

## Swim England East Region Para-Swimming Meet 2018

Level 3

Licence No. 3ER180449

Run under ASA Laws and Regulations, ASA Technical Rules of Racing and  
World Para Swimming Rules and Regulations

<b>Location:</b>	<b>Newmarket Leisure Centre Exning Way Newmarket Suffolk CB8 0EA</b>
<b>Date:</b>	<b>Sunday 25<sup>th</sup> March 2018</b>
<b>Time:</b>	<b>Warm up: 5.00pm Start: 5.30pm</b>
<b>Closing date for Classifications:</b>	<b>Friday 2<sup>nd</sup> February 2018</b>
<b>Closing date:</b>	<b>Friday 2<sup>nd</sup> March 2018</b>
<b>Entry Fee:</b>	<b>£4.00 per event</b>

If you require any further information, please contact [Jackie Harvey, Swim England East Region Disability Manager](#)

If you require any assistance in the area of classification please contact the [Classification Coordinator](#) at the British Para-Swimming Office or call 0161 244 5332

## Swim England East Region Para Swimming Meet 2018

### Meet Conditions

1. The gala is a Level 3 licensed meet and will be held under ASA Laws and Regulations, ASA Technical Rules of Racing and World Para Swimming Rules and Regulations.
2. The Promoter is Jackie Harvey on behalf of the Swim England East Region Disability Committee. Email all queries to [disability@eastswimming.org](mailto:disability@eastswimming.org)
3. The pool length is 25 metres, 6 lanes with Swiss electronic timing.
4. The competition is open to any swimmer with a disability: physical, sensory or learning impairments.
5. Each competitor shall be an Swim England Category 2 member or an equivalent member of Swim Scotland or Swim Wales whose membership record shows a S1-15, SB1–SB15 or SM1-SM15 World Para Swimming classification, which is held on the British Swimming or World Para Swimming Classification database at the time of entry.
6. Swimmers on the functional classification waiting list, or have an active application with UKSA or INAS, made within the last 12 months, are invited to compete. They must still meet the Swim England Category 2 membership requirement. They would achieve a time in a licensed event but will not be eligible to receive medals.
7. Competitors should indicate on their entry their relevant:
  - WPS classification or British Swimming classification
  - UKSA or INAS classification (accompanied by the relevant number)
  - British Blind Sport classification
  - UK Deaf Sport classification
  - Exception codesWhere swimmers are on the classification waiting list please insert W/L
8. Competitors from outside the Swim England East Region are very welcome to enter this event for the purposes of gaining competition experience and to achieve a time in a licensed event but will not be eligible to receive medals.
9. Age shall be at 31<sup>st</sup> December 2018 with a minimum age of 10 years old.
10. Each competitor will be able to swim a maximum of 4 individual events.
11. The entry fee is £4 per event.
12. The events are detailed in the schedule at the end of these conditions.
13. Swimmers can compete in any event but those with a classification S1 – S14 are advised to swim those events that are WPS recognised events for their classification, in order to gain qualifying times for future British Para-Swimming Programmes and Competitions.
14. This event is subject to the upper time limits for each classification listed at the end of these conditions. Swimmers must not be faster than these times for entry to this competition.
15. All events will be swam multi class and seeded according to time, irrespective of age or disability.
16. If no entry time is given, then the competitor will be placed in the slowest heat.
17. Competitors must present themselves to the call up area two events prior to the event in which they are competing. Competitors in events 1 and 2 will be called by officials after the warm up period has finished and prior to the start of the first event. It is the competitor's responsibility to be at the start in time for their event.
18. All coaches, team managers, support staff and personal care attendants must have accreditation to gain access to the pool deck.
19. All applications for accreditation must be made on the official form supplied and include a £3 cheque payable to ASA East Region. Accreditation will only be granted to ASA members.
20. Personal care attendants will only be permitted for competitors in the following classes: S1, S2, S3, S4 and S11. Such attendants will be excluded from any restrictions and will be given the same accreditation as the competitor for whom they have personal care responsibilities – their

accreditation is free.

### **Classification**

21. A physical classification team will be present at the championships. Those swimmers selected for classification will be contacted prior to the event.
22. If anyone requires any assistance in the area of classification please contact the Classification Coordinator at the British Para-Swimming Office on 0161 244 5332 or email [classification@swimming.org](mailto:classification@swimming.org)
23. Swimmers on the classification waiting list who wish to be considered for classification, must complete the '**Swimmers Classification Consideration Form**' and submit together with full payment to Para Swimming Meet 2018, 9 Meadow View, Brundall, NORWICH NR13 5RR.
24. Those swimmers who are called for classification but are deemed not eligible for classification (with no review by a second team) will not be allowed to compete at the competition.
25. Those swimmers who cannot complete the classification process and are invited back at another time will still be able to compete at the competition.
26. **The closing date for those swimmers called for classification is 12.00pm Friday 2nd February 2018.**

### **Entry Procedure**

27. The Entry Procedure is detailed in the document headed **Swim England East Region Para-Swimming Meet 2018 Procedure** and forms part of these conditions.
28. **The closing date is 12.00pm on Friday 2<sup>nd</sup> March 2018, unless called for classification.**
29. Accepted entries will be published on Swim England East Region website after the closing date.
30. In the event that the meet is oversubscribed the promoter reserves the right to accept entries on a first come first served basis. All rejected swim refunds will be returned to the relevant clubs through BACS.

### **Medals**

31. In each event, medals will be awarded to the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> placed Male and Female swimmers in the classification classes S1 - S14 from the Swim England East Region based on British Para-Swimming Points. British Para-Swimming Points are awarded for each competitor across classifications S1-S14 in relation to how close they are to their classifications world record in each event, respectively.
32. Additionally, the highest placed Male and Female swimmer (from classifications S1-S14) aged 14 years or under will receive a medal in recognition of being the highest placed Junior Swimmer if they are not already the overall winner of that event.
33. S15 swimmers will compete in each event, within their own classification band, and medals will be awarded to 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> placed, Male and Female swimmers from the East Region based on time, within one (open) age group.
34. The minus 1 rule will be used to award medals where there are less than 4 swimmers in an event. If there is only one competitor in any event, the swimmer needs to improve on their entry time to medal. (This applies to conditions 31 and 33).

### **Photography**

35. Any official photographs taken at this event will comply with Swim England Child Protection policies. Parents who do not wish their child to be photographed must inform the promoter prior

- to the start of the event.
36. Spectators, swimmers and team staff are reminded that they must register at the entry desk if they intend to use cameras, video cameras, mobile telephones or any device capable of capturing a photographic image.
  37. All participants must observe the safety precautions in operation at the pool. The Swim England East Region is not responsible for any loss, damage or injury occurring during this meet.

#### Reminder to support staff

38. Competitors with epilepsy should ensure that the promoter and lifeguards are aware before the event. A responsible adult who knows the competitors condition should accompany them. This person acts as their 'spotter' on the poolside while the swimmer is in the water.
39. Support staff shall not coach the competitor whilst assisting or tapping. If such coaching occurs, the competitor may be disqualified
40. For functional classification competitors, support staff, are in place solely to assist the swimmer on entry, exit and at the start and shall not verbally communicate with the swimmer.

#### Additional Information

41. Any matter not covered by these conditions, will be determined by the Promoter and the Lead Referee, subject to ASA Laws and Regulations, the ASA Technical Rules of Racing, World Para Swimming Rules and Regulations and the Licensing Criteria published by the ASA.
42. Competitors are advised to bring a printed copy of their exception codes from <http://www.swimming.org/swimengland/club-member-check/> with them in case there are any queries.
43. There will be a £3.00 entry and programme charge on the day for spectators. Children under 16 years are admitted free.

#### Schedule of Events

Female	Male	Distance	Stroke	Suggested events for the following classifications
Event 1	Event 2	100m	Freestyle	S1 – S13
Event 3	Event 4	50m	Breaststroke	SB1 – SB3
Event 5	Event 6	200m	Individual Medley	SM5 – SM14
Event 7	Event 8	50m	Backstroke	S1 – S5
Event 9	Event 10	100m	Breaststroke	SB4 – SB14
Event 11	Event 12	200m	Freestyle	S1 – S5 & S14
<b>Short Interval</b>				
Event 13	Event 14	400m	Freestyle	S6 – S13
Event 15	Event 16	150m	Individual Medley	SM1 – SM4 only
Event 17	Event 18	50m	Butterfly	S1 – S7
Event 19	Event 20	100m	Backstroke	S6 – S14
Event 21	Event 22	100m	Butterfly	S8 – S13
Event 23	Event 24	50m	Freestyle	S1 – S13

## Entry Procedure

### Swim England East Region Clubs: Swimmers already classified

Only entries made electronically will be accepted.

All entries from a club shall be consolidated by a club official and made using the Sportsystems Entry Manager Rev 2.0.1059 software freely downloaded at [www.sportsys.co.uk](http://www.sportsys.co.uk)

The Sportsystems Entry Manager Rev 2.0.1059 export file containing submitted entries and full payment shall reach the Entry Administrator not later than **12.00pm Friday 2<sup>nd</sup> March 2018**.

Acknowledgement and acceptance of a correctly submitted entry shall be by publishing an accepted entry listing on the Championship page at [www.eastswimming.org](http://www.eastswimming.org)

To enter an event either enter a time next to the event or where no time is known click the button until it turns Green and Yes appears in the time box.

The email address for the Entry Administrator is [owentries@eastswimming.org](mailto:owentries@eastswimming.org)

All payments should be made by BACS from a club account to:

Account Number: 65226777

Sort Code: 08-92-99.

The payment must be the full fee due.

Entries without the correct fee will be rejected.

Where the Entry Administrator gives agreement for payment by cheque it shall be from a club account and sent to the Finance Administrator at the Regional Office, by the closing date, not the Entry Administrator.

Please ensure the Disability categories and exception codes are correctly recorded.

A "club data form" is available on the East Region website to enable club members to give the appropriate information to their club. Clubs should retain these forms.

Draft entries will be published on the East Region website no later than seven days after the closing date and clubs/swimmers will have seven days to notify the organisers of any errors.

Final accepted entries will be published on the website once all errors have been corrected.

### Non Swim England East Region Clubs: Swimmers already classified

If there are three or more swimmers in the club the 'Swim England East Region Clubs: swimmers already classified' procedure above should be followed.

Otherwise complete and submit the 'Non Swim England East Region' entry form together with payment to arrive by the closing date.

### Swimmers who wish to be considered for classification

Complete and submit the '**Swimmers Classification Consideration Form**' and submit together with full payment to arrive by **12.00pm Friday 2<sup>nd</sup> February 2018**.

## Swim England East Region Swimmers Club Data Form

**THIS FORM IS FOR CLUB USE ONLY.**

**PAPER OR ELECTRONIC VERSIONS MUST NOT BE SENT TO  
SWIM ENGLAND EAST REGION**

The closing date for the entries is **Friday 2<sup>nd</sup> March 2018.**

<b>SURNAME</b>			
<b>FORENAMES</b>		<b>MEMBERSHIP NO</b>	
<b>DATE OF BIRTH</b>		<b>SEX (M/F)</b>	

BS/WPS/INAS /UKSA/UKDS CLASSIFICATION (S1-10, S11-13, S14,S15):

S\_\_\_\_\_ SB\_\_\_\_\_ SM\_\_\_\_\_ **OR** on CLASSIFICATION Waiting List [WL]

**S14 Registration Number:** \_\_\_\_\_ **S15 Registration Number:** \_\_\_\_\_

**Exception Codes:** \_\_\_\_\_

Please indicate which events you wish to enter by submitting times or N/T if you do not have a time next to the appropriate events.

Distance	Stroke	Entry times
50m	Freestyle	
100m	Freestyle	
200m	Freestyle	
400m	Freestyle	
50m	Backstroke	
100m	Backstroke	
50m	Breaststroke	
100m	Breaststroke	
50m	Butterfly	
100m	Butterfly	
150m <b>SM1 – SM4 only</b>	IM	
200m	IM	

**Consent for Photography and Film Footage**

It is intended to take photographs at the event.

I hereby grant/do not grant [delete as applicable] the organiser the absolute right to use the images resulting from photography at the event. This includes any reproductions or adaptations of the images for all general publicity purposes.

Please enter me into the Swim England East Region Para-Swimming Meet 2018.

I declare that I am an eligible competitor as defined by A.S.A. law.

I have read the Event Conditions and agree to abide by them.

Competitors Signature ..... Date .....

Coaches Signature ..... Date .....

Parent/Carer Signature ..... Date .....

To be signed by the parent/guardian of any competitor under the age of 18 years

## Non-Swim England East Region Swimmer Entry Form

**ENTRIES FROM SWIM ENGLAND EAST REGION SWIMMERS**

**USING THIS FORM WILL BE REJECTED**

The closing date for the entries is Friday 2<sup>nd</sup> March 2018

<b>SURNAME</b>			
<b>FORENAMES</b>		<b>MEMBERSHIP NO</b>	
<b>DATE OF BIRTH</b>		<b>SEX (M/F)</b>	
<b>ADDRESS</b>			
<b>POSTCODE</b>			
<b>E MAIL</b>			
<b>PHONE</b>			

BS/WPS/INAS /UKSA/UKDS CLASSIFICATION (S1–10, S11-13, S14,S15):

S\_\_\_\_\_ SB\_\_\_\_\_ SM\_\_\_\_\_ **OR** on CLASSIFICATION Waiting List [WL]

**S14 Registration Number:** \_\_\_\_\_ **S15 Registration Number:** \_\_\_\_\_

**Exception Codes:** \_\_\_\_\_

*Submit completed forms together with a cheque payable to ASA East Region to:*

*Para Swimming Meet 2018*

*9 Meadow View*

*Brundall*

*NORWICH*

*NR13 5RR*



Please indicate which events you wish to enter by submitting times or N/T if you do not have a time next to the appropriate events.

Distance	Stroke	Entry times
50m	Freestyle	
100m	Freestyle	
200m	Freestyle	
400m	Freestyle	
50m	Backstroke	
100m	Backstroke	
50m	Breaststroke	
100m	Breaststroke	
50m	Butterfly	
100m	Butterfly	
150m <b>SM1 – SM4 only</b>	Individual Medley	
200m	Individual Medley	
<b>No: Events entered at £4 per event</b>	<b>Total payment due</b>	£

**Consent for Photography and Film Footage**

It is intended to take photographs at the event.

I hereby grant/do not grant [delete as applicable] the organiser the absolute right to use the images resulting from photography at the event. This includes any reproductions or adaptations of the images for all general publicity purposes.

**Please enter me into the Swim England East Region Para-Swimming Meet 2018.**

**I declare that I am an eligible competitor as defined by A.S.A. law.**

**I have read the Event Conditions and agree to abide by them.**

Competitors Signature ..... Date .....

Coaches Signature ..... Date .....

Parent/Carer Signature ..... Date .....

To be signed by the parent/guardian of any competitor under the age of 18 years

### Swimmers Classification Consideration Form

**THIS FORM IS FOR SWIMMERS ON THE CLASSIFICATION WAITING LIST ONLY**

**The closing date for swimmers wanting to be considered for classification is Friday 2<sup>nd</sup> February 2018**

SURNAME			
FORENAMES		MEMBERSHIP NO	
DATE OF BIRTH		SEC (M/F)	
ADDRESS			
POSTCODE			
E MAIL			
PHONE			

CLASSIFICATION Waiting List [WL]

Please indicate which events you wish to enter by submitting times or N/T if you do not have a time next to the appropriate events.

**Swimmers attending for classification should enter a minimum of two events, made up of one breaststroke event and at least one other from, Freestyle, Backstroke or Butterfly. Two events is a minimum but swimmers may enter up to four events in total.**

Distance	Stroke	Entry times
50m	Freestyle	
100m	Freestyle	
200m	Freestyle	
400m	Freestyle	
50m	Backstroke	
100m	Backstroke	
50m	Breaststroke	
100m	Breaststroke	
50m	Butterfly	
100m	Butterfly	
150m <b>SM1 – SM4 only</b>	IM	
200m	IM	

No: Events entered at £4 per event		Total payment due:	£
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**Consent for Photography and Film Footage**

It is intended to take photographs at the event.

I hereby grant/do not grant [delete as applicable] the organiser the absolute right to use the images resulting from photography at the event. This includes any reproductions or adaptations of the images for all general publicity purposes.

*Submit completed forms together with a cheque payable to ASA East Region to:*

*Para Swimming Meet 2018*

*9 Meadow View*

*Brundall*

*NORWICH*

*NR13 5RR*

**Please enter me into the Swim England East Region Para-Swimming Meet 2018.**

**I declare that I am an eligible competitor as defined by A.S.A. law.**

**I have read the Event Conditions and agree to abide by them.**

Competitors Signature ..... Date .....

Coaches Signature ..... Date .....

Parent/Carer Signature ..... Date .....

To be signed by the parent/guardian of any competitor under the age of 18 years

**COACHES' POOL DECK PASS APPLICATION FORM**

**Sunday 25<sup>th</sup> March 2018**

**Newmarket Leisure Centre, Exning Way, Newmarket, Suffolk, CB8 0EA**

**Name of Club:** \_\_\_\_\_

**Contact e-mail address:** \_\_\_\_\_

<b>Coach Pass</b>	<b>Number</b>	<b>Payment Total</b>
Number of coach passes required at £3.00		

Please print in the spaces below the full names of ALL the coaches and helpers who are likely to use your club's pool deck pass(es). All those you name MUST be current Swim England members.

<b>First Name</b>	<b>Surname</b>	<b>Swim England/loS Membership Number</b>

**Please note:**

- The closing date for applications for coach passes is Friday 16<sup>th</sup> March 2018
- Applications can be made electronically by e-mailing this form to [east@swimming.org](mailto:east@swimming.org) and paying by BACS to:

Sort Code: 08 92 99  
 Account Number: 65226777  
 Account Name: ASA East Region

**Or by sending the form and a cheque made payable to 'ASA East Region' to the Regional Office at:**

Swim England East Region  
 6a Rosemary House, Lanwades Business Park, Kentford, NEWMARKET, CB8 7PN