



COCA Winter Splash - Level 3 (Licence Number 3SE172098)

16th & 17th December 2017

Promoter's Conditions and Competition Rules

The COCA Winter Splash is a meet promoted by Chalfont Otters swimming club in partnership with Chesham and Amersham swimming clubs.

The meet is affiliated to ASA South East Region and will be held under ASA laws and ASA technical rules together with the conditions and rules described herein ("Conditions").

PROGRAMME OF EVENTS

Saturday 16 th December			
Session 1 (Warm up: 11:30am; Start: 12:30pm)		Session 2 (Warm up: 3:30pm*; Start: 4:30pm*)	
Event 1	Boys 400m IM	Event 9	Boys 400m Freestyle
Event 2	Girls 200m Freestyle	Event 10	Girls 200m Butterfly
Event 3	Boys 50m Butterfly	Event 11	Boys 50m Freestyle
Event 4	Girls 100m Butterfly	Event 12	Girls 100m Freestyle
Event 5	Boys 200m Backstroke	Event 13	Boys 200m Breaststroke
Event 6	Girls 50m Breaststroke	Event 14	Girls 50m Backstroke
Event 7	Boys 100m Breaststroke	Event 15	Boys 100m Backstroke
Event 8	Girls 100m IM	Event 16	Girls 200m IM
Sunday 17 th December			
Session 3 (Warm up: 10:30am; Start: 11:30am)		Session 4 (Warm up: 2:30pm*; Start: 3:30pm*)	
Event 17	Girls 400m IM	Event 25	Girls 400m Freestyle
Event 18	Boys 200m Freestyle	Event 26	Boys 200m Butterfly
Event 19	Girls 50m Butterfly	Event 27	Girls 50m Freestyle
Event 20	Boys 100m Butterfly	Event 28	Boys 100m Freestyle
Event 21	Girls 200m Backstroke	Event 29	Girls 200m Breaststroke
Event 22	Boys 50m Breaststroke	Event 30	Boys 50m Backstroke
Event 23	Girls 100m Breaststroke	Event 31	Girls 100m Backstroke
Event 24	Boys 100m IM	Event 32	Boys 200m IM

Registration will take place during the hour prior to the warm up for each session.

*The timings for sessions 2 and 4 are estimates and will be reviewed once swimmer applications have been processed.



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VENUE

This gala will take place at **The Magnet Leisure Centre, Holmanleaze, Maidenhead SL6 8AW** ("the Magnet") which offers an eight lane 25m pool with full electronic timing (AOE) and anti-turbulence lane ropes.

AGE GROUPS

Age groups are 9, 10, 11, 12, 13, 14, 15, 16+.

Ages are determined by the swimmer's age on 17th December 2017.

Minimum age for entries is 9 years.

EVENTS

50m/100m/200m all strokes plus 400m Freestyle and 100m/200m/400m IM.

All events are open to all age groups with the exception of the 400m events which are not open to 9 year olds.

Heats will be run with all ages seeded together based on entry times and the slowest swimmers first. The final heat will be spearheaded.

The Promoter reserves the right to amend the programme of events after consultation with the participating clubs and the officials to ensure the smooth running of the meet.

CHARGES

Entry Fees: £6.00 per event (to include the regional levy per event)

Spectator Entry: £4.00 for each session, or £6.00 for two sessions (on the same day)

Programmes: included with entry

Coach Passes: £25 per pass to include access poolside, meals and refreshments.

REGISTRATION

Swimmers must register prior to each session or they will be removed from the heat lists and not allowed to compete in the events during the session. Registration will start 1 hour before the warm up and close at the start of the warm-up for each session. Any swimmer not signed in by this time will be withdrawn from that session and no money will be refunded.

When called for an event, swimmers must report to the competition stewards to be allocated a heat and lane number. It is the responsibility of the individual to report to the stewarding area in sufficient time for each event.

The Promoters will not be held responsible for a swimmer missing the start of their particular heat.

Starts will be "over the top" where possible to ensure that the events run to time in each session.

WARM UP

The pool will be available for warm up at the start of each session. Timings given in the programme of events are indicative and will be confirmed in the meet programme.



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Swimmers should swim in the direction indicated by the lane direction cards during warm up or as directed by the announcer. Sprint lanes will be announced.

AWARDS

Awards will be made to the top three placed swimmers in each age group.

Presentations will not be made. Awards should be collected from the awards table.

ENTRIES

Entries for the meet will be accepted on a first come, first served basis; therefore the entries received soonest by the organisers will be given priority. The **Closing Date** for entries is **Sunday 26th November 2017, or sooner if the meet becomes full**. Once closed, no further entries can be accepted.

Club entries must be made in an electronic format using the Hytek Meet Manager software format. The entry file set will be available for download via <http://www.chalfontotters.org.uk> under the "MEETS" section. Manual entries will be accepted for individuals.

All clubs must return a completed and signed entry summary form by post. Entries will only be entered into our systems and processed once the entry form and any fees due have been received and cleared.

Correct fees for entries, plus coach passes should be paid by cheque, made payable to **Chalfont Otters Swimming Club**. One combined cheque per club please.

The Promoter reserves the right to restrict entries in order to meet allocated pool time or on health and safety grounds. Any entry not accepted will be refunded in full; no other monies will be refunded. Funds for any entries not accepted will be available for collection from the registration desk or sent direct to the swimmer's club.

Entries must fall within the qualifying times and must include date of birth and ASA registration number details. The names and club for each swimmer must be the same as that registered with the ASA.

Details of accepted entries will be posted on the Chalfont Otters web site under the "Meets" section as soon as possible after the closing date.

Time trials may be run at the promoter's discretion on the day. Details will be available at the registration.

The submission of entries will indicate acceptance of these Conditions. Any circumstances not addressed in the competition rules will be dealt with in accordance with the laws of the sport and at the discretion of the Promoter.



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OFFICIALS

All clubs submitting entries are kindly requested to assist in the running of the meet by providing licenced officials. Please provide names and contact details for any willing officials on the entry form or by email to cocameet@chalfontotters.org.uk

PARKING

The Magnet pool has pay and display car parking on site. Free parking is available across the road at the at Hines Meadow Car Park (Sainsbury's).

HEALTH AND SAFETY

All participants must observe the rule and safety precautions in operation at the venue. Swimmers and coaches must ensure that they take no action that could potentially endanger themselves or others.

For safety and comfort reasons, we request that all swimmers place their swimming bags in the lockers provided. The lockers take £1 coins which are refundable.

Possessions and articles must not be left unattended as neither the Promoters nor the Magnet will accept any liability for any loss or damage that may occur during the meet.

The Teaching pool, bubble pool, jacuzzis and slides are out of bounds at all times to all swimmers.

The changing rooms are unisex and will be patrolled during the Meet to ensure the safety of all the swimmers. It should also be noted that the Magnet has security cameras in operation in this area.

Swimmers must wear suitable clothing and footwear while poolside. No wet clothing is allowed in the spectator seating area. Prior to leaving the pool area, swimmers must dry off and put on appropriate clothing and footwear.

Behaviour of the swimmers is the responsibility of their swimming clubs at all times. Clubs should be aware that the recommended ratio of adults to swimmers on poolside is 1:10.



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DATA PROTECTION

SWIM meet ENTRIES AND RESULTS WILL BE MANAGED VIA COMPUTER AND MADE AVAILABLE VIA THE INTERNET. BY SUBMITTING ENTRIES, CONSENT IS THEREBY GIVEN, AS REQUIRED UNDER THE DATA PROTECTION ACT 1998, TO THE HOLDING OF PERSONAL INFORMATION ON A COMPUTER. PERSONAL DATA, INCLUDING SUBMITTED AND RECORDED TIMES, WILL BE PUBLICLY AVAILABLE DURING THE MEET.

VIDEO RECORDING / PHOTOGRAPHS AND MOBILE TELEPHONES

The ASA have updated their guidelines in regard to photography at meets and no longer require photographers to register their details with the meet promoters. However, permission must be sought from the leisure centre before any photography.

We do request however that mobile telephones are switched on to silent during the competition and that there is no flash photography at the start of each race.

CONTACT DETAILS

The meet is promoted by Chalfont Otters Swimming Club, in partnership with Amersham and Chesham swimming clubs.

For information regarding the meet please refer to the club website in the first instance, <http://www.chalfontotters.org.uk> and select the "Meets" link.

For queries and submission of electronic entry files please email cocameet@chalfontotters.org.uk.

Please post individual entries, club summary entry forms and cheques to:

"COCA Meet", c/o Chalfont Otters SC, Chalfont Leisure Centre, Nicol Road, Chalfont St Peter, Gerrards Cross, SL9 9LR