***NORFOLK COUNTY CHAMPIONSHIPS AND AGE GROUP COMPETITIONS 2023***

***(Held under Swim England Regulations and Technical Rules)***

***Licence numbers TBC***

*Saturday 14th / Sunday 15th January – Distance Events – UEA Sportspark*

*Saturday 28th/ Sunday 29th January – Main Events – UEA Sportspark*

*Saturday 4th / Sunday 5th February – Main Events + Skins + Relays – UEA Sportspark*

**Rules and Conditions**

1. **General**
   1. The Championships will be held under Swim England (SE) Regulations, Technical Rules and to SE Open Meet Licensing Criteria.
   2. Entrants must qualify in accordance with Rule 1 of the Championship Rules, within the rules of Norfolk County ASA and must be registered with SE as a Category 2 swimmer.
   3. The Promoter is Liam Harvey on behalf of Norfolk County ASA. Email [galas@norfolkswimming.org.uk](mailto:galas@norfolkswimming.org.uk) for queries.
   4. A Technical Director will be appointed as soon as entries open. The Technical Director will be a Referee who will then oversee all aspects of the Championships.
   5. *If Liam Harvey is not present, or is required to fulfil another duty, a Meet Director will be appointed and in such circumstances, the Meet Director will act as Promoter.*
   6. The pool is 50m, 8 lanes with anti-wave devices in place and AOE will be used. A secondary strobe for the starting system is available.
   7. The events will be swum in accordance with the attached schedule.
2. **Entries**
   1. The deadline for entries is **Friday 16th December 2022**
   2. The entry fee is £7.00 per event.
   3. Qualifying times for this competition are attached. Entry times must be on the British Rankings Database and from a Licensed Meet at levels 1-4. Long Course converted times are acceptable. The conversion accepted is that built into the Sportsystems software. Submitted times will be used for seeding purposes only. ENTRIES WITHOUT TIMES WILL NOT BE ACCEPTED. Swimmers whose SE Membership Record shows a Disability Class or are in possession of a Certificate of Swimming Disability may enter without achieving the qualifying times stated for their age group. **Times must have been achieved since 1st January 2022.**
   4. Swimmers whose SE Membership Record shows a Disability Class or are in possession of a Certificate of Swimming Disability will also swim under WPS Swimming Rules.
   5. Clubs must submit entries using Sportsystems Entry Manager submitting all entries to Liam Harvey by email by the closing date. Payment to be by BACS to the County Account. Clubs have two business days grace after the closing date to make the payment. After that a charge of 5% of the entry fee due will be made and if payment is not made within one week, the charge will be increased to 10%. Entries will not be accepted until the fee and charge, if due, is paid. The Sportsystems entry file will be available on the County’s website [www.norfolkswimming.org.uk](http://www.norfolkswimming.org.uk).
   6. Swimmers may only enter events of the appropriate age group as listed on the programme of events.
   7. Entries must have been completed correctly, submitted by the specified date and accepted by the promoters for an entry to be valid. The promoters reserve the right to restrict the number of entries by event and/or session in order to meet the SE Open Meet Licensing Criteria. This will be done by rejecting the slower swimmers in each age group first. Disability swimmers will not be rejected.
   8. A list of Received Entries will be published on the County’s website following the deadline. Clubs will then have one week to report any errors. After that a list of Accepted Entries will be published on the website and no further alterations will be made. If payment is not made in accordance with condition 2e, a club’s entries will not appear in the Accepted Entries list.
   9. Competitors age as of 31st December 2023. A junior swimmer shall be a swimmer who has not attained their 17th birthday by 31st December 2023.
   10. A warm-up schedule and procedure will be published on the County’s website before the first session.
3. **Events/Awards**
   1. Swimmers are requested to report to the Marshals at least 1 event prior to their event. For the first event of each session, they should report 10 minutes before it is scheduled to start.
   2. All heats will be seeded according to the submitted entry times (not by age). Results will be declared by the following age groups: 10/11yrs, 12yrs, 13yrs, 14yrs, 15yrs, 16yrs, 17/OV, Championship and Junior Championship.
   3. There will be no finals. all events will be head declared winners.
   4. Medals will be awarded to the top 3 places in each age group. A perpetual trophy and gold medal will be presented to the first placed swimmer in the Championship events (Open and Junior) for each event.
   5. All heats will be spearheaded.
   6. Trophies will be presented to the top three swimmers based on their FINA points score in accordance with the table below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **MENS** | | **WOMENS** | |
| 10/11 Years | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200/400m  200m IM | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200/400m  200m IM |
| 12 Years | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200/400/800/1500m free  Best 200/400m IM | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200m/400m/800/1500m free  Best 200/400m IM |
| 13 Years | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200/400/800/1500m free  Best 200/400m IM | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200m/400/800/1500m free  Best 200/400m IM |
| 14 Years | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200/400/800/1500m free  Best 200m/400m IM | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200/400/800/1500m free  Best 200/400m IM |
| 15 Years | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200/400/800/1500m free  Best 200m/400m IM | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200/400/800/1500m free  Best 200/400m IM |
| 16  Years | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200/400/800/1500m free  Best 200/400m IM | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200/400/800/1500m free  Best 200/400m IM |
| 17/OV  Years | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200/400/800/1500m free  Best 200/400m IM | Sprints  100’s  Form  Free  Medley | Best 50m  Best 100m  Best 200m form stroke  Best 200/400/800/1500m free  Best 200/400m IM |

* 1. Awards will be available for collection approximately 15 minutes after the event has finished. All awards must be collected by the end of each day’s competition. Any uncollected medals will not be given out during subsequent days of competition or given to clubs after the completion of the event.

1. **Withdrawals**
   1. It is the responsibility of the club to advise the gala organisers if they have swimmers not swimming 45 minutes before the first race of each session. This will prevent the gala running with empty lanes. Any deviations from this condition may only be at the discretion of the Promoter and/or Technical Director.
   2. If a swimmer is withdrawing on medical grounds, a medical withdrawal form must be completed and handed to the timing desk before the completion of that session. The Technical Director may require a swimmer who has withdrawn on medical grounds to withdraw from any further events during the same day. No fine will be imposed on medical withdrawals that are accepted by the Promoter.
2. **Refunds/Fines**
   1. Refunds will only be issued where the competition is cancelled, or where there is a significant change to the schedule that results in a change of venue or session for the event entered, meaning that the competitor cannot swim. Refunds for medical withdrawals will only be made where a medical withdrawal form has been completed, submitted before the event(s) concerned and agreed by the Promoter and/or technical Director. Evidence of the medical withdrawal may be requested by the Promoter/Technical Director. This could include a positive PCR test.
   2. Any swimmer not present when required to swim shall incur a £5 penalty
   3. After the championships the club, in whose name the competitor has entered the competition, will be invoiced for the fine and will have 28 days in which to make the payment. Swimmers not present will be identified from the results where “DNC” is recorded, and no medical withdrawal was made within the session. If the payment is not made within the 28 days, the fine will be increased to £25 per DNC and no entries will be accepted from the club for County events until the fine is paid.
3. **Poolside & lunch passes**
   1. Poolside passes must be applied for in advanced using the forms below by the deadline. All coaches and team managers should be registered with Swim England, have the relevant coaching/team manager qualification, in addition to a safeguarding certificate and DBS check that expires after the last day of the Championships.
   2. The county requests that clubs have sufficient coaches/chaperones on poolside to maintain a ratio of 1 per 10 swimmers in a session. Clubs are not permitted to have coaches/chaperones poolside in a session where the 1 per 10 ratio would be exceeded.
   3. There is no fee for poolside passes.
   4. Subject to Covid-19 restrictions, lunch will be provided for 2 coaches/chaperones per club free of charge. Additional lunch passes may be purchased for coaches/team managers at an additional cost of £10 per person per day.
   5. No persons shall be permitted poolside without a poolside pass unless they are a swimmer, official or part of the technical team. All others will be asked to leave and may be refused readmission.
4. **Health & Safety**
   1. All participants must observe the safety precautions in operation at the pool. Norfolk County ASA is not responsible for any loss, damage or injury occurring during this meet.
   2. In response to the COVID safety requirements in place at the time, Norfolk County ASA reserves the right to make any changes to these conditions that are necessary to comply with changing COVID guidance or restrictions. Should they be necessary, such changes will be published on the county website.
5. **Other**
   1. The promoter reserves the right to refuse admission to any competitor, coach or spectator. Anything not covered in the above rules will be at the discretion of the Technical Director and Promoter, who also reserves the right to make any changes that may be considered necessary for the smooth, effective, and safe running of the meet.
   2. The Data Protection Act 2018 requires us to provide you with certain information and to obtain your consent before processing data about you. Processing includes obtaining, recording, holding, disclosing, destruction or retaining information. We require certain personal data for the purposes of making entries to the competition, managing the meet and the submission of results to Rankings. The information provided by you will be processed in accordance with the Data Protection Act 2018. Consent to process such personal data is deemed to have been given by the submission of the entry. Where the personal data of competitors, officials and coaches/team managers has been passed to us by a third party such as a club rather than by the individuals themselves, we rely on the third party to ensure that consent has been obtained. Further information can be found in our Data Privacy Statement found [here](http://www.norfolkswimming.org.uk/assets/files/NCASA%20Privacy%20Notice%20-%20Swim%20Meets.pdf).
   3. The Promoter reserves the right to decide on any point not covered by these conditions and to make any changes necessary for the smooth running of the gala. Any changes will be agreed with the Technical Director and be within SE Regulations, Technical Rules and the SE Open Meet Licensing Criteria.
6. ***Entry procedure***
   1. All entries from a club shall be consolidated and submitted electronically. ONE electronic payment or cheque shall be made as a consolidated payment of all the entries. Download and install the SPORTSYSTEMS Entry Manager V2.0 from www.sportsys.co.uk. If you have previously installed this program, ensure you check and download the latest version by using the ‘Check for Updates’ option.
   2. Only files exported from Sportsystems Entry Manager will be accepted. Files generated by other software or systems will not be accepted.
   3. Full instructions can be found within the program under Help and a quick start video is also available on the SPORTSYSTEM website. The only way to enter individual times is by using the ‘Get Times’ button ensuring the entered time satisfies the entry conditions. No other method of providing times will be accepted. Times retrieved from British Swimming (BS) rankings that do not satisfy the qualification time will be flagged with a yellow ‘N’ swim button. Times which satisfy the qualification time are shown with a green ‘Y’ swim button. Click any unrequired green ‘Y’ swim buttons.
   4. Clubs entering Swimmers whose SE Membership Record shows a Disability Class or are in possession of a Certificate of Swimming Disability should identify the correct S, SB & SM sport class in the drop-down boxes, if applicable. For an event to be entered, the swim button must be green ‘Y’. Any events flagged yellow ‘N’ from times retrieved from BS rankings will require the swim button clicked until it changes to green ’Y’ and the entry time shows ‘YES’ The Entry Administrator will convert these ‘YES’ entry times to the times in BS Rankings, detail the times you believe meet the requirements in the e mail submitting the entry. Note: if, after saving a swimmer’s entry, the entry is reopened for editing, you must ensure any events entered have the swim button set to ‘Y’ again before saving.
   5. Use the report feature to calculate the total cost of your entries. Your payment should NOT be different than this calculated amount. After completing your entries, generate the export file as described in the help section and attach to an e-mail. Your e-mail will be acknowledged.
7. **Skins events**
8. There will be two Skins events per gender, 10 to 13-year-olds and 14 and over. The eight fastest swimmers plus two reserves from swimmers aged 10 to 13 and swimmers aged 14 and over in the 200m IM will automatically be entered into the Skins event.
9. The names of the fastest eight swimmers and a maximum of two reserves from swimmers aged 10 to 13 and swimmers aged 14 and over will be announced as soon as possible after the completion of the 200m IM heats. In the event of a need for a swim off this will take place at the end of the heats.

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| **Norfolk County Championships 2023 - Schedule of Events** | | | | | | | | | |
|  | | | | | | | | | |
|  | | **Weekend 1** | | | | | |
|  | | **Day 1 – 14th January 2023** | | | **Day 2 – 15th January 2023** | | |  | |
|  | | ***Session 1 – WU 8:30am*** | | | ***Session 2 – WU 8:30am*** | | |  | |
|  | | 101 | Womens 12/OV 800m Free | | 201 | Mens 12/OV 800m Free | |  | |
|  | | 102 | Mens 12/OV 1500m Free | | 202 | Womens 12/OV 1500m Free | |  | |
|  | | | | | | | | | |
| **Weekend 2** | | | | | | | | | |
| ***Day 3 – 28th January 2023*** | | | | | ***Day 4 – 29th January 2023*** | | | | |
| ***Session 3 – WU 8:30am*** | | ***Session 4 – WU TBA*** | | | ***Session 5 – WU 8:30am*** | | | ***Session 6 – WU TBA*** | |
| 301 | Womens 200m Free | 451 | | Mens 200m Free | 501 | | Mens 12/OV 400m Medley | 651 | Womens 400m Free |
| 302 | Mens 100m Breast | 452 | | Womens 100m Breast | 502 | | Womens 50m Free | 652 | Mens 50m Free |
| 303 | Womens 50m Fly | 453 | | Mens 50m Fly | 503 | | Mens 100m Fly | 653 | Womens 100m Back |
| 304 | Mens 50m Back | 454 | | Womens 50m Back | 504 | | Womens 200m Breast | 654 | Mens 200m Breast |
| 305 | Womens 200m Medley | 455 | | Mens 200m Medley |  | |  |  |  |
| **Finals** | | | | | | | | | | **Finals** |
| Finals | Mens 100m Breast | Finals | | Womens 100m Breast | Finals | | Mens 100m Fly | Finals | Womens 100m Back |
| Finals | Womens 50m Fly | Finals | | Mens 50m Fly | Finals | | Womens 50m Free | Finals | Mens 50m Free |
| Finals | Mens 50m Back | Finals | | Womens 50m Back |  | |  |  |  |

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| **Weekend 3** | | | | | | | |
| ***Day 5 – 4th February 2023*** | | | | ***Day 6 – 5th February 2023*** | | | |
| ***Session 7 – WU 8:30am*** | | ***Session 8 – WU TBA*** | | ***Session 9 – WU 8:30am*** | | ***Session 10 – WU TBA*** | |
| 701 | Womens 12/OV 400m Medley | 851 | Mens 400m Free | 901 | Mens 200m Back | 151 | 14/OV Womens Skins |
| 702 | Mens 100m Back | 852 | Womens 100m Free | 902 | Womens 100m Fly | 152 | 14/OV Mens Skins |
| 703 | Womens 50m Breast | 853 | Mens 50m Breast | 903 | Mens 100m Free | 153 | 10-13yrs Womans Skins |
| 704 | Mens 200m Fly | 854 | Womens 200m Fly | 904 | Womens 200m Back | 154 | 10-13yrs Mens Skins |
|  |  |  |  |  |  |  |  |
| **Finals** | | | | | |  | Relay Gala |
| Finals | Womens 50m Breast | Finals | Mens 50m Breast | Finals | Mens 100m Free |  |  |
| Finals | Mens 100m Back | Finals | Womens 100m Free | Finals | Womens 100m Fly |  |  |
|  |  |  |  |  |  |  |  |

**NORFOLK COUNTY CHAMPIONSHIPS AND AGE GROUP COMPETITIONS 2023**

QUALIFYING TIMES – AGE AT 31st DEC 2023

***Mens Short Course QT***

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| EVENT | | **10 & 11** | **12** | **13** | **14** | **15** | **16** | **17/OV** |
| 50m | Freestyle | 46.57 | 40.37 | 37.10 | 35.19 | 30.91 | 30.22 | 28.54 |
| 100m | Freestyle | 01:46.71 | 01:29.07 | 01:22.19 | 01:19.06 | 01:08.72 | 01:05.92 | 01:01.45 |
| 200m | Freestyle | 03:51.00 | 03:17.36 | 03:05.03 | 02:52.51 | 02:36.22 | 02:27.22 | 02.22.50 |
| 400m | Freestyle | 07:30.00 | 07:04.34 | 07:34.19 | 06:37.57 | 05:45.00 | 06:18.58 | 04:49.09 |
| 800m | Freestyle |  | 12:40.00 | 11:30.00 | 10:40.00 | 10:00.00 | 09:55.00 | 09:30.00 |
| 1500m | Freestyle |  | 24:30.00 | 23:00.00 | 20:40.00 | 20:00.00 | 19:30.00 | 18:40.00 |
| 50m | Breaststroke | 1:05.56 | 54.60 | 50.25 | 48.34 | 43.07 | 43.40 | 38.23 |
| 100m | Breaststroke | 02:19.09 | 01:58.94 | 01.52.97 | 01:41.03 | 01:32.24 | 01:34.81 | 01:30.10 |
| 200m | Breaststroke | 04:50.00 | 04:02.48 | 03:48.03 | 03:24.09 | 03:31.42 | 03:05.39 | 03:01.13 |
| 50m | Butterfly | 1:09.50 | 51.47 | 44.40 | 43.66 | 35.28 | 36.69 | 30.76 |
| 100m | Butterfly | 02:05.44 | 01:42.30 | 01:37.20 | 01:33.10 | 01:25.70 | 01:21.16 | 01:14.50 |
| 200m | Butterfly | 04:20.00 | 04:08.20 | 03:59.17 | 03:29.07 | 03:19.77 | 03:15.40 | 02:45.00 |
| 50m | Backstroke | 55.00 | 48.12 | 44.35 | 41.62 | 37.09 | 37.69 | 33.69 |
| 100m | Backstroke | 01:52.35 | 01:47.12 | 01:33.75 | 01:29.57 | 01:18.71 | 01:19.72 | 01:13.30 |
| 200m | Backstroke | 03:59.00 | 03:35.49 | 03:14.62 | 03:03.87 | 02:53.50 | 02:46.29 | 02:39.00 |
| 200m | IM | 04:08.00 | 03:58.10 | 03:36.69 | 03:14.00 | 02:57.72 | 02:49.74 | 02:31.07 |
| 400m | IM |  | 07:48.00 | 07:28.26 | 06:05.35 | 06:00.00 | 05:55.63 | 05:50.55 |

***Womens Short Course QT***

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| EVENT | | **10 & 11** | **12** | **13** | **14** | **15** | **16** | **17/OV** |
| 50m | Freestyle | 49.63 | 40.94 | 35.91 | 34.44 | 32.66 | 32.31 | 32.14 |
| 100m | Freestyle | 01:48.28 | 01:25.34 | 01:18.16 | 01:13.19 | 01:09.69 | 01:08.41 | 01:09.82 |
| 200m | Freestyle | 03:50.00 | 03:23.50 | 02:59.26 | 02:34.57 | 02:28.37 | 02:29.25 | 02:27.84 |
| 400m | Freestyle | 07:30.00 | 07:00.00 | 06:30.00 | 05:50.58 | 05:46.32 | 05:18.88 | 05:15.98 |
| 800m | Freestyle |  | 12:30.00 | 11:20.00 | 10:40.00 | 10:20.00 | 10:10.00 | 10:00.00 |
| 1500m | Freestyle |  | 25:00.00 | 22:00.00 | 20:50.00 | 20:00.00 | 20:00.00 | 19:50.00 |
| 50m | Breaststroke | 01:11.75 | 53.53 | 44.53 | 39.85 | 38.41 | 37.62 | 43.55 |
| 100m | Breaststroke | 02:25.00 | 01:57.18 | 01:41.03 | 01:36.10 | 01:34.53 | 01:31.88 | 01:34.52 |
| 200m | Breaststroke | 04:40.00 | 04:14.83 | 03:38.90 | 03:26.34 | 03:21.13 | 03:09.36 | 03:17.15 |
| 50m | Butterfly | 54.81 | 48.23 | 44.86 | 37.92 | 34.98 | 32.81 | 36.08 |
| 100m | Butterfly | 02:03.56 | 01:51.48 | 01:43.79 | 01:30.91 | 01:28.53 | 01:23.28 | 01:24.53 |
| 200m | Butterfly | 04:15.00 | 03:55.00 | 03:44.18 | 03:36.56 | 03:03.10 | 02:54.22 | 03:02.81 |
| 50m | Backstroke | 59.68 | 47.93 | 42.62 | 39.72 | 39.40 | 38.10 | 37.94 |
| 100m | Backstroke | 01:56.50 | 01:36.21 | 01:29.81 | 01.23.91 | 01:20.28 | 01:21.07 | 01:23.40 |
| 200m | Backstroke | 03:52.30 | 03:37.50 | 03:11.04 | 03:03.80 | 02:45.88 | 02:52.69 | 02:50.18 |
| 200m | Medley | 04:03.00 | 03:53.34 | 03:23.74 | 02:56.80 | 02:53.49 | 02:49.29 | 02:50.13 |
| 400m | Medley |  | 07:20.00 | 06:53.50 | 06:19.09 | 06:05.00 | 05:55.00 | 05:59.89 |

Entry times must be on the Rankings Database and from a Licensed Meet at levels 1-4. Long Course converted times are acceptable. The conversion accepted is that built into the Sportsystems software. Times must have been achieved between 1st January 2022 and the closing date.

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| **Norfolk County Championships & Age Groups 2023** | | | | | |
| **CLUB DATA CAPTURE FORM** | | | | | |
| **SURNAME:** |  |  | |  |  |
| **Forename:** |  |  | **SE Reg No:** |  |  |
| **Date of birth:** |  | | **Sex (M/F)** |  |  |
| Please enter your entry times for the events in which you wish to compete, on the appropriate line below. | | | | | |
| **The County Closing date for the events below is on Friday 16th December 2022.** | | | | | |
| **We require your form by to enable us to process the entry in time.** | | | | | |
|  |  |  |  |  |  |
| **50m** | **Freestyle** |  | **Notes:** |  |  |
| **100m** | **Freestyle** |  | Swimmers must have achieved the qualifying times to enter the competition. | | |
| **200m** | **Freestyle** |  |
| **400m** | **Freestyle** |  |
| **800m** | **Freestyle** |  |  |  |  |
| **1500m** | **Freestyle** |  |  |  |  |
| **50m** | **Backstroke** |  |  |  |  |
| **100m** | **Backstroke** |  |  | | |
| **200m** | **Backstroke** |  |  |  |  |
| **50m** | **Breaststroke** |  |  | | |
| **100m** | **Breaststroke** |  |  |  |  |
| **200m** | **Breaststroke** |  |  |  |  |
| **50m** | **Butterfly** |  |  |  |  |
| **100m** | **Butterfly** |  |  |  |  |
| **200m** | **Butterfly** |  |  |  |  |
| **200m** | **Medley** |  |  | | |
| **400m** | **Medley** |  |  |  |  |
|  |  |  |  |  |  |
| **No: Events entered at £7 per event** | |  |  |  |  |
|  |  | **Total payment due £** |  |  |  |
|  |  |  |  |  |  |
| *Submit completed forms with correct money to your club. Payment should be made to your club as they will make a bulk payment for all their entries.* | | | | | |
|  |  |  |  |  |  |
| Please enter me into the Norfolk County ASA Championships | | |  |  |  |
| I declare that I am an eligible competitor as defined by SE regulations, and by the rules of Norfolk County ASA and that I have reached the standard of the Swim England competitive start award. | | | | | |
|  | | |  |  |  |
| I also agree to abide by the promoter’s conditions and County rules for these galas. | | | |  |  |
| Signed |  |  |  |  |  |
| ***PLEASE KEEP A COPY OF YOUR ENTRY FORM FOR REFERENCE.*** | | | | | |

**Poolside Pass Application**

Poolside passes must be applied for in advanced using the forms below by the deadline. All coaches and team managers must be Swim England members, have the relevant coaching/team manger qualification, a safeguarding certificate and DBS check that expires after the last day of the Championships

The county requests that clubs have sufficient coaches/chaperones on poolside to maintain a ratio of 1 per 10 swimmers in a session. Clubs are not permitted to have coaches/chaperones poolside in a session where the 1 per 10 ratio would be exceeded.

* 1. No persons shall be permitted poolside without a poolside pass unless they are a swimmer, official or part of the technical team. All others will be asked to leave and may be refused readmission.

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| --- | --- | --- | --- |
| **Name** | **SE Membership No** | **DBS Expiry** | **Safeguarding Expiry** |
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By submitting this form ………………………………………………Swimming Club confirms that the individuals listed above have the relevant coaching/team manger qualification, a safeguarding certificate and DBS check that expires after the last day of the Championships

**Lunch Pass Application**

* 1. Subject to Covid-19 restrictions, lunch will be provided for 2 coaches/team managers per club free of charge. Additional lunch passes may be purchased for coaches/team managers at an additional cost of £10 per person per day. Please indicate in the yellow boxes below, how many extra lunch passes you require at £10 each.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sat 28th January 2023 | | | Sun 29th January 2023 | | |
| 2 lunch passes @ £0.00 |  | extra @ £10 | 2 lunch passes @ £0.00 |  | extra @ £10 |
| Sat 4th February 2023 | | | Sat 5th February 2023 | | |
| 2 lunch passes @ £0.00 |  | extra @ £10 | 2 lunch passes @ £0.00 |  | extra @ £10 |

Please list any dietary requirements for any of your coaches/team managers below