



# West Norfolk Swimming Club

(Affiliated to Norfolk County ASA & ASA East Region)

## Level 4 - Mini Meet Series 2016-17

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

To be held at

### Alive St James Pool Blackfriars Street, King's Lynn On

Round 1 – 4th June 2016 Licence No. 4ER160956

Round 2 – 22nd October 2016 Licence No 4ER160957

Round 3 – 3rd December 2016 Licence No 4ER160958

Round 4 – 7th January 2017 Licence No 4ER170001

**Warm Up est. 5.40pm for each gala.**

6 Lane 25m pool with Electronic Timing

Round 1 – 4 <sup>th</sup> June 2016		Round 2 – 22 <sup>nd</sup> October 2016	
Girls	Boys	Boys	Girls
100m IM (9yrs) (Ev1)	200m Free (9-13yrs) (Ev2)	100m IM (9yrs) (Ev8)	200m Free (9-13yrs) (Ev9)
50m Free (9-13) (Ev3)	50m Fly (9-13) (Ev4)	50m Free (9-13) (Ev10)	50m Fly (9-13) (Ev11)
50m Breast (9-13) (Ev5)	50m Back (9-13) (Ev6)	50m Breast (9-13) (Ev12)	50m Back (9-13) (Ev13)
200 IM (10-13yrs) (Ev7)		200m IM (10-13yrs) (Ev14)	
Round 3 – 3 <sup>rd</sup> December 2016		Round 4 – 7 <sup>th</sup> January 2017	
Girls	Boys	Boys	Girls
100m IM (9yrs) (Ev1)	200m Free (9-13yrs) (Ev2)	100m IM (9yrs) (Ev8)	200m Free (9-13yrs) (Ev9)
50m Free (9-13) (Ev3)	50m Fly (9-13) (Ev4)	50m Free (9-13) (Ev10)	50m Fly (9-13) (Ev11)
50m Breast (9-13) (Ev5)	50m Back (9-13) (Ev6)	50m Breast (9-13) (Ev12)	50m Back (9-13) (Ev13)
200 IM (10-13yrs) (Ev7)		200m IM (10-13yrs) (Ev14)	

**Age Groups: 9, 10, 11, 12 and 13 years (Age at 7<sup>th</sup> January 2017)**

**Closing Date 12:00 noon Friday 6<sup>th</sup> May 2016**

# West Norfolk Swimming Club - Mini Meet Series 2016-17

## Meet Rules and Information

This Competition is licensed as a Level 4 meet by the ASA and will be held under *ASA Laws and Regulations, ASA Technical Rules of Racing and to ASA Open Meet Licensing Criteria*

1. Licensing at Level 4 allows for entry into events at County Championships and all results will be recorded in the ASA National Ranking database
2. The Mini Meet series comprises four individual gala sessions, comprising of time-trials for 9-13 year olds with a points based award system.
3. The aim of the Mini Meet series is to give young swimmers added incentive to attend training sessions and to provide the ideal environment to gain valuable experience of Open Meet's on a small scale and to give the coaches an opportunity to assess the progress of their swimmers.
4. Competitors' ages shall be as at **7<sup>th</sup> January 2017 (the date of the final round)**
5. Swimmers aged 8 may enter only if aged 9 by the final date of the series (**7<sup>th</sup> January 2017**). All swimmers must be ASA Category 1 or 2 members.
6. Swimmers who have achieved a time of 3:00.00 or faster for 200IM by the closing date may not enter (male or female). It is felt that once the swimmer reaches this standard the Mini Meets are no longer appropriate for the swimmer's development.
7. The final closing date is 12 noon on Friday 6th May 2016.
8. The series will also provide swimmers with results based on a lowest cumulative time basis. (Points system to be confirmed before start of event).
9. Swimmers **must enter all four rounds regardless of actual attendance and are expected to swim all three races in each round** unless otherwise advised by their coach.
10. All events will be swum as mixed age groups and seeded on submitted times. All heats will be spearheaded.
11. Subsequent rounds will have entry times updated from the Mini Meet series only.
12. The swimmer entry fee shall be £40, which covers ALL four rounds. Refunds are not available.
13. The promoter will invite a maximum of 7 other clubs to take part in the series.
14. Individual entries from visiting clubs shall be made on the official entry form. If required confirmation of electronic entry format should be agreed with the Promotor prior to submission. Cheque payable to the West Norfolk Swimming Club or payment by BACS (account details on request if you wish to pay by BACS please [email treasurer@westnorfolksc.co.uk](mailto:email_treasurer@westnorfolksc.co.uk) for further details.
15. As this is licenced meet clubs are asked to assist with the provision of suitably qualified officials. Refreshments will be provided during the sessions. Parents are encouraged to develop skills as trainee officials and helpers in running the series.
16. Each visiting club is requested **to provide two qualified officials for every round**. If it will not be possible to meet this request, it is essential that this is made clear when returning entries.
17. Please provide contact details for your official's secretary when returning entries. Alternatively email West Norfolk Officials Secretary at [liaison@westnorfolksc.co.uk](mailto:liaison@westnorfolksc.co.uk).
18. This is a first come first served meet. If the number of swims from invited clubs exceeds the number that can be accommodated in Round 1, the promoter reserves the right to limit entries. The slowest competitors will be rejected to bring the number of swims down to the number that can be accommodated..
19. The list of accepted and rejected entries will be published / available for download on the club website [www.westnorfolksc.co.uk](http://www.westnorfolksc.co.uk) approximately two weeks prior to the competition. It is the competing club/swimmer's responsibility to check this list for accuracy and advise immediately of any mistakes or changes that are required.
20. No on the day entries will be accepted.
21. The pool length is 25 metres, 6 lanes with anti-wave ropes and electronic timing.
22. Competitors must report to the marshalling area in a timely manner, normally one event in advance of their own, where they will be given their start order. Any swimmer not reporting may be deemed to have withdrawn from that event
23. Results sheets will be displayed during each round. Within 24hours of the end of each round the results will be available on the West Norfolk Swimming Club website [www.westnorfolksc.co.uk](http://www.westnorfolksc.co.uk)

24. The following awards will be presented at the end of the Round 4:
  - Top points scoring swimmer overall - Female
  - Top points scoring swimmer overall - Male
  - Top 6, boys and girls in each event and age group for 9, 10, 11, 12 and 13 years based on highest points score in each event.
25. Team Managers/Coaches will be allowed on poolside if wearing a pre-purchased pass. Passes can be requested with the entry forms and will be £15 each total, this will cover all 4 sessions. Coaches and Team Managers must be club trained personnel and clubs are asked to maintain a ratio of 1:10
26. The Referee reserves the right in the interests of time to operate 'OVER THE TOP' starts, with the exception of Back Stroke
27. Coaches to submit withdrawal forms prior to each session warm-up. Please collect these on arrival at the individual meet sessions
28. The promoters reserve the right to refuse admission to any competitor or spectator.
29. The promoters do not accept responsibility for any individuals property. Designated areas for bag storage will be identified on the day. No bags will be allowed on poolside.
30. West Norfolk SC uses a computer to manage entries and results. 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 on computer. Personal data handled (name, club, recorded/entered times) may be made public during or after the meet.
31. Individual event programmes will be available for each session
32. Closing date for entries is **Noon on Friday 6<sup>th</sup> May 2016.**
33. All persons wishing to use photographic equipment - including mobile phones with image capturing facility - must register at the entrance desk. **No photographs are permitted poolside.**
34. Please help to maintain a high standard of health and safety by not blocking emergency exits and walkways with bags and report any issues immediately to a member of the pool staff or to the Open Meet Promoter.
35. Warm up protocol: Strictly no diving during any warm-up sessions, except in the designated sprint lanes, odd lanes will swim clockwise (1, 3, 5) even lanes (2, 4, 6) will swim counter clockwise. All swimmers must leave the water by the side of the pool and not over the timing pads. Coaches should manage the lanes their swimmers are using during the warm up sessions. Guidance will be given by the meet announcer.
36. Subject to entry numbers Spectator Tickets may be issued to each participating club pro-rata based on swimmer numbers
37. Shoes must not be worn in the changing room area, overshoes may be provided for spectator entry to poolside
38. Any situation not covered by the above will be at the discretion of the promoters, who also reserve the right to make any changes that may be considered necessary for the smooth running and discipline of the event.

# West Norfolk Swimming Club - Mini Meet Series 2016-17

Round 1 – 4th June 2016 Licence No. 4ER160956, Round 2 – 22nd October 2016 Licence No 4ER160957  
 Round 3 – 3rd December 2016 Licence No 4ER160958, Round 4 – 7th January 2017 Licence No 4ER170001

## Individual Entry Form

**AGE ON 7<sup>th</sup> JANUARY 2017**

Forename .....Surname ..... Male/Female

D.O.B ..... Age on 7<sup>th</sup> January 2017 ..... Club .....

ASA Number .....

Address .....

Post Code ..... Phone .....

GIRLS EVENTS	ENTRY TIME
<b>SESSIONS 1 &amp; 3 ONLY</b>	
1	100M I/M (9 year olds only)
3	50M FREESTYLE (9 – 13 year olds)
5	50M BREASTROKE (9 – 13 year olds)
7	200M I/M (10 - 13 year olds only)
<b>SESSION 2 &amp; 4 ONLY</b>	
9	200 FREESTYLE (9 – 13 year olds)
11	50M FLY (9 – 13 year olds)
13	50M BACK (9 – 13 year olds)
<b>TOTAL PAYMENT (for all 4 sessions)</b>	
<b>£ 40:00</b>	

BOYS EVENTS	ENTRY TIME
<b>SESSIONS 1 &amp; 3 ONLY</b>	
2	200 FREESTYLE (9 – 13 year olds)
4	50M FLY (9 – 13 year olds)
6	50M BACK (9 – 13 year olds)
<b>SESSION 2 &amp; 4 ONLY</b>	
8	100M I/M (9 year olds only)
10	50M FREESTYLE (9 – 13 year olds)
12	50M BREASTROKE (9 – 13 year olds)
14	200M I/M (10 - 13 year olds only)
<b>TOTAL PAYMENT (for all 4 sessions)</b>	
<b>£ 40:00</b>	

Please fill in form correctly with current times, otherwise entry may not be accepted.

The slowest competitors **may** be rejected if the meet is over subscribed

**RETURN ENTRIES BY CLOSING DATE (NOON FRIDAY 6<sup>th</sup> MAY 2016)**

To:-Mrs Lois Addis, 14 Lewis Drive, St Germans, Kings Lynn, PE34 3FB

Tel: 07906 603277

Cheques payable to - **West Norfolk Swimming Club**

Electronic entry files to be submitted to – [lois.addis@westnorfolksc.co.uk](mailto:lois.addis@westnorfolksc.co.uk)

I hereby declare that the above particulars are correct and that I am an eligible competitor in accordance with the laws of the ASA and will abide by the conditions laid down by the promoters for this competition.

Signature of Competitor ..... Date.....

I certify that the above information is correct ..... Club Official

# West Norfolk Swimming Club - Mini Meet Series 2016 - 17

## Officials Request Form

The minimum qualification for this event shall be - JL1 in active training with a pass in the Time Keeper Assessment:

<b>Full Name:</b>				
<b>Qualification</b> <i>(tick box applicable):</i>	JL1	JL2	JL2S	Ref
<b>ASA Number</b>				
<b>Date Licence Valid To:</b> <i>(if applicable)</i>				
<b>Sessions Available:</b>	4 <sup>th</sup> June 16		22 <sup>nd</sup> Oct 16	
	3 <sup>rd</sup> Dec 16		7 <sup>th</sup> Jan 17	
<b>Mobile No:</b>				
<b>Email Address:</b>				
<b>Club:</b>				

Please email completed form to Christine Sykes [liaison@westnorfolksc.co.uk](mailto:liaison@westnorfolksc.co.uk)

or return the form with your entry form via your club entry.

Thank you

## West Norfolk Swimming Club - Mini Meet Series 2016 - 17

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### Summary of Club Entry

Club Name: .....

Club Contact Name & Address: .....

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Contact e-mail: .....

Contact phone:.....

Number of Individual Entry Forms enclosed:

Total of Entry Fees enclosed (£40 Total for Series):                 £ .....

Number of Coaches' Passes required:

Fee for Coaches' Passes to cover all 4 sessions (£15 each): £ .....

Total amount enclosed:   £ .....

The slowest competitors may be rejected if the meet is over subscribed

(Cheques payable to West Norfolk Swimming Club)

Completed entry forms & cheque should be sent to:

Mrs Lois Addis,  
14 Lewis Drive,  
St Germans,  
Kings Lynn, PE34 3FB

**Closing Date for Entries: Noon Friday 6<sup>th</sup> May 2016**