



## SWIM ENGLAND ESSEX AGE GROUP CHAMPIONSHIPS 2024

13<sup>th</sup> - 15<sup>th</sup> January 2024 1ER240054

23<sup>rd</sup> - 25<sup>th</sup> February 2024 1ER240055

London Aquatic Centre, London E20 2AQ

### 1. GENERAL CONDITIONS

- 1.1 The Championships shall be held under the relevant World Aquatic/Swim England Technical and Judicial Rules/Laws.
- 1.2 The Championships shall be open to all bona fide members of Clubs affiliated to the Swim England Essex Swimming Association and who achieve the relevant Entry Time. If a competitor is a member of more than one affiliated club, then the club named on the first entry of the year shall be that competitor's declared club for the Championships.
- 1.3 Protests shall be made and dealt with in accordance with the Swim England Regulations. The Promoter, Helen Stephens, Swim Manager Swim England Essex, can be contacted at:  
[swimmingmanager@essexswimming.org](mailto:swimmingmanager@essexswimming.org)
- 1.4 Should the Meet Promoter not be present at the event, the Meet Director will deputise as the Meet Promoter.
- 1.5 All participants must observe the safety precautions in operation at the venue.
- 1.6 Swim England Essex will not be responsible for any loss or damage occurring during these Championships.
- 1.7 Any swimmer failing to comply with any of these conditions shall not be allowed to compete in these Championships.
- 1.8 The Data Protection Act 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 purpose of making entries to the Championships, 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 an entry to the Championships. 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.

### 2. ENTRIES

- 2.1 For age group purposes a swimmer's age is their age on the 31<sup>st</sup> December 2024.
- 2.2 Age groups are 10/11yrs, 12yrs, 13yrs, 14yrs, 15yrs, 16yrs, 17yrs, 18yrs & over for all events except the 800m and 1500m freestyle and the 400m IM when there will be no events for 10/11yrs.



2.3 The long course entry time is fixed for individual events. Swimmers may enter any events for which they have achieved a qualifying time no earlier than 01/09/2022. All Entry Times are LONG COURSE but conversions from short course is allowed. The closing date for entries to all events is midnight on **Tuesday 19<sup>th</sup> December 2023**. All times used for entry into the Championships must be verifiable on the British Rankings (Levels 1-4).

2.4 Entries for the Championships must be made via the website:

[www.swimmingresults.org](http://www.swimmingresults.org)

The Online Entry System will automatically download the current Ranked Time for each swim, converted for long-course. The Club Official making the entries will be unable to alter these times. Entries will open on **1<sup>st</sup> October 2023**. Received entries will be published on a summary list immediately following their receipt.

2.5 Entries will be made using Female and Open/Male categories. These new competition categories follow the Swim England Transgender and Non-binary Competition Policy dated 1<sup>st</sup> September 2023. The Female category is for birth sex females in accordance with the Swim England Transgender and Non-Binary Competition Policy. By entering the 'Female' category, a swimmer confirms that their birth sex is female.

2.6 The event Promoter has the authority to adjust the number of entries accepted to ensure the smooth running of the Championships. If it is necessary to reject entries the slowest entries will be rejected first.

### 3. FEES

3.1 Entry fees are: **£10** for 50m, 100m, 200m and 400m events and **£15** for the 800m and 1500m events.

3.2 Entry Fees are required to be paid, before any entries can be accepted, on completion of the Online Entry Process.

3.3 Spectator fees are **£10** per session. Spectators' tickets will be available ONLINE ONLY from **1<sup>st</sup> January 2024**. **TICKETS WILL NOT BE AVAILABLE TO PURCHASE ON THE DOOR**. Spectator's tickets are non-refundable.

3.4 Swim England Essex will restrict access to the spectator seating to comply with safety requirements.

### 4. AWARDS

4.1 Awards will be given to all swimmers placed 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> in a final or Heat Declared Winner event.

4.2 Pennants will be available for those swimmers placed 4<sup>th</sup> to 10<sup>th</sup> in an event final.

4.3 Cups will also be presented.

### 5. WARM-UP/SWIM DOWN



- 5.1 A warmup procedure and warm-up time will be published on the Swim England Essex website one week before the meet. If time allows, a warm down period will be announced at the end of each session. Coaches/team managers will be held responsible for the conduct of their swimmers during these periods.

## 6. EVENTS

- 6.1 There will be a final for each age group in 50m and 100m events. All other events will have Heat Declared Winners. If a swimmer does not achieve the entry time in an event, they will not be eligible to swim in the event final.

- 6.2 If a swimmer/team is not going to swim in a heat they must email:

<https://forms.gle/CtjYeASh6mN6uNtbA>

of their intention to withdraw no later than:

- 6pm on Thursday evening for Friday events;
- 6pm on Friday evening for Saturday events; and
- 12 noon on Saturday for Sunday events.

*Please note that this link cannot be used to withdraw from finals.*

- 6.3 The names of finalists and reserves will be announced and published. Withdrawals must be made to the recorder within 15 minutes of the announcement. At the end of this period reserves may ask the results recorder whether they are required for the final or can be stood down.
- 6.4 There shall be not less than a 15-minute interval between the last heat of any event and the final of that event. Finalists including reserves who intend to withdraw must inform the Recorders no later than 15 minutes after the heat result has been published. Withdrawals after the 15-minute deadline may only be made on medical grounds.
- 6.5 Failure to comply with these conditions shall result in a £10 fine per swimmers per event, which will be invoiced to the club at the end of the day. This invoice must be paid in full before the competitor/club competes at any further Essex Championships.
- 6.6 Ten (10) lanes will be used for both heats and finals.

## 7. REFUNDS

- 7.1 Refunds will only be issued where the Championship 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 will not be made where there are withdrawals on medical grounds.

## 8. PHOTOGRAPHY AND SAFEGUARDING

- 8.1 No photography or filming of any kind is permitted in the changing rooms, showers, or toilets. Anyone contravening this requirement will be required to leave the facility without a refund. Swimmers are not allowed to use their mobile phones on poolside or in the changing rooms.



8.2 Everyone attending the competition are advised to exercise reasonable care when taking photographs or recording videos, particularly with regards to sharing images on social media. Wavepower guidance should always be followed.

8.3 Safeguarding concerns should be reported to the Promoter. If the concerns relate to the conduct of the Promoter, a report should be made to the Essex Welfare Officer at:

[welfareofficer@essexswimming.org](mailto:welfareofficer@essexswimming.org)

or to a member of the Essex Management Board.

8.4 To adhere to Swim England's new policy on club supervision ratios for under 18 years, the following table indicates the minimum number of coach and team manager passes required for this meet.

Number of Athletes	Minimum supervisory roles required	Minimum number of coaches (one must be qualified to a minimum of level 2 coach equivalent)	Minimum of Team Managers (all TM1 qualified as a minimum)
Up to 10	2	1	1
20	3	1	2
30	4	2	2
40	4	2	2
50	5	2	3
60	6	3	3

## 9. COACHES AND TEAM MANAGER POOL DECK PASSES

9.1 To meet Swim England's club supervisory policy, clubs must ensure the minimum supervisory staff are present on poolside throughout the whole competition, see point 11.4.

9.2 Coach and Team Manager passes cost **£20** per day. Food and refreshments are included. Passes are available via the Swim England Essex website.

9.3 Passes will be issued in the name of the designated coach or team manager. Passes must be downloaded, printed, and always worn during the championships in a prominent place whilst in the designated area. Coaches and Team managers without passes on display will be asked to leave poolside and may be refused readmission.

**9.4** Passes may only be used by the designated coaches and Team Managers named on the online entry, all of whom must be Swim England members. **All coaches and team managers must have a current DBS certificate and have undertaken a safeguarding Course.**

9.5 All swimmers aged 16 years and under must be under the supervision of a pass holder during the warmup, competition and in the vicinity of the pool.

9.6 Passes may only be used when there are swimmers from your club competing in the relevant session. If too many coaches and team managers are present on poolside for a particular club, based on the ratios stated above, the club, including all athletes, will forfeit their participation in that session without a refund.



## **9.7 PASSES CANNOT BE OBTAINED ON THE DAY OF COMPETITION.**

## **10. OTHER INFORMATION**

- 10.1 A secondary strobe light will be in use at these Championships.
- 10.2 Any matter arising not covered by these conditions, shall be determined by the Promoter and Technical Director.
- 10.3 Any information included in the entry pack, including information published separately on the Essex Swimming website, shall be regarded as part of the General Conditions.

## **11. PARA-SWIMMING CONDITIONS**

- 11.1 Please note these conditions are supplementary to the general conditions for the County Championships.

## **12. EVENTS**

<b>Event</b>	<b>Classifications</b>
50m Freestyle	S1 – S14
100m Freestyle	S1 – S14
200m Freestyle	S1 – S5 + S14
50m Butterfly	S1 – S7
100m Butterfly	S8 – S14
50m Backstroke	S1 – S5
100m Backstroke	S1 – S14
50m Breaststroke	SB1 – SB3
100m Breaststroke	SB4 – SB14
200m IM	M5 – SM14

## **13. ELIGIBILITY**

- 13.1 All competitors must have an authorized British Swimming or WPS Swimming classification, which is held on the British Swimming classification database at the time of entry.
- 13.2 All competitors must be registered as members of a swimming club affiliated to one of Swim England, Scottish Swimming or Swim Wales at the time of entry.
- 13.3 Para-swimmers will compete in their own age group as listed in Championship Conditions.
- 13.4 Medals shall be awarded to the top three British Para-Swimming point scorers in each event, irrespective of age. Medals shall be awarded during the relevant session that the event has taken place.
- 13.5 A competitor may have both a coach and support staff in attendance providing they have an exception code A, Y, or T recorded on their Swim England Membership Record. All coaches and support staff will be required to apply for a poolside pass.



#### **14. ENTRY SYSTEM**

14.1 Para-swimmers must send a covering email to the Event Manager, Lyndsey Motin at:

[essexswimming@btopenworld.com](mailto:essexswimming@btopenworld.com)

to enter these Championships. In your email you MUST include the swimmers Swim England number and time for each event. Para-swimmers cannot enter online.

14.2 Any competitor who achieves the non-Para–Swimming entry time for an event not on the list above and wishes to enter that event should do so on the open entry system for that event only.

14.3 Qualification times will be provided by Carl Cooper.