

Meet Rules and Information
BOROUGH OF WALTHAM FOREST SWIMMING CLUB
(Affiliated to Swim England London Region)

BWFSC NEW YEAR MEET 2020

Open Meet – Level 3

(Under Swim England laws and Swim England Technical Rules of Swimming)

LONDON AQUATIC CENTRE
THE QUEEN ELIZABETH OLYMPIC PARK
LONDON
E20 2ZQ

Sunday 5th January 2020

Level 3 Meet License 3LR200238

ENTRY CONDITIONS

Meet Conditions:

1. The competition will be held under Swim England Laws, Regulations and Technical Rules of Swimming and licensed at level 3 and these promoter's conditions.
2. Entrants must be Swim England registered category 2, belong to an affiliated club and enter in the name of one club only.
3. The pool length is 50 metres, 10 lanes with full display electronic timing.
4. During warm-ups lanes 1, 3, 5, 7 & 9 shall swim clockwise and lanes 0, 2, 4, 6 & 8 shall swim anti-clockwise. Coaches are asked to ensure swimmers comply with this requirement.
5. Events will be seeded slowest to fastest on entered times. All heats will be swum on the spearhead principle.
6. All events will be swum on a heat declared winner basis.
7. The promoters reserve the right in the interest of time, to operate over the top starts.
8. Due to circumstances out of our control with the Pool Operator, there is no swim down facility.
9. There will be a secondary strobe available.
10. The list of accepted and rejected entries will be published on the clubs website 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.
11. **There will be no signing in for this event. This event will be withdrawals only.**
12. If a coach wishes to withdraw a swimmer from an event they must e-mail to galas@bwfsc-gators.org.uk by 8pm, Friday 3rd January 2020. *Programme will sent to print on Friday 20th December so any withdrawals after this date may be in print on day of gala.*
13. **No withdrawals will be processed on day to ensure we start on time. Please help us to avoid empty lanes.**
14. Any withdrawals after the final accepted entries have been circulated to all clubs will not be refunded unless due to exceptional circumstances. This will be at the promoter's discretion.
15. Swimmers must report to the marshalling area when called upon to do so by the Announcer. Heat start lists for each event will be posted and made available to all coaches. It is the swimmer's responsibility to ensure his/her name appears on the list.
16. A photographer may be present taking live shots throughout the day, displaying pictures on the screens during the break. If a swimmer does not wish to have their photo taken, they must inform the Meet Promoter.
17. 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, particularly if those images are being shared with family and friends through social media platforms.

18. Flash photography is prohibited at all times and absolutely no photographs are permitted poolside.
19. No cameras, video or digital capturing devices (including mobile phones) may be used in the changing area. This policy will be vigorously enforced, and any person found to be contravening this policy will be asked to leave the gala without refund.
20. As the permitted use of devices which capture still or moving images is no longer dependent upon pre-registration, we request that all persons attending this meet at the London Aquatic Centre have a clear understanding of their responsibilities and obligations as detailed in the "Swim England Photography Guidance" section of Wavepower 2016-19 (the current Swim England Child Safeguarding Policies and Procedures publication).
21. Consent is deemed to have been given, as required by the data protection act, to the holding and distribution as necessary, of personal information on computer, to run the meet.
22. **GDPR Statement:** 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. The personal information supplied with your entry will be retained securely and will only be used for the legitimate purposes of running the event. This data will be shared by form of results with Swim England (Rankings) and the clubs who have entered the meet. A full copy of the results will be published on the website after the meet. Please be aware that links from our website may take you to external websites that are not covered by our policies. Please ensure that you review their privacy policies before any data is submitted. If any persons want to exercise their right to erasure or processing of their personal data they will need to make a written request to the promoter. We will only hold competition data for 12 months after which it will be destroyed and erased from our systems.
23. Any situation not covered by these meet notes will be at the discretion of the promoter.

Entry Information:

24. There are no qualifying times, but there are upper limit times.
25. Swimmers with NT will not be permitted at this gala.
26. Entries will be processed on a first come first served basis except in event of condition 4. The promoter reserves the right to limit entries in order to meet license time guidelines (*maximum 7.5 hours in one day*).
27. The promoter reserves the right to prioritise complete club entries where a Club has a significant distance to travel and group transport/accommodation to organise.
28. In the event that the meet is undersubscribed, the promoter reserves the right to accept late entries providing that the priority has already been given to entries received before the closing date.
29. Time trials will only be permitted on day of event where space in heats is available. Time Trials will be submitted in time order and will not receive an award however their times will be included on the SWIM ENGLAND rankings. Ask at entrance or go to announcers desk for time trial to be requested.
30. The entry fee is £7 per 50m and 100m and £7.50 for 200m events. Time trials will be £8 on day.
31. All times submitted should be long course or converted 25m times using the SWIM ENGLAND approved conversion tables (*SWIM ENGLAND equivalent performance tables*).
32. All entries of four or more swimmers per club must be entered electronically, if clubs choose to use an entry form they will incur a £25 administration charge. Please e-mail galas@bwfsc-gators.org.uk for entry files or see web-site www.bwfsc-gators.org.uk for all gala information.
33. BACS is the preferred method of payment and payment details are on the entry form.
34. Completed entry summary sheets must be completed and sent with entries in order to be accepted. The entry summary sheet includes number of coach passes required and volunteers available.
35. Confirmation of accepted entries will be e-mailed and a copy made available on the BWFSC web-site once the closing date has been reached or earlier if this event is full.
36. The closing date for entry forms and payment is **midnight on Friday 6th December 2019**. BWFSC reserves the right to refuse or close entries before this time to facilitate the smooth running of the competition.
37. Competitor's ages shall be as at 5th January 2020.
38. All entrants must be registered as SE Category 2 members.



Awards:

1. Medals will be awarded to the top three in each age group in each event based on heat performance. Age groups will be as follows: 9, 10, 11,12,13,14, 15 and 16+.
2. Top visiting club will receive our Best Visiting Club Gators trophy calculated by Meet Mgr 6.0 Medal Count Report.
3. The trophy must be engraved and returned before our next home gala. Home Galas are to be held in January, July and October each year and the visiting club will be awarded at each gala commencing January 2017.
4. A trophy and a cash prize of £10 will be awarded to the top overall male and female swimmer in each age group category (9, 10, 11, 12, 13, 14, 15 and 16+) Top overall male and female swimmer will be calculated using overall point scores for top ten in each age group based on heat performance. (1st place 12 points, 2nd 10, 3rd 9, 4th 7, 5th 6, 6th 5, 7th 4, 8th 3, 9th 2, 10th 1). They will be awarded at the medals desk at the end of the event.

Coaches and Officials:

1. Coach's passes are available in advance for £20.00 for the day excluding food and £30 including food. *Food may only be provided by the LAC in-house catering service.* This entitles the holder to a programme; poolside drinks and result sheets posted or sent electronically. Heat sheets may be available on the day however the officials are priority and due to limited photocopier resources at the LAC and the acceptance of time trials the gala may have started before these are available.
2. Please may we request that clubs entering 6 or more competitors provide at least one qualified official to cover the relevant sessions during the gala. We welcome all volunteers J1s and above, including J1s in training as we will aim to provide mentoring, and we welcome volunteers as marshals. We continue to aim to provide mentoring and where possible assessment opportunities at our galas.
3. Officials will be provided with lunch and refreshments throughout the gala.
4. Coaches are expected to wear their coach pass at all times.

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Programme of Events – Sunday 5th January 2020

Session 1	
Warm up 8.00 Start 9.00	
<i>TBC may change to accommodate clubs travelling long distances morning of event</i>	
Event Number	Event
1	Girls 200m Freestyle
2	Boys 200m Freestyle
3	Girls 50m Fly
4	Boys 50m Fly
5	Girls 100m Backstroke
6	Boys 100m Backstroke
7	Girls 50m Freestyle
8	Boys 50m Freestyle
9	Girls 100m Breast
10	Boys 100m Breast
Session 2	
Warm up TBC Start TBC	
11	Boys 200m IM
12	Girls 200m IM
13	Boys 50m Breast
14	Girls 50m Breast
15	Boys 100m Freestyle
16	Girls 100m Freestyle
17	Boys 50m Back
18	Girls 50m Back
19	Boys 100m Fly
20	Girls 100m Fly

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ENTRY SUMMARY FORM – Sunday 5th January 2020

Please use one of these forms for your Club entry

Club		SE Club Code	
Contact Name			
Address			
Postcode			
Telephone			
Email address			

Total entries @ £7.50 per event (200m) =		£
Total entries @ £7.00 per event (50m and 100m) =		£
Total Amounts		£

Number of coach passes @ £20.00		£
Number of coach passes with food @ £30.00		£
Total Amounts		£

If you are able to provide Officials or Marshal Volunteers please note details below

Name	Level (J1, J2 etc.)	Contact Email

We may be able to offer mentoring on the day so trainee officials please do get in touch via above or directly to our Officials administrator at officials@bwfsc-gators.org.uk

CLOSING DATE FOR ENTRIES IS Friday 6th December 2019

If not sent electronically (preferred option), completed entry forms, entry fees and this summary sheet should be posted to arrive by the closing date as indicated to:

Gala Organiser: Hannah Grimshaw, 26 Connaught Avenue, Loughton, Essex, IG10 4DS

Cheques should be made payable to BWFSC or our **BACS payment details** are as follows:

Name of Bank	Lloyds TSB,
Name of Account	Borough of Waltham Forest Swimming Club
Account Number	01027171
Sort Code	30 - 91 - 59

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Entry Form

First Name		Surname	
Address		Age on 5 th January 2020	
E-mail		Male/Female	
Date of Birth		Club	
SE (SWIM ENGLAND) Number		Swim England Club Code	

All **entry times** should be **Long course** or short course converted to Long course using Equivalent Time converter which can be downloaded here:

<https://www.swimmingresults.org/downloads/equivalent-time/>

Distance	Event	Entry Time
200m	IM	
200m	Freestyle	
50m	Fly	
100m	Backstroke	
50m	Free	
100m	Breast	
50m	Breast	
100m	Freestyle	
50m	Back	
100m	Fly	

Total entries @ £7.50 per event (200m) =		£
Total entries @ £7.00 per event (50m and 100m) =		£
Total Amounts		£

CLOSING DATE FOR BWFSC ENTRIES IS 6th December 2019

Entries to be returned to galas@bwfsc-gators.org.uk

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UPPER LIMIT TIMES (LONG COURSE 50M)

50 FREESTLYE	9&10	11	12	13	14	15	16+
Boys	33.00	30.00	28.00	27.00	26.50	26.00	26.00
Girls	33.00	30.00	28.00	27.50	27.00	27.00	27.00
100 FREESTYLE							
Boys	1.15.00	1.10.00	1.04.00	1.00.00	58.00	56.00	55.00
Girls	1.15.00	1.10.00	1.04.00	1.03.00	1.02.00	1.01.00	1.00.00
50 BACKSTROKE							
Boys	38.00	34.00	32.00	31.00	30.00	29.00	28.00
Girls	38.00	34.00	32.00	31.00	30.00	29.00	28.00
100 BACKSTROKE							
Boys	1.20.00	1.15.00	1.10.00	1.08.00	1.06.00	1.04.00	1.02.00
Girls	1.20.00	1.15.00	1.10.00	1.09.00	1.08.00	1.07.00	1.06.00
50 BREASTSTROKE							
Boys	46.00	42.00	40.00	38.00	36.00	34.00	32.00
Girls	46.00	42.00	40.00	38.00	37.00	36.00	35.00
100 BREASTSTROKE							
Boys	1.35.00	1.28.00	1.23.00	1.20.00	1.15.00	1.12.00	1.10.00
Girls	1.35.00	1.28.00	1.23.00	1.20.00	1.18.00	1.16.00	1.14.00
50 FLY							
Boys	40.00	37.00	33.00	31.00	30.00	29.00	28.00
Girls	40.00	37.00	33.00	32.00	31.00	30.00	29.00
100 FLY							
Boys	1.17.00	1.12.00	1.07.00	1.04.00	1.02.00	1.01.00	1.00.00
Girls	1.17.00	1.12.00	1.07.00	1.06.00	1.05.00	1.04.00	1.03.00
200m IM							
Boys	3.15.00	3.00.00	2.45.00	2.30.00	2.25.00	2.20.00	2.15.00
Girls	3.15.00	3.00.00	2.45.00	2.35.00	2.30.00	2.25.00	2.20.00
200m FREE							
Boys	2.40.00	2.30.00	2.20.00	2.10.00	2.08.00	2.06.00	2.04.00
Girls	2.40.00	2.30.00	2.20.00	2.18.00	2.16.00	2.14.00	2.12.00