



# Cranleigh Amateur Swimming Club

**CASC Autumn Open Meet 2023**  
**Swim England Licence (3SE231880), Level 3**  
**SUNDAY 8<sup>th</sup> October 2023**

## Promoter's Conditions

Entries will be accepted from Wednesday 6<sup>th</sup> September 2023, 08:00 am until closing date Wednesday 20<sup>th</sup> September 2023, 14:00 pm or when the meet is fully subscribed, whichever is earlier.  
(Late entries may be considered)

### VENUE

Cranleigh Leisure Centre, Village Way, Cranleigh, Surrey, GU6 8AE – Telephone/Fax 01483 274400  
25m Pool with 6 lanes, anti-wave lane ropes, scoreboard and electronic timing.

### SWIM ENGLAND

The meet will be run to conform with current Swim England Laws and Regulations and Swim England Technical Rules of Racing and all swimmers MUST be registered with Swim England.

### SESSIONS

Session times will be released when the swimmers are confirmed. Updated times will be sent to the coaches of the relevant clubs before the gala.

### EVENTS

<b>Session 1 Events 1-10</b>	1	Female 9 – 16+ years	100m Individual Medley
	2	Open / Male 9 – 16+ years	100m Individual Medley
	3	Female 9 – 16+ years	50m Backstroke
	4	Open / Male 9 – 16+ years	50m Backstroke
	5	Female 9 – 16+ years	200m Butterfly
	6	Open / Male 9 – 16+ years	200m Butterfly
	7	Female 9 – 16+ years	50m Breaststroke
	8	Open / Male 9 – 16+ years	50m Breaststroke
	9	Female 9 – 16+ years	200m Backstroke
	10	Open / Male 9 – 16+ years	200m Backstroke

<b>Session 2 Events 11-18</b>	11	Open / Male 9 – 16+ years	200m Freestyle
	12	Female 9 – 16+ years	200m Freestyle
	13	Open / Male 9 – 16+ years	100m Backstroke
	14	Female 9 – 16+ years	100m Backstroke
	15	Open / Male 9 – 16+ years	200m Breaststroke
	16	Female 9 – 16+ years	200m Breaststroke
	17	Open / Male 9 – 16+ years	50m Butterfly
	18	Female 9 – 16+ years	50m Butterfly

<b>Session 3 Events 19 - 28</b>	19	Female 9 – 16+ years	100m Freestyle
	20	Open / Male 9 – 16+ years	100m Freestyle
	21	Female 9 – 16+ years	100m Breaststroke
	22	Open / Male 9 – 16+ years	100m Breaststroke
	23	Female 9 – 16+ years	100m Butterfly
	24	Open / Male 9 – 16+ years	100m Butterfly
	25	Female 9 – 16+ years	200m Individual Medley
	26	Open / Male 9 – 16+ years	200m Individual Medley
	27	Female 9 – 16+ years	50m Freestyle
	28	Open / Male 9 – 16+ years	50m Freestyle

## AGE GROUPS

Ages are as at 8<sup>th</sup> October 2023.

Age Groups will be 9yrs, 10yrs, 11yrs, 12yrs, 13yrs, 14yrs, 15yrs, and 16yrs +.

## QUALIFYING TIMES

As this is a Level 3 meet, only upper qualifying times are required. Entry times provided at submission will be used for seeding on the day of the meet. Entries with 'No Time' are allowed at the Meet Promoter's discretion dependent on time availability.

### OPEN / MALE UPPER QUALIFYING TIMES

Event	9	10	11	12	13	14	15	16+
50m Freestyle	31.5	30.5	29.5	27.0	26.3	25.4	23.8	23.0
100m Freestyle	1.12.0	1.08.0	1.04.0	1.00.3	56.5	54.7	52.4	51.4
200m Freestyle	2.40.0	2.29.5	2.21.5	2.10.8	2.03.8	1.59.5	1.55.0	1.53.8
400m Freestyle	5:04.70	4:53.20	4:44.70	4:34.90	4:22.90	4:15.20	4:04.80	4:04.80
50m Breaststroke	43.0	40.0	38.9	36.3	34.5	32.4	29.9	29.5
100m Breaststroke	1.34.0	1.27.5	1.21.5	1.17.9	1.12.5	1.10.0	1.07.8	1.07.2
200m Breaststroke	3.25.0	3.14.5	2.54.5	2.48.7	2.38.5	2.32.2	2.29.0	2.26.0
50m Butterfly	38.0	35.0	34.0	32.5	31.5	28.0	27.6	27.1
100m Butterfly	1.35.0	1.27.5	1.20.5	1.08.2	1.04.1	1.01.5	1.00.5	1.00.0
200m Butterfly	3.15.0	3.02.5	2.50.0	2.31.0	2.21.0	2.14.8	2.10.4	2.08.5
50m Backstroke	37.0	34.5	33.5	32.0	31.5	28.0	25.0	24.5
100m Backstroke	1.28.0	1.21.0	1.16.0	1.08.3	1.04.0	1.01.4	1.00.5	59.5
200m Backstroke	2.46.0	2.38.0	2.27.5	2.25.0	2.17.9	2.13.0	2.11.4	2.11.0
100m IM	1.28.0	1.20.0	1.18.0	1.15.0	1.10.3	1.05.5	1.02.5	1.00.0
200m IM	2.53.0	2.45.3	2.36.8	2.27.0	2.20.8	2.15.8	2.11.6	2.11.0
400m IM	5:56.40	5:40.50	5:26.90	5:13.90	4:57.80	4:49.90	4:40.50	4:40.50

### OPEN / MALE LOWER QUALIFYING TIMES

Event	9	10	11	12	13	14	15	16+
400m Freestyle	6:40.00	6:40.00	6:18.00	6:00.00	5:49.00	5:25.00	5:10.00	4:56.00
400m IM	7:10.00	7:10.00	7:00.00	6:50.00	6:05.00	5:57.00	5:39.00	5:31.00

## FEMALE UPPER QUALIFYING TIMES

Event	9	10	11	12	13	14	15	16+
50m Freestyle	31.5	30.2	29.0	28.7	27.5	27.0	26.0	25.0
100m Freestyle	1.12.0	1.09.1	1.04.0	1.01.9	59.9	58.9	57.9	57.4
200m Freestyle	2.40.0	2:29.5	2.21.5	2.14.1	2.09.4	2.07.1	2.06.6	2.05.0
400m Freestyle	5:06.60	4:59.20	4:52.70	4:41.20	4:37.30	4:36.10	4:29.30	4:29.30
50m Breaststroke	43.0	39.5	38.5	36.4	35.3	34.5	33.6	33.0
100m Breaststroke	1.34.0	1.29.0	1.23.5	1.19.0	1.16.2	1.15.2	1.14.8	1.14.3
200m Breaststroke	3.25.0	3:14.5	2.54.5	2.49.3	2.44.5	2.43.6	2.42.4	2.41.8
50m Butterfly	38.0	36.2	33.5	32.3	31.0	30.0	29.7	28.0
100m Fly	1.35.0	1.17.0	1.10.5	1.09.4	1.06.9	1.05.3	1.04.4	1.04.0
200m Butterfly	3.15.0	3.04.5	2.52.5	2.34.0	2.27.2	2.23.9	2.23.3	2.23.0
50m Backstroke	37.0	35.5	34.0	32.3	31.3	31.0	30.6	30.0
100m Backstroke	1.28.0	1.22.1	1.16.0	1.09.2	1.06.8	1.05.4	1.05.0	1.04.0
200m Backstroke	2.46.0	2.39.5	2.34.5	2.28.3	2.23.4	2.18.9	2.18.0	2.17.0
100m IM	1.28.0	1.19.5	1.17.5	1.15.0	1.10.5	1.06.0	1.03.5	1.01.5
200m IM	2.53.0	2:45.0	2.36.8	2.31.2	2.26.7	2.24.0	2.23.3	2.21.4
400m IM	5:55.60	5:44.90	5:36.60	5:24.50	5:15.40	5:09.40	5:02.90	5:02.90

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400m IM	7:10.00	7:10.00	7:00.00	6:50.00	6:17.00	6:02.00	5:53.00	5:40.00

## ENTRIES

Entries will be accepted on a 'first-come, first-serve' basis, therefore if the Meet is oversubscribed, it will close before the closing date. Acceptance into all events applied for cannot therefore be guaranteed. All entries will be entered using Hy-Tek Meet Manager Software. Payments for entries and poolside passes will become due once acceptance of the entries has been confirmed with the clubs. **Please do not send payment until you receive confirmation of your accepted entries.** Payment should be made by a single BACS payment (please see details below). Please note that some events may become fully subscribed sooner than others and the Promoter reserves the right not to accept entries at their discretion. Acceptance into all events applied for cannot be guaranteed. No cash payments will be accepted for poolside entries on the day.

Individual entries will attract a surcharge of £5 per entry plus race fee. The club cannot accept responsibility if a swimmer arrives at our meet without a coach.

If there is space and time permits, we may be able to take entries on the day after discussion with the Meet Promoter. Only coaches and team managers may submit poolside entries. In the instance where there are swimmers who do not have a coach representing their clubs then the entries will be accepted from the individual swimmers. Parents are not allowed to submit directly to a member of the meet organisation team. Such entries will attract a premium of £3 in addition to the standard entry fee, per event entered.

All entry times must be no faster than the Upper Limit times for the Meet. The Upper Limit times apply at the time entries are submitted. There is no requirement to withdraw a swimmer if he or she subsequently goes faster than the Upper Limit time.

Entry forms and Hy-Tek files are available on Cranleigh ASC website: [www.cranleighsc.org](http://www.cranleighsc.org). Any queries should be sent to the Meet Promoter: Dave Hastie (email – [cranleighasc@gmail.com](mailto:cranleighasc@gmail.com))

A list of accepted entries will be sent to clubs or individuals when their entries are confirmed. It is the responsibility of attending clubs or individuals to check their accepted entries and inform the Meet Promoter of any errors or unexpected omissions. No changes to such will be made after the sign-out deadlines (before the warm-up of that session) for each session.

In order to ensure the smooth running of the meet, under no circumstances will changes be made to entries for events within a session after that session has begun. The start lists in use when each session starts are final.

Official results will be shared with participants during the week following the meet.

## **SIGN OUT SYSTEM**

We will be using Hy-Tek Meet Manager software and operating a "Sign Out" system. Sign out sheets with a list of the swimmers for each session will be handed out to the coaches in the coach's packs. It is the coach's responsibility to let us know **before** the warm-up of each session which swimmers will not be swimming.

## **COST**

Entry fees for all events are £7.50 per 50m, 100m & 200m events and £10.00 per 400m event (if applicable).

A Coach Pass is £15.00 per day per coach to include refreshments and lunch.

Adult Spectators are charged £4.00 per session

Payment for entries and coaches passes must be made by BACS:

Cranleigh Amateur Swimming Club

Sort Code: 20-35-35

Account Code: 50275506.

## **REFUNDS**

Refunds will only be given in the following circumstances:

a) After the closing date and up to the day before the gala, refunds will be provided on receipt of proof of injury/ medical condition through a doctor's certificate (or equivalent).

b) Due to any exceptional circumstance that is deemed appropriate by the Promoter. No refunds will be given for incorrect entries.

c) Should the event be cancelled, all entry fees will be refunded, including any additional administration charges, within 14 days of cancellation

The Promoter's decision is final.

## **PROGRAMMES**

Programmes will not be handed out on the day of the event. The Promoters will aim to publish details of the meet and updates on Meet Mobile.

## **RESULTS AND AWARDS**

Results will be posted in the changing rooms and spectator area, as well as Meet Mobile (subject to internet availability). Coaches will have strictly 10 minutes following completion of an event to make any protests against the results. No alterations will be made to results after this time, with the exception of any input errors made by the computer operator.

For 13 years and older, medals will be awarded on an event declared winner basis for the 1st to 3rd positions in each age group and each level group. For under 13 years of age, medals will be awarded for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place and certificates for 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> positions, in each age group and each level group.

Medals and certificates must be collected on the day of the meet from the medals desk. Medals can be collected at any time after the first 10 minutes following completion of an event the medal is for. This is to allow for any protests. No medals or certificates will be posted out after the competition.

## OFFICIALS

All clubs submitting entries are requested to assist in the running of the meet by supplying details of any licensed officials who are willing to assist at this meet. This assistance should be notified in advance using the CASC Open Meet Officials Reply Form (see attached) which should be emailed to our Meet Officials Co-ordinator Amanda Cook [cascofficials2021@gmail.com](mailto:cascofficials2021@gmail.com)

Swim England and their Open Meet Licencing Boards do not look favourably on any Open Meet that cannot provide the appropriate number of licenced and qualified officials to ensure the competition meets the licence requirements. The ultimate sanction could be that the meet would be downgraded to a lower licence level and the times recorded by swimmers would not be allowed into "rankings" as at that date / level.

For this reason, we request that each club seeks to provide as many Licenced Officials or Judge Level 1 candidates (qualified as Timekeepers), as possible, to cover ALL sessions fully. Clearly, if "visiting clubs" cannot assist with the provision of licenced officials or appropriately qualified Judge Level 1 candidates, then the club cannot guarantee the licence level required by the Swim England Licencing Board.

## TRIALS AND OLDER SWIMMERS

Entries will also be accepted from any swimmers, for all events, on an Exhibition swim/Time trial basis in advance of the day **subject to space if room within the meet programme permits**. These swims must be requested in advance of the day. Acceptance of these types of swims will be at the discretion of the Meet Promoter. No team points or awards will however be given for these swims. Entry fees for this type of swim will be the same as the standard entry fees for each event.

## SEEDING

Seeding will be undertaken slowest to fastest with the fastest heat swum in arrowhead formation.

## GENERAL INFORMATION AND COMPETITION RULES

1. No persons, other than coaches, chaperones, swimmers and officials will be allowed on to the poolside without a pass. No outdoor shoes will be worn on poolside.
2. Over the top starts may be used (at the discretion of the referee). The one start rule will apply. Results are on an HDW basis.
3. Competitors are advised not to leave any articles unattended in the changing rooms. The Organisers and the Pool Management can accept no responsibility for loss or damage to personal property. Lockers are available in the changing village at a cost of £1.00 which is refundable.
4. Snacks and drinks will be available in the Leisure Centre's cafe throughout the Meet.
5. A Swim Shop may also be present throughout the Meet.
6. An official photographer may be present throughout the Meet.
7. Ample free parking for cars and coaches is provided adjacent to the Leisure Centre.
8. Any conditions not covered in the above Rules and Information will be at the discretion of the Meet Promoter.
9. Entries and results are managed on a computer. The requirements of the Data Protection act are deemed accepted by each entrant on the basis of their application, to hold personal information on a computer which may be made public during the meet.
10. The organisers reserve the right to add non-scoring swimmers at their sole discretion and to amend the running order of events as necessary.
11. The Female category is for birth sex females in accordance with Swim England's Transgender and Non-Binary Competition Policy. By entering the 'Female' category, a swimmer confirms that their birth sex is female.

## STARTS

Coaches and clubs must be responsible for ensuring that all of their swimmers are competent to perform a shallow racing drive to the standards of the Swim England competitive starts award. In the event of a faulty start, competitors should continue with a safe shallow racing dive and not fall into the water. Swimmers are permitted to start in the water but must advise the referee prior to the start of their heat.

## WARM UP

Coaches (and their swimmers) must take no action that would endanger themselves or others. Any instructions given by Pool Lifeguards or others in authority must be obeyed immediately. Warm-up schedules will be provided within coach packs, with any changes on-the-day announced via the public-address system.

## **SAFETY**

Everyone attending the 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 poolroom and when moving around the Leisure Centre, to ensure their own safety and that of others. Anyone observing anything they consider to be a safety hazard must report it to one of the Leisure Centre management or the Meet Manager. The pool depths are 3.0 metres at the starting end and 0.9 metres at the shallow end of the pool. Swimmers must not leave the poolside unless wearing shoes and having dried themselves.

## **JEWELLERY**

For safety and security reasons, the wearing of jewellery is not permitted while in the water during warm-ups / swim-downs and / or competition. This includes watches, necklaces, chains, bangles, wrist bands, ear-rings (except studs), and rings (except wedding bands). Swim England will not be responsible for any jewellery brought to events and will not be liable if such jewellery is lost or damaged.

## **BEHAVIOUR**

Cranleigh Amateur Swimming Club and the Leisure Centre Management reserve the right to remove any swimmer, coach or spectator from the pool area whose behaviour is either against the Leisure Centre rules or the efficient running of the meet. Stewards will be patrolling the Leisure Centre, and anyone found causing damage or seriously misbehaving, will be banned from the remainder of the meet and asked to leave the Leisure Centre, forthwith.

## **SECONDARY STROBE**

Cranleigh Amateur Swimming Club will not have access to a secondary strobe for this meet.

## **SECURITY**

Competitors and spectators are advised not to leave their belongings unattended and to ensure valuables are placed in a locked locker. Neither Cranleigh Amateur Swimming Club nor Cranleigh Leisure Centre Management can accept any responsibility for property lost or stolen.

## **PHOTOGRAPHY**

Photography should only be carried out with reference to the Swim England Wavepower document available on the Swim England website ([www.swimming.org](http://www.swimming.org)).

## **LITTER**

All attendees of the meet are asked to place all litter in the rubbish sacks provided and not to leave it on the floor, particularly in the spectator gallery, where it may become a safety hazard.

**Any situation not covered by the above matters, will be at the discretion of the Meet Manager, who also reserves the right to make any changes that may be considered necessary for the smooth running and discipline of the meet.**

Meet Promoter: Dave Hastie (email – [cranleighasc@gmail.com](mailto:cranleighasc@gmail.com))



## Cranleigh ASC Open Meet Officials Reply Form

It is requested that participating clubs provide officials for the day.  
Please complete this form and return it to Amanda Cook ([cascofficials2021@gmail.com](mailto:cascofficials2021@gmail.com))

<b>CLUB:</b>	
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Please circle the sessions you will be able to assist with.

NAME	QUALIFICATION	ASA No	SESSIONS			CONTACT EMAIL
			1	2	3	
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**All officials and volunteers are welcome to join us for refreshments which will be available between sessions in the Band Room next door to the Leisure Centre.**

**Thank you for your help and support**