

## **Black Lion Level 3 Winter Open Meet 2016**

**Licence No: 3SE160751**

*Run under ASA laws, ASA technical rules of swimming and promoters conditions*

### **MEET RULES AND INFORMATION**

The competition will be held under ASA laws and technical rules of swimming. This event is licensed at Level 3 for entry into Level 1 and 2 meets and Regional Championships. Officials will be obtained from the National & Regional lists of qualified personnel.

#### **FACILITIES**

The meet will take place at the Medway Park (formerly known as the Black Lion Leisure Centre), Mill Road, Gillingham, Kent. The pool is a 6 lane, 25 metre facility fully equipped with electronic timing, display board and anti-wave ropes. Parking is available in the large pay and display car park adjacent to the Leisure Centre. Refunds for up to 4 hours parking are given in the sports centre upon presentation of the parking voucher obtained with the ticket.

#### **ENTRIES**

Swimmers must be, or have applied to be registered with the ASA. Swimmers may only enter events in their own age group. Ages are at midnight on Sunday 27<sup>th</sup> November 2016.

#### **AGE GROUPS**

The age groups are 9 years, 10 years, 11years, 12 years, 13years, 14 years and 15+ years.

#### **EVENTS**

The events are 50m, 100m, 200m of all 4 strokes, 400m Freestyle, plus 100m, 200m and 400m Individual Medley.

#### **SUBMISSION OF ENTRIES**

The entry fee is £5.50 for all events except the 400m Freestyle and Individual Medley; the entry fee for 400m events is £6.50. The entry fee includes the 20p levy per event, payable to the South East Region. If the event is oversubscribed, the slowest entrants to some events will be rejected to keep the meet within acceptable time limits. Entries must be submitted either electronically using SportsSystems Meet Manager or be on the official entry form (photocopies accepted). Entries must include the entrant's ASA registration number, date of birth, and entry times, together with all entry fees. Entry times submitted should be those achieved in a 25m pool. Only times that fall within the upper and lower qualifying standards will be considered (please see qualifying times). The closing date for entries is midnight on Saturday 15<sup>th</sup> October 2016. No entries will be accepted after the closing date or during the meet, unless due to the promoter's error or omission. Proof of postage may be required. Entries will not be registered unless accompanied by the correct entry fee. Cheques must be made payable to Black Lion Swimming Club. Completed entry forms should ideally be sent in one envelope per club. Details of accepted entries will be emailed to club's representatives. If the meet is oversubscribed, each event will be kept to an acceptable duration by rejecting slower entries; the promoter reserves the right to reject entry without any reason. Refunds will be issued by one cheque or by BACs to each club and sent to the contact named on the entry summary sheet as soon as possible after the closing date.

#### **COACHES PASSES**

Coach's passes are available at a cost of £12.00 per person per day. This fee includes a daily programme, a full set of results sheets and lunch. A maximum of 3 passes may be issued to each club. For child protection reasons, these must all be pre-ordered at the time of submitting entries. Coach's passes will be collected on each day of the gala.

#### **SIGNING IN**

During this meet a 'card-less' entry system will be operating. Upon arrival you will need to sign in at the front desk for every event that you intend to swim. Signing in sheets will be removed 45 minutes prior to the start of each session. Failure to sign in may result in exclusion of the competitor.

#### **WARM UP**

Coaches must supervise their swimmers at all times during the warm up. A warm up schedule will be available 15 minutes before the start of each warm up session at the starting end of the pool.

#### **RACE PROCEDURES**

It is the responsibility of the competitors and coaches from participating clubs to ensure that all swimmers are competent to the standard of the ASA Competitive Start Award. All events are heat declared winners. Heats will be swum with all age groups combined and swimmers seeded by entry times. The fastest heat in each event will be spear-headed. Starts will be at the deep end of the pool and over the top starts will be used for all events except backstroke. Swimmers must leave the pool using the steps at the side of the pool and must not climb over the electronic timing pads at the end of each lane.

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### **SWIM DOWN**

A continuous swim down facility will be available in the diving pit, adjacent to the main competition pool. Coaches are responsible for supervising their swimmers when using this facility. If swimmers are not supervised then the permission to use the facility may be withdrawn by the sports centre.

### **RESULTS**

Competitor's times will be computer processed using the Sportsystems operating system. These results will then be displayed both on poolside and upstairs in the balcony area, we are also planning to use a live results service which will be available via the Internet - <http://results.swimapp.net/>. Following the meet, all results will be published on our website <http://www.blacklionswimming.club/> by Wednesday 30<sup>th</sup> November 2016. Anyone wishing to have these emailed directly must leave their details at the information desk. Meet results will also be sent to the ASA to be included on their official rankings list.

### **AWARDS**

Awards will be given to the top six placed swimmers in 9, 10, and 11 years age group in each individual event and for the top three placed swimmers in 12, 13, 14 and 15+ years age groups in each individual event. There will be no official presentations so all swimmers must collect their medals from the awards desk.

### **OFFICIALS**

It is appreciated if attending clubs could provide a licensed official to assist with the running of the event. Each club entering six or more swimmers are requested to supply at least two officials who can act as Time Keeper and/or Judge. The contact details of such persons should be supplied with their qualification at the time of entry. An official organiser will then contact them.

### **SPECTATOR ADMISSIONS**

Admission prices are as follows: Adults, one session either day £3.00, all day £5.00. Concessions, one session either day £2.00, all day £3.00. Children are free.

### **RAFFLE**

Raffle tickets will be available to purchase at £1.00 per strip.

### **PHOTOGRAPHY**

In line with ASA Child Protection Policy, the Meet Promoters insist that any person wishing to engage in any video, zoom or close range photography, including the use of mobile camera phones must register their details in the book provided at the entrance desk. Photos will also be available for purchase on the day through our official photographer.

### **SAFETY**

For the purposes of child protection, no persons, unless officials, staff, coaches or team managers displaying a valid pass, shall be allowed on poolside. Competitors are advised not to leave their belongings unattended and to ensure that valuables are placed in a secure locker or deposited with someone for safe keeping. Neither Black Lion Swimming Club nor the pool management will be held responsible for property that is damaged, lost or stolen. Swimmers must not leave the poolside without wearing a top, shoes, and having dried themselves off. Swimmers are advised to remove all jewellery to prevent accidental injury to themselves.

### **DATA PROTECTION**

All entry information and results will be managed on a computer system. By submitting entries, consent is thereby given, as required under the Data Protection Act 1984, to the holding of personal information on a computer.

### **BEHAVIOUR**

Coaches and team managers are at all times responsible for the conduct of the swimmers in their care. The promoter reserves the right to refuse admission or to ask any persons to leave during the event.

*Any conditions not covered in the above information will be at the discretion of the promoter of Black Lion Swimming Club. By entering this event, competitors and coaches agree to abide by these conditions.*