 5UA.
31. Clubs are requested to send all entries with an entry report, completed summary sheet and any poolside applications at the same time with one payment, preferably via BACS transfer, to cover all swimmers and coach passes. If an entry has been submitted electronically only the summary sheet is required, do not send entry forms.
32. Closing date for this meet is **Thursday 12th September 2019**. RTSC reserves the right to refuse or close entries before this time to facilitate the smooth running of the competition
33. The promoter reserves the right to refuse admission to any competitor or other personnel.
34. Anything not covered within these rules will be at the discretion of the promoters of the competition.