

**1. GOVERNING RULES & LAWS**

- 1.1. This meet shall be conducted under ASA Laws, the FINA Technical Rules of Swimming and these Promoter's Conditions.

**2. MEET ADMINISTRATION**

- 2.1. The nominated Meet Manager for this meet is Nick Hallam. He can be contacted by post at 34 Kingswood Avenue, South Croydon, Surrey CR2 9DQ and by email at [london\\_region\\_meets@icloud.com](mailto:london_region_meets@icloud.com)
- 2.2. The Promoter for this Meet is Alan Thurlow. He can be contacted at [alancthurlow@gmail.com](mailto:alancthurlow@gmail.com)
- 2.3. The Lead Referee is Ralph Shortland.

**3. GENERAL CONDITIONS**

- 3.1. A swimmer's age shall be determined as at midnight on 31<sup>st</sup> December 2018.
- 3.2. Closing deadline for entries and full payment is 10pm on 9<sup>th</sup> May 2018.
- 3.3. In the interest of safety, to keep the event within the available time booked at the hosting facility and to ensure the smooth running of the meet, the London Swimming Events Team reserve the right to restrict the number of entries in any given event. In all cases, competitors with the fastest submitted times by age group will take preference.
- 3.4. Time Trials will not be permitted during this meet.
- 3.5. Entries will be held on a computer solely for the purposes of this competition and consent, as required by the Data Protection Act 1984, to the holding of personal information on computer will be deemed to have been given by the submission of an entry. Personal data will be available for inspection during the Meet on application to the Meet Manager.
- 3.6. London Swimming remind all those attending this Meet (competitors, coaches, team managers, spectators, officials, volunteers, contracted staff etc.) wishing to use cameras, video or digital image capturing devices (including mobile phones) that they should only do so after reference to their obligations and the recommendations laid down in Wavepower 2016-2019, the ASA Child Safeguarding Policy & Procedures and other ASA Photography guidance. Your adherence to the guidelines and vigilance during the event will assist in our efforts to avoid the misuse of such equipment and the images/videos produced.
- 3.7. In the circumstance that an infraction of clause 3.6 is identified by London Swimming officials and/or volunteers, the London Swimming Events Team will apply an appropriate sanction adjudged to be proportionate. This may include, but not be restricted to, the reporting of the person to their Club Welfare Officer for breach of applicable code of conduct or temporary confiscation of the equipment.
- 3.8. In the circumstance that an infraction of clause 3.6 is identified by or reported to the facility management, the Normal Operating Procedure of the facility will be applicable and will be fully supported by London Swimming.
- 3.9. With the specific exception of official photographers appointed by London Swimming, flash photography is prohibited at all times during the Meet.
- 3.10. All meet attendees must respect the privacy and wishes of all other users of the facilities, regardless of their celebrity status.

**4. FOOD, DRINKS & REFRESHMENTS.**

- 4.1. Spectators ARE NOT permitted to bring any food/drinks/refreshments into the London Aquatic Centre, regardless of purpose or intent. Only refreshments that have been purchased on site may be consumed in the communal areas and spectators seating areas.
- 4.2. Swimmers/Coaches/Poolside Supervisors ARE permitted to bring food/drinks/refreshments into the facility.
- 4.3. It is preferred that any food/drinks/refreshments brought into the facility are consumed in the changing rooms, communal areas and spectators seating area.

- 4.4. The consumption of food/drinks/refreshments on the poolside/deck is not preferred but is not prohibited.
- 4.5. In the circumstance that food/drinks/refreshments are consumed on the poolside/deck, the swimmers/coaches/supervisors club are considered responsible for the management/collection of the waste produced.
- 4.6. In the circumstance that waste/refuse is not collected and disposed of by a club, that club will be liable for the full payment of any additional cleaning charge levied by the operators of the facility.
- 4.7. In the circumstance that waste/refuse is not collected and disposed of by two or more clubs, each club will be liable to pay an equal share of any additional cleaning charge levied by the operators of the facility.
- 4.8. The London Swimming Events Team request that all attendees of events at the London Aquatics Centre respect and comply with these obligations and do not challenge facility staff in an attempt to secure a concession.
- 4.9. In the circumstance that the actions/behaviour of any attendee of a London Swimming meet at the London Aquatic Centre be deemed to be abusive or unacceptable, the Normal Operating Procedure of the facility will be applicable and will be fully supported by London Swimming.

**5. ELIGIBILITY FOR ENTRY**

- 5.1. This meet shall be open to eligible competitors, as defined by the ASA, who are members of clubs affiliated to the ASA, SASA, WASA and competitors from one of the countries affiliated to FINA (Foreign Competitors).
- 5.2. For all events, the London Swimming Events Team has defined Long Course entry qualifying times. Short Course times can be used for entry if they are converted using the ASA’s Equivalent Performance Tables.
- 5.3. Competitors must have equalled or bettered the published entry qualifying time at an event licensed at Levels 1, 2 or 3 by the ASA or WASA, or Levels 1 or 2 by the SASA, or an event outside of Great Britain. For UK registered swimmers, the entry time must be registered on the ASA rankings database.
- 5.4. Foreign competitors must provide documentary evidence of their entry qualifying times which must be from a meet with electronic timing and must be prepared to present their passport for age verification to the Meet Manager in the timing suite prior to the first published withdrawal closing time on each day of the meet.
- 5.5. A competitor may not take part in this Meet if they are competing in another region’s 2018 Summer Regional Championships on the same dates.
- 5.6. By submitting an entry to this Meet, a competitor - or in the case of a competitor being under 18 years of age during the meet, the competitor’s legal guardians – attest to the fitness and ability of the competitor to complete the event without foreseeable injury or incident and without causing delay to the event schedule.

**6. VENUES**

6.1. The locations and dates of competition are shown in the following table:

Dates	Licence No.	Locations	Events
26 to 27 May	1LR181069	London Aquatics Centre, Queen Elizabeth Olympic Park, Stratford, London	All events.

## 7. EVENTS

7.1. The following tables detail the schedule of events.

Saturday 26th May 2017 – Day 1				
Evt No.	Gender	Age	Event	Event Type

<b>Session 1</b> Warm up @ 08:00; Racing @ 09:00				
101	F	10/OV	400m Freestyle	HDW
102	M	10/OV	50m Freestyle	HDW
103	F	10/OV	50m Backstroke	HDW
104	M	10/OV	200m IM	HDW
<b>SHORT BREAK</b>				
105	M	10/OV	1500m Freestyle (2 heats max.)	HDW

<b>Session 2</b> Warm up @ TBA; Racing @ TBA				
106	F	10/OV	200m Backstroke	HDW
107	M	10/OV	100m Breaststroke	HDW
108	F	10/OV	100m Butterfly	HDW
109	M	10/OV	50m Butterfly	HDW
110	F	10/OV	100m Freestyle	HDW

<b>Session 3</b> Warm up @ TBA; Racing @ TBA				
111	M	10/OV	400m IM	HDW
112	F	10/OV	200 Breaststroke	HDW
113	M	10/OV	50m Breaststroke	HDW
114	F	10/OV	200m Butterfly	HDW
115	M	10/OV	200m Freestyle	HDW
116	F	10/OV	100m Backstroke	HDW

Sunday 27th May 2017 – Day 2				
Evt No.	Gender	Age	Event	Event Type

<b>Session 4</b> Warm up @ 08:00; Racing @ 09:00				
201	M	10/OV	400m Freestyle	HDW
202	F	10/OV	50m Freestyle	HDW
203	M	10/OV	50m Backstroke	HDW
204	F	10/OV	200m IM	HDW
<b>SHORT BREAK</b>				
205	F	10/OV	800M Freestyle (2 heats max.)	HDW

<b>Session 5</b> Warm up @ TBA; Racing @ TBA				
206	M	10/OV	200m Backstroke	HDW
207	F	10/OV	100m Breaststroke	HDW
208	M	10/OV	100m Butterfly	HDW
209	F	10/OV	50m Butterfly	HDW
210	M	10/OV	100m Freestyle	HDW

<b>Session 6</b> Warm up @ TBA; Racing @ TBA				
211	F	10/OV	400m IM	HDW
212	M	10/OV	200 Breaststroke	HDW
213	F	10/OV	50m Breaststroke	HDW
214	M	10/OV	200m Butterfly	HDW
215	F	10/OV	200m Freestyle	HDW
216	M	10/OV	100m Backstroke	HDW

## 8. ENTRY FEES

- 8.1. The entry fee for each individual event (except 800m and 1500m) shall be £7.00.
- 8.2. The entry fee for the 800m and 1500m events shall be £10.00. Please note that only two heats each of the 800m and 1500m event will be run during this meet and that in accordance with Clause 3.3, competitors with the faster submitted times will take preference.
- 8.3. Full payment for entries submitted must be received by the Meet Manager on or before the stated entry deadline.
- 8.4. Entries will not be accepted from clubs with an outstanding debt to London Swimming.
- 8.5. Refunds will not be considered with the specific exception where Clause 3.3 has been exercised.

## 9. ENTRY PROCEDURE

- 9.1. An Events file containing the full schedule of events and all qualifying times/criteria is available for download from the London Swimming website. This file should be used in conjunction with the "SPORTSYSTEMS Entry Manager for SPORTSYSTEMS Meet Organisation" software application. This free-to-download software may be obtained by visiting <http://www.sportsys.co.uk>.
- 9.2. All qualifying entries shall be made by Clubs in the standard electronic format produced by this aforementioned Entry Manager application.
- 9.3. Manual entries will only be considered for Foreign competitors.
- 9.4. All entries must be accompanied by the Summary form.

9.5. The London Swimming Events Team reserves the right to ask for proof of entry time (subsequent improved times will not be accepted).

9.6. The London Swimming Events Team reserves the right to issue a penalty fine to clubs for submitting incorrect entries.

## 10. QUALIFYING TIMES

10.1. The Qualifying Times for entry are set out in the following tables. All times are long course.

<b>BOYS</b>								
EVENT		10/11 YRS	12 YRS	13 YRS	14 YRS	15 YRS	16 YRS	17/OV
50m	Freestyle	37.00	34.90	33.00	31.30	29.70	28.70	28.40
100m	Freestyle	1.18.80	1.13.70	1.09.80	1.06.90	1.04.40	1.02.60	1.01.50
200m	Freestyle	2.51.30	2.40.80	2.32.60	2.25.60	2.20.70	2.16.30	2.13.70
400m	Freestyle	5.56.00	5.38.10	5.21.80	5.07.00	4.57.60	4.49.10	4.44.60
1500m	Freestyle	24.44.70	22.20.50	21.16.60	20.19.00	19.37.10	19.07.70	18.43.30
50m	Breaststroke	48.20	44.60	41.80	39.70	37.80	36.80	35.80
100m	Breaststroke	1.41.50	1.34.70	1.28.80	1.24.60	1.21.40	1.18.90	1.17.00
200m	Breaststroke	3.39.10	3.25.20	3.12.50	3.02.50	2.55.40	2.51.60	2.47.00
50m	Butterfly	40.80	38.10	35.90	34.00	32.20	31.40	30.60
100m	Butterfly	1.27.70	1.21.50	1.16.80	1.12.80	1.09.80	1.07.80	1.06.50
200m	Butterfly	3.12.50	2.59.90	2.49.90	2.40.90	2.34.40	2.30.40	2.27.60
50m	Backstroke	43.20	40.50	38.20	36.40	34.50	33.50	32.70
100m	Backstroke	1.29.80	1.21.10	1.19.20	1.15.00	1.12.20	1.10.30	1.09.30
200m	Backstroke	3.12.00	3.00.70	2.50.30	2.42.30	2.36.00	2.31.40	2.28.60
200m	IM	3.14.30	3.02.80	2.52.70	2.44.80	2.38.40	2.33.90	2.31.00
400m	IM	6.50.80	6.26.70	6.06.40	5.49.30	5.36.20	5.27.60	5.22.60
<b>GIRLS</b>								
EVENT		10/11 YRS	12 YRS	13 YRS	14 YRS	15 YRS	16 YRS	17/OV
50m	Freestyle	37.30	35.40	34.00	32.90	32.20	31.90	31.80
100m	Freestyle	1.19.30	1.15.20	1.12.70	1.10.70	1.09.60	1.08.80	1.08.10
200m	Freestyle	2.51.30	2.42.50	2.36.20	2.32.10	2.29.10	2.27.50	2.25.80
400m	Freestyle	5.46.40	5.38.80	5.26.30	5.18.00	5.12.80	5.09.20	5.06.30
800m	Freestyle	12.19.60	11.39.00	11.10.80	10.56.00	10.45.50	10.36.00	10.28.30
50m	Breaststroke	47.80	45.00	43.10	41.50	40.60	40.10	39.80
100m	Breaststroke	1.41.60	1.35.20	1.30.80	1.28.50	1.27.50	1.26.40	1.25.20
200m	Breaststroke	3.36.60	3.24.90	3.15.50	3.09.50	3.06.70	3.05.80	3.04.00
50m	Butterfly	40.70	38.60	36.70	35.70	34.80	34.20	34.20
100m	Butterfly	1.27.90	1.22.60	1.19.10	1.17.20	1.15.50	1.14.80	1.14.00
200m	Butterfly	3.12.60	3.01.70	2.58.50	2.48.00	2.45.70	2.43.30	2.41.30
50m	Backstroke	43.10	40.90	39.40	38.00	37.00	36.60	36.30
100m	Backstroke	1.29.90	1.24.50	1.21.70	1.19.60	1.17.90	1.17.00	1.16.30
200m	Backstroke	3.11.00	3.00.60	2.54.30	2.49.80	2.45.80	2.43.90	2.42.80
200m	IM	3.14.30	3.03.30	2.56.80	2.52.30	2.48.90	2.46.90	2.45.50
400m	IM	6.47.30	6.24.90	6.10.60	6.02.00	5.55.20	5.50.80	5.48.70

## 11. MEET PROCEDURE

11.1. A withdrawal system will be in operation. Competitors who are not intending to swim (or their representatives) must submit official withdrawal forms, either electronically as prescribed on the competition website - up to 10.00am on Friday 25<sup>th</sup> May 2018 (the day before the start of the competition), or at the Withdrawals table at the pool by completing an official withdrawal form no later than 50 minutes before the advertised starting time of the first event in each session. Notification of withdrawal by any other means than an official withdrawal form will not be considered.

- 11.2. A fine will be levied in respect of each competitor who fails to withdraw and does not present themselves to the Clerks of the Course at the start of the event - except in the case of a proven emergency.
- 11.3. Failure to report to the Clerks of the Course prior to an event shall forfeit the competitor's right to compete. Heat start lists for each event will be posted before each session starts and it is the competitor's responsibility to ensure their name appears on the list prior to the start time of the session.
- 11.4. All events shall be decided on a Heat Declared Winner (HDW) basis i.e. on individual heat time.

## **12. COACHES/CHAPERONES/PHYSIOTHERAPISTS/PERSONAL CARE ATTENDANTS**

- 12.1. All coaches/chaperones/team managers/physiotherapists and personal care attendants who wish to be on deck/poolside during the event must have a valid Pass.
- 12.2. Passes must be clearly displayed at all times when on deck/poolside.
- 12.3. Existing 2018 London Swimming Annual Coach passes will be accepted at this event.
- 12.4. Event pass applications can be made by completing and submitting the application form (available on the event page on the London Swimming website). Applications and payments must be received by midnight on the closing date.
- 12.5. Event passes will be available for collection at the entrance to the facility on the days of the meet.
- 12.6. All persons applying for an event or annual pass from a UK club must have a current/valid DBS disclosure issued by ASA/WASA/SASA.

## **13. AWARDS**

- 13.1. The first, second and third placed individual in the following age categories of each event shall be awarded medals; 10/11 yrs., 12 yrs., 13 yrs., 14 yrs., 15 yrs., 16 yrs., 17+ yrs.
- 13.2. There shall be no official presentation of medals.
- 13.3. Medals will be available for personal collection from the Presentation Desk subsequent to the publishing of the official results for each event.
- 13.4. Medals not collected during the meet will not be made available subsequent to the meet.

## **14. FINES**

- 14.1. All fines are issued to clubs not competitors.
- 14.2. Fines may be reduced by 50% if paid in full within 28 days of the issue date of the fine.
- 14.3. Payment of fine(s) must be remitted by the fined club, not by an individual competitor.
- 14.4. If a club wishes to object to a fine, an official written objection must be sent to the Meet Manager within 28 days of the issue date of the fine. Objections will not be considered if received after this period has passed.
- 14.5. If the objection is denied, Clause 11.2 remains in force concerning the amount of fine to be paid.
- 14.6. Fine for submission of incorrect entries = £25.00
- 14.7. Fine for a competitor not withdrawing from event in accordance with the stated procedure = £20.00

## **15. DISPUTES**

- 15.1. Any dispute, for which the foregoing Conditions do not provide, shall be determined by the London Swimming Events Team.

## **16. BANK ACCOUNT FOR PAYMENT OF ENTRY FEES/COACH PASSES/FINES**

- 16.1. SORT CODE: 40-20-09
- 16.2. ACCOUNT NUMBER: 41469932
- 16.3. ACCOUNT NAME: ASA London
- 16.4. PAYMENT REFERENCE: [CLUB CODE] or [COMPETITOR SURNAME] + "LONOPN18"