

Norwich Swan Swimming Club

Affiliated to Swim England East Region and Norfolk County ASA
www.norwichswansc.co.uk

Norwich Swan Development Gala

Held under Swim England Laws and Regulations, the Swim England Technical Rules of Swimming
and to the Swim England Open Meet Licensing Criteria
Level 4 Licence 4ERxxxxxx

Saturday 22nd October 2022
Sportspark UEA, Norwich NR4 7TJ

Meet Rules and Information

- The competition is a Level 4 Licensed meet held under Swim England Regulations, Swim England Technical Rules of Swimming and these conditions.
- The Promoter is Abby Chapman on behalf of Norwich Swan Swimming Club.
- In the conditions below Norwich Swan Swimming Club is referred to as NSSC. The Club website refers to the NSSC web page where any information relevant to this meet will be published. All meet correspondence should be directed to admin@norwichswansc.co.uk

Entries

- Entrants must be Swim England registered Category 1 or 2 members, belong to an affiliated club and enter in the name of one club only.
- A maximum of 7 clubs will be invited to compete alongside the host club. There will be no more than 8 clubs in total.
- Entries with No Times (NT) will be accepted.
- Times converted using the Sportsystems converter will be accepted.
- Age as at Saturday 22nd October 2022
- Age groups for boys and girls are 8yrs, 9yrs, 10yrs, 11yrs, 12yrs and 13yrs&over
- Entry fee for each event is £4.00
- Swimmers must be slower than the published SC cut off times to be eligible to enter.
- Events are 50m and 100m on all four strokes.
- Swimmers may only swim ONE distance per stroke, age restrictions apply to the 100m events.
- All entries of 5 or more swimmers must be made electronically. A Sports Systems entry file will be available on the club website. There will be an administration charge of £25 for group entries not submitted electronically.

- Submitted entries and full payment shall reach the entry administrator by midnight on 22nd September 2022. Late entries or those for which payment has not been received by the closing date will be rejected. Incorrect entries may be rejected at the Promoter's discretion.
- Where possible payments should be made by BACS. Sort Code: 54-21-06 Account Number: 20599234. Ref: SwanDM22.
- Submission of the electronic file will be regarded as full acceptance and agreement to all the promoter's conditions.
- The list of accepted and rejected entries will be published on the NSSC website one week after the closing date. It is the responsibility of the competing club to notify NSSC within seven days of any error or omissions. A corrected list will be published at the end of this 7 day period. No refunds will be given after this date.
- The promoter reserves the right to reject entries to ensure the gala meets the Swim England Open Meet Licensing Criteria. This will be done on a first come first served basis.
- The Data Protection Act 2018 requires us to provide you with certain information and to obtain your consent before processing data about you. Processing includes: obtaining, recording, holding, disclosing, destruction or retaining information. We require certain personal data for the purposes of making entries to the competition, managing the meet and the submission of results to Rankings. The information provided by you will be processed in accordance with the Data Protection Act 2018. Consent to process such personal data is deemed to have been given by the submission of the entry. Where the personal data of competitors, officials and coaches/team managers has been passed to us by a third party such as a club rather than by the individuals themselves, we rely on the third party to ensure that consent has been obtained.

Access to poolside

- No club officials or swimmers will be allowed poolside more than 30 minutes before the start of the warm up.
- Access to the changing room is not restricted to swimmers only. The other half of the pool is open to the public.
- Access to the competition end of the pool is restricted to competitors for the session, club officials, technical officials and appointed volunteers.
- All persons attending pool side with the clubs must be Swim England members and DBS checked.
- All swimmers under the age of 16 must be under the supervision of their club during warm up, during the competition and in the vicinity of the pool.
- Swimmers must wear suitable clothes and footwear poolside. Swimmers not wearing tops and footwear will not be allowed dry-side or in the viewing balcony.
- 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. Should you have any concerns about photography or filming please bring them to the attention of the promoter. Participants and spectators are requested to follow the Swim England guidelines for photography and use of photographs on social media. The Swim England Child Safeguarding Policy and Procedures, Wavepower 2020-23 Section 2 provides guidance on the use of social networking (page 92-95) and guidance on photography (page 86-88).
<https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/> . Both sets of

guidance apply if social media platforms are being used to share images or recordings either after the meet or during live streaming of the event.

- No photography is permitted in changing rooms. Any person found to be contravening this condition will be required to leave the competition and venue without refund.

Warm up

- The time allocated for warm up at the start of the gala may be extended to prevent overcrowding in the pool. This may lead to the start time being changed.
- Warm up marshals will control the warm up lane session and their instructions must be adhered to at all times.
- All swimmers must follow the announced and posted warm up procedures made available on the day of the meet.
- Coaches will be responsible for their swimmers during warm up.

Awards & Results

- Results will be heat declared winners. There will be no age group finals.
- Medals will be presented to 1st, 2nd and 3rd placed swimmers in each age group.
- Results will be posted on the club website and will be supplied to British Swimming for entry into the national ranking database.

On the Day

- Swimmer declaration forms must be completed before the start of the session and must be submitted to the recorder at least 20 minutes before the end of each warm up session. Club officials must not declare swimmers who are not present.
- Withdrawals after this deadline may only be made on medical grounds. Once a swimmer has been withdrawn on medical grounds they may not swim for the rest of the evening.
- Heats will be swum as mixed age groups and will be seeded by entry time. Swimmers without entry times will be seeded randomly in the earliest heats.
- Swimmers must report to the marshalling area one event prior to their own. Any swimmer not reporting in time may be excluded from the event.
- The length of the pool is 25m, 8 lanes with anti-wave lane ropes and electronic timing, a secondary starting strobe will be available at this meet.
- Over the top starts may be used at the referee's discretion.
- It is the responsibility of the competitors and club officials to ensure that the diving blocks are only used if the swimmers are competent to dive at least to the standard of the Swim England competitive start award
- Starts in the water are allowed but swimmers must notify the Referee of their intention to do so (other than backstroke)
- Swimmers are requested to remain in their designated lane until the race has finished and they are asked to leave the pool by the Referee. Swimmers must leave the pool by the side of the pool.

General Conditions

- Neither the promoter nor NSSC will be responsible for any loss or damage occurring during this meet
- The safety of swimmers, officials, spectators and others is paramount at all times. Everyone attending this meet must familiarise themselves with the location of the emergency exits which must be kept clear at all times. Everyone is asked to observe all normal precautions in the pool area, whilst moving around and to listen to the safety announcements which will be made prior to the start of each session
- The Promoter and Pool Management reserve the right to refuse admission to any person whose behaviour is considered unsafe to themselves or to others or is against the pool rules, these conditions or the efficient running of the meet.
- Any matter not covered by these conditions will be determined by the Promoter and Referee, subject to Swim England Regulations and Technical Rules of Racing.