***NORFOLK COUNTY CHAMPIONSHIPS AND AGE GROUP COMPETITIONS 2018***

***(Held under ASA Laws and Regulations and ASA Technical Rules of Racing)***

***Licence numbers TBC***

*Saturday 6th/ Sunday 7th January – All Events + SKINS – UEA Sportspark*

*Saturday 13th/ Sunday 14th January – All Events + Relays – UEA Sportspark*

*Saturday 20th January – Distance events – UEA Sportspark*

**Key Information**

* Closing date for all events is midday on Saturday 9th December 2017
* Age as at 31st December 2018
* Entry fee is £6 per event

**Rules and Conditions**

1. The Championships will be held under ASA Laws and Regulations, ASA Technical Rules of Racing and to ASA Open Meet Licensing Criteria.
2. Entrants must qualify in accordance with Rule 1 of the Championship Rules within Rules of Norfolk County ASA and must be registered with the ASA as a Cat 2 swimmer.
3. The Promoter is Liam Harvey on behalf of Norfolk County ASA. Email liam@norfolkswimming.org.uk for queries.
4. A Technical Director will be appointed as soon as entries open. The Technical Director will be a Referee who will then oversee all aspects of the Championships.
5. Events will be swum in accordance with the schedule.
6. The 800m/1500m sessions will be joint sessions with Suffolk County ASA. Swimmers from both counties will be seeded according to entry times for the events, however each county will make their own separate awards.
7. The entry fee is £6.00 per event.
8. Qualifying times for this competition are attached. Entry times must be on the ASA Rankings Database and from a Licensed Meet at levels 1-4. Long Course converted times are acceptable. The conversion accepted is that built into the Sportsystems software. Submitted times will be used for seeding purposes only. ENTRIES WITHOUT TIMES WILL NOT BE ACCEPTED. Swimmers whose ASA Membership Record shows a Disability Class or are in possession of a Certificate of Swimming Disability may enter without achieving the qualifying times stated for their age group. Times must have been achieved since 1 January 2017.
9. Swimmers whose ASA Membership shows a Disability Class or are in possession of a Certificate of Swimming Disability will also swim under IPC Swimming Rules.
10. Clubs must submit entries using Sportsystems Entry Manager submitting all entries to Liam Harvey by email by the closing date of 9th December 2017. Payment to be by BACS to the County Account or club cheque (1 per club). Clubs have two days grace after the closing date to make the payment. After that a charge of 5% of the entry fee due will be made and if payment is not made within one week the charge will be increased to 10%. Entries will not be accepted until the fee and charge, if due, is paid. Cheques must be sent to Hon. Treasurer, 9 Meadow View, Brundall, Norwich NR13 5RR and allow for postage times to meet the deadlines. Sportsystems entry file will be available on the County website [www.norfolkswimming.org.uk](http://www.norfolkswimming.org.uk).
11. A list of Received Entries will be published on the County’s website within one week of the closing date. Clubs will then have one week to report any errors. After that a list of Accepted Entries will be published on the website and no further alterations will be made. If payment is not made in accordance with condition 10 a club’s entries will not appear in the Accepted Entries list.
12. All heats will be seeded according to the submitted entry times (not by age). Results will be declared by the following age groups: 10/11yrs, 12yrs, 13yrs, 14yrs, 15yrs, 16yrs/ov, Championship and Junior Championship.
13. Finals will be held for the following age groups 10/11yrs, 12yrs, 13yrs, 14yrs, 15yrs, 16yrs/ov in the individual stroke events for 50m and 100m distances. The names of finalists and up to two reserves will be announced and published. Withdrawals must be made to the recorder within 30 minutes of the announcement. At the end of this period reserves may ask the recorder whether they are required for the final or can be stood down.
14. No finals will be held for the Championship or Junior Championship. Winners will be declared from the heats and any faster times achieved by swimmers in finals will be discounted.
15. Swimmers may only enter events of the appropriate age group as listed on the programme of events.
16. Competitors age as of 31st December 2018. A junior swimmer shall be a swimmer who has not attained their 17th birthday by 31st December 2018.
17. Medals will be awarded to the top 3 places in each age group. A perpetual trophy and gold medal will be presented to the first placed swimmer in the Championship events (Open and Junior) for each event.

|  |  |  |
| --- | --- | --- |
|  | **BOYS** | **GIRLS** |
| 10/11 Years | Sprint100’sFormDistanceIM | Best 50mBest 100mBest 200m form strokeBest 200m/400mBest 100m/200m IM | Sprint100’sFormDistanceIM | Best 50mBest 100mBest 200m form strokeBest 200m/400mBest 100m/200m IM |
| 12 Years | Sprint100’sFormDistanceIM | Best 50m Best 100mBest 200m form strokeBest 200m/400m/1500m freeBest 100m/200m/400m IM | Sprint100’sFormDistanceIM | Best 50m Best 100mBest 200m form strokeBest 200m/400m/800m freeBest 100m/200m/400m IM |
| 13 Years | Sprint100’sFormDistanceIM | Best 50mBest 100mBest 200m form strokeBest 200m/400m/1500m freeBest 100m/200m/400m IM | Sprint100’sFormDistanceIM | Best 50mBest 100mBest 200m form strokeBest 200m/400m/800m freeBest 100m/200m/400m IM |
| 14 Years | Sprint100’sFormDistanceIM | Best 50mBest 100mBest 200m form strokeBest 200m/400m/1500m freeBest 100m/200m/400m IM | Sprint100’sFormDistanceIM | Best 50mBest 100mBest 200m form strokeBest 200m/400m/800m freeBest 100m/200m/400m IM |
| 15 Years | Sprint100’sFormDistanceIM | Best 50mBest 100mBest 200m form strokeBest 200m/400m/1500m freeBest 100m/200m/400m IM | Sprint100’sFormDistanceIM | Best 50mBest 100mBest 200m form strokeBest 200m/400m/800m freeBest 100m/200m/400m IM |
| 16/over Years | Sprint100’sFormDistanceIM | Best 50mBest 100mBest 200m form strokeBest 200m/400m/1500m freeBest 100m/200m/400m IM | Sprint100’sFormDistanceIM | Best 50mBest 100mBest 200m form strokeBest 200m/400m/800m freeBest 100m/200m/400m IM |

1. Trophies will be presented to the top swimmer based on FINA points score in accordance with table below:
2. It is the responsibility of the club to advise the gala organisers if they have swimmers not swimming 45 minutes before the start of each session. Forms will be provided. This will prevent the gala running with empty lanes. Deviations from this condition may only be at the discretion of the Technical Director.
3. Any swimmer not present when required to swim shall incur a £5 penalty, unless the recorder had been notified, prior to the race, of medical grounds that prevented the swimmer taking part. After the championships the club, in whose name the competitor has entered the competition, will be invoiced for the fine and will have 28 days in which to make payment. Swimmers not present will be identified from the results where “DNC” is recorded. If payment is not made within 28 days the fine will be increased to £25 per DNC and no entries will be accepted from the club for County events until the fine is paid.
4. A warm up schedule will be placed poolside for all swimmers to follow. Please read this poster carefully and follow lane directions. Sprint lanes are one-way only starting from the diving end.
5. The last 3 heats of events with finals to be cyclically seeded, all other heats spearheaded.
6. Swimmers are requested to report to Marshals at least 1 event prior to their event. For the first event of each session they should report 10 minutes before it is scheduled to start.
7. Swimmers who do not give notice of intent to withdraw from final will be fined £25 and will not be allowed to swim in Championships until fine has been paid. Withdrawals after 30-minute deadline may only be made on medical grounds.
8. The 8 fastest swimmers plus 2 reserves, from all age groups in the 200m IM will automatically be entered into the Skins event. Condition 23 with also apply to this event except that the deadline is start of warm up for session 5. Information on how Skins events will run is appendix to these conditions.
9. All clubs entering this gala are entitled to a minimum of 2 poolside coaches/chaperones poolside. The county requests that clubs have sufficient coaches/chaperones on poolside to maintain a ratio of 1 per 10 swimmers in a session. Clubs are not permitted to have coaches/chaperones poolside in a session where the 1 per 10 ratio would be exceeded. Lunch will be provided for 2 coaches/chaperones per club.
10. Entries must have been completed correctly, submitted by the specified date and accepted by the promoter for entry to be valid. The promoter reserves the right to restrict number of entries by event and/or session in order to meet ASA Open Meet Licensing Criteria. This will be done by rejecting the slower swimmers first. Disability swimmers will not be rejected.
11. The promoter reserves the right to refuse admission to any competitor, coach or spectator. Anything not covered in the above rules will be at the discretion of the Technical Director and Promoter, who also reserves the right to make any changes that may be considered necessary for the smooth, effective and safe running of the meet.
12. Awards will be available for collection approximately 15 minutes after the event has finished.
13. All participants must observe the safety precautions in operation at the pool. Norfolk County ASA is not responsible for any loss, damage or injury occurring during this meet.
14. Norfolk County ASA uses computers to manage entries and results. By submitting entries, consent is hereby given, as required under the Data Protection Act 1998, to the holding of personal information on a computer. Personal Data, including name, age, and submitted and recorded times, will be made public before and during the Championships.
15. The Promoter reserves the right to decide on any point not covered by these conditions and to make any changes necessary for the smooth running of the gala. Any changes will be agreed with the Technical Director and be within ASA Laws and Regulations, ASA Technical Rules of Racing and ASA Open Meet Licensing Criteria.

**Appendix – Skins Event**

The names of the fastest eight swimmers, and a maximum of two reserves, will be announced after the completion of the 200m IM heats when results are confirmed. In the event of a swim off this will take place at the end of the heats. Swimmers, and reserves, not intending to compete in the "Skins" event must advise the recorders before the start of warm up for session four.

1. Allocation of lanes for the first round of the Skins event will be based on the spearhead principle according to times achieved in 200m IM heats swum. Swimmers will remain in the same lane for all except final round of the event. In the final round, the fastest remaining qualifier will swim in Lane 4 with the other swimmer in lane 5.
2. The Skins event will normally consist of seven rounds of 50m swims.
3. Prior to start of each Skins event eight items, two of each colour, will be placed in a bag; each colour will represent a stroke, butterfly/backstroke/breaststroke/freestyle. The stroke to be swum will be determined by drawing a coloured item prior to start of each round. Stroke drawn will be announced as soon as drawn and again immediately following whistle prior to each round. Drawn item will not go back in to the bag. First draw will be made by Technical Director. Remaining draws will be made by eliminated swimmer.
4. The start of round 1 will be as normal. Starter will give the command "take your marks" followed by starting signal. For subsequent rounds starter will give swimmers a 10 second warning of start signal. There will be no other command. It is the responsibility of swimmers to be at start position on time.
5. The starting signal will be given every three minutes. For this Competition there will be a round for Males which will be followed by a round for Females (i.e. there will be a start every 1.5 minutes).
6. Disqualified swimmers will automatically be eliminated and will take no further part in the event. The swimmer who finishes last in a round will take no further part in the event.
7. Should there be an equal last place in a round no swimmer will be eliminated in that round but in the following round the number of swimmers to be eliminated shall be such that the number of swimmers in the next round is equal to the number that should be remaining in the ordinary course of events.
8. In the last round if there is an equal first place the 2 swimmers shall swim again after an interval of 3 minutes.
9. The winner of the event will receive a gold medal and a cash prize of £50, The runner up will receive a silver medal and a cash prize of £30 with the third-place swimmer receiving a bronze medal and a cash prize of £10.
10. Times achieved in the Skins events are not eligible for inclusion on the Rankings Database.

**Entry Procedure**

All entries from a club shall be consolidated and submitted electronically. ONE electronic payment or cheque shall be made as a consolidated payment of all the entries. Download and install the SPORTSYSTEMS Entry Manager V2.0 from [www.sportsys.co.uk](http://www.sportsys.co.uk).

1. Only files exported from Sportsystems Entry Manager will be accepted. Files generated by other software or systems will not be accepted.
2. Full instructions can be found within the program under Help and a quick start video is also available on the SPORTSYSTEM website. Times retrieved from British Swimming (BS) rankings that do not satisfy the qualification time will be flagged with a yellow ‘N’ swim button. Times which satisfy the qualification time are shown with a green ‘Y’ swim button.
3. Clubs entering Swimmers whose ASA Membership Record shows a Disability Class or are in possession of a Certificate of Swimming Disability should identify correct S, SB & SM sport class in drop-down boxes. For an event to be entered, swim button must be green ‘Y’. Any events flagged yellow ‘N’ from times retrieved from BS rankings will require swim button clicked until it changes to green ’Y’ and entry time shows ‘YES’. Entry Administrator will convert ‘YES’ entry times to times in BS Rankings. Detail times you believe meet requirements in e mail submitting entry. Note: if, after saving swimmers entry, entry is reopened for editing, you must ensure events entered have swim button set to ‘Y’ again before saving. Entry times for all individual events must only be taken from British Swimming rankings on or before closing date and shall have been achieved in meets, licensed at Level 1, 2, 3 or 4 by the ASA, from 1 January 2017. Subsequent improved times will not be accepted. The best short course time will be populated - includes conversion of long course times to short course times using only British Swimming Equivalent Performance tables built into Entry Manager. Split times, either intermediate distance or first leg of a relay race are not acceptable for entry.
4. Use report feature to calculate total cost of entries. Payment should NOT be different than this calculated amount. After completing entries, generate export file as described in help section and attach to an e-mail. Your e-mail will be acknowledged.
5. The closing date for receipt of entries and payments is midnight on 9th December 2017. Please refer to conditions 10 and 11 for the impact of late entry or non-payment of entry fees.

|  |
| --- |
| **Weekend 1 – 6th & 7th January 2018** |
| ***Day 1*** | ***Day 2*** |
| ***Session 1 – WU 8:30am*** | ***Session 2 – WU TBA*** | ***Session 3 – WU 8:30am*** | ***Session 4 – WU TBA*** |
| Boys | 200m Free | Girls | 200m Free | Girls | 400m Free | Girls | 400m Medley |
| Girls | 100m Back | Boys | 100m Back | Boys | 100m Fly | Boys | 50m Fly |
| Boys | 50m Breast | Girls | 50m Breast | Girls | 100m Free | Girls | 100m Fly |
| Girls | 200m Fly | Boys | 200m Fly | Boys | 200m Breast | Boys | 200m Back |
| Boys | 200m Medley | Girls | 200m Medley |  |  |  |  |
| **Finals** | **Finals** | **Finals** | **Finals** |
| Girls | 100m Back | Boys | 100m Back | Girls | 100m Free | Girls | 100m Fly |
| Boys | 50m Breast | Girls | 50m Breast | Boys | 100m Fly | Boys | 50m Fly |
|  |  |  |  |  |  | Girls | SKINS |
|  |  |  |  |  |  | Boys | SKINS |

|  |
| --- |
| **Weekend 2 – 13th & 14th January 2018** |
| ***Day 3*** | ***Day 4*** |
| ***Session 5 – WU 8:30am*** | ***Session 6 – WU TBA*** | ***Session 7 – WU 8:30am*** | ***Session 8 – WU TBA*** |
| Boys | 400m Free | Boys | 400m Medley | Boys | 50m Back | Relay Gala |
| Girls | 50m Back | Girls | 50m Free | Girls | 50m Fly |
| Boys | 100m Free | Boys | 100m Breast | Boys | 50m Free |
| Girls | 200m Breast | Girls | 200m Back | Girls | 100m Breast |
|  |  |  |  |  |  |
| **Finals** | **Finals** | **Finals** |
| Boys | 100m Free | Boys | 100m Breast | Boys | 50m Back |
| Girls | 50m Back | Girls | 50m Free | Girls | 50m Fly |
|  |  |  |  | Boys | 50m Free |
|  |  |  |  | Girls | 100m Breast |

|  |
| --- |
|  |
| ***Weekend 3 – 20th January 2018*** |
| ***Day 5 – Session 9 – WU TBA*** |
| Women’s | 800m Free |
| Men’s | 1500m Free |

****

**NORFOLK COUNTY CHAMPIONSHIPS AND AGE GROUP COMPETITIONS 2018 (Long Course)**

QUALIFYING TIMES 2018 – AGE AT 31st DEC 2018

*Boys Short Course QT*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| EVENT | **10 & 11** | **12** | **13** | **14** | **15** | **16/OV** |
| 50m | Freestyle | 42.48 | 37.59 | 35.48 | 33.24 | 31.98 | 29.2 |
| 100m | Freestyle | 01:38.2 | 01:24.7 | 01:15.5 | 01:10.8 | 01:08.8 | 01:04.8 |
| 200m | Freestyle | 03:25.0 | 02:52.6 | 02:45.2 | 02:36.5 | 02:34.4 | 2.19.5 |
| 400m | Freestyle | 06:57.8 | 06:30.3 | 05:52.6 | 05:45.0 | 05:31.7 | 4.55.5 |
| 1500m | Freestyle |  | 24:00.00 | 23:00.00 | 22:00.00 | 21:00.00 | 20:00.00 |
| 50m | Breaststroke | 50.2 | 49.2 | 48.3 | 46.87 | 41.18 | 38.5 |
| 100m | Breaststroke | 01:59.5 | 01:52.7 | 01.45.5 | 01:39.2 | 01:32.6 | 01:22.5 |
| 200m | Breaststroke | 04:32.5 | 03:48.2 | 03:41.2 | 03:35.6 | 03:29.7 | 2.54.1 |
| 50m | Butterfly | 57.81 | 50.23 | 43.85 | 38.92 | 35.81 | 31.36 |
| 100m | Butterfly | 01:48.0 | 01:42.3 | 01:37.2 | 01:33.1 | 01:25.7 | 01:10.5 |
| 200m | Butterfly | 03:51.2 | 03:45.2 | 03:30.5 | 03:25.0 | 03:19.4 | 02:51.8 |
| 50m | Backstroke | 49.08 | 44.15 | 42.13 | 38.15 | 37.98 | 35.16 |
| 100m | Backstroke | 01:42.9 | 01:37.1 | 01:33.5 | 01:27.6 | 01:17.9 | 01:12.3 |
| 200m | Backstroke | 03:52.3 | 03:35.5 | 03:04.4 | 03:00.0 | 02:53.1 | 2.29.1 |
| 200m | IM | 03:56.5 | 03:30.7 | 03:04.6 | 03:00.0 | 02:52.0 | 2.33.6 |
| 400m | IM |  | 06:38.2 | 06:35.5 | 06:20.3 | 05:45.5 | 05:23.6 |

*Girls Short Course QT*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| EVENT | **10 & 11** | **12** | **13** | **14** | **15** | **16/OV** |
| 50m | Freestyle | 42.58 | 39.95 | 37.21 | 34.98 | 32.98 | 30.84 |
| 100m | Freestyle | 01:40.6 | 1.25.7 | 01:16.5 | 01:13.5 | 01:09.7 | 1.05.0 |
| 200m | Freestyle | 03:27.5 | 02:52.6 | 02:45.2 | 02:39.5 | 02:34.4 | 2.21.7 |
| 400m | Freestyle | 08:00.0 | 06:30.0 | 05:40.3 | 05:30.2 | 05:25.0 | 05:00.4 |
| 800m | Freestyle |  | 12:28.7 | 11:45.5 | 10:51.3 | 10:34.4 | 10:30.9 |
| 50m | Breaststroke | 55.99 | 52.58 | 47.71 | 44.43 | 43.54 | 40.87 |
| 100m | Breaststroke | 2.01.00 | 01:52.8 | 01:37.2 | 01:33.1 | 01:31.7 | 01:25.2 |
| 200m | Breaststroke | 04:20.6 | 03:50.0 | 03:27.5 | 03:16.4 | 03:13.4 | 3.05.6 |
| 50m | Butterfly | 57.81 | 50.23 | 45.86 | 38.92 | 35.98 | 32.81 |
| 100m | Butterfly | 01:50.3 | 01:41.9 | 01:37.8 | 01:32.7 | 01:22.3 | 01:17.6 |
| 200m | Butterfly | 03:51.7 | 03:45.0 | 03:40.7 | 03:29.5 | 03:19.4 | 02:51.8 |
| 50m | Backstroke | 49.08 | 45.08 | 42.13 | 39.94 | 37.98 | 35.95 |
| 100m | Backstroke | 01:40.5 | 01:35.6 | 01:24.8 | 01.20.3 | 01:19.4 | 01:16.9 |
| 200m | Backstroke | 03:52.3 | 03:35.5 | 03:04.4 | 03:00.0 | 02:53.1 | 02:38.2 |
| 200m | Medley | 03:57.1 | 03:30.7 | 03:04.6 | 03:00.0 | 02:52.0 | 02:45.2 |
| 400m | Medley |  | 7.20.00 | 06:53.5 | 06:13.1 | 5.50.00 | 05:39.0 |

* Entry times must be on the ASA Rankings Database and from a Licensed Meet at levels 1-4. Long Course converted times are acceptable. The conversion accepted is that built into the Sportsystems software.
* Times must have been achieved since 1st January 2017 and the closing date.