



Swim England East Region Short Course Championships

1-3 November 2024

2ER241557

Inspire Luton Sports Village

Held under Swim England Regulations and Technical Rules



GENERAL CONDITIONS

1. Regional Short Course Swimming Championships shall be competed for annually and subject to any standard the Regional Swimming Leadership Group may impose. The Championships shall be open to any member of a club affiliated to the Swim England East Region who is eligible within the meaning of Swim England Regulations.
2. Any swimmer failing to comply with any of the conditions shall not be allowed to compete in the championship.
3. The event will be licensed as a level 2 meet and will comply with the Swim England Open Meet Licensing Criteria. A secondary strobe light will be available for use during these championships.
4. Protests shall be made and dealt with as detailed in Swim England Regulations. The promoter is Tom Baster, Swimming Manager, Swim England East Region, who can be contacted at swimming@eastswimming.org.
5. All participants must observe the safety precautions in operation at the venue.
6. Swim England East Region will not be responsible for any loss or damage occurring during this meet.
7. **Entries**
 - 7.1 A swimmer entered in the name of one club in the individual events may not compete in the name of another club in the team events. A swimmer must be a Swim England Category 2 member, a member of the club in whose name he/she/they are entered and must have been registered as such, with Swim England, prior to the entry closing date of the competition.
 - 7.2 Entry times for all individual events must be taken from Swim England rankings on or before the closing date and shall have been achieved in meets licensed at Level 1, 2 or 3 by Swim England or the Scottish Swimming or Swim Wales equivalents from 1 January 2023 to the closing date, which is midnight on **Wednesday 16th October 2024**. Subsequent improved times will not be accepted.
 - 7.3 Championship entries must be made using the online entry system. Para Swimmers have their own online entry system.
 - 7.4 Submission of entries will be regarded as full acceptance and agreement to all conditions within this entry pack.
 - 7.5 Entries must be made by the entry closing date. Late entries will not be accepted.
 - 7.6 Entrants may not compete in a like championship of any other Swim England Region; this includes relay swimmers.
 - 7.7 Acknowledgement and acceptance of a correctly submitted entry shall be by publishing a received entries listing on the Championship page at www.eastswimming.org. Interested parties will have 7 days from the date that entries are posted on the website to check the received entries report and errors, after which a final accepted entries list will be published and no further corrections allowed.
 - 7.8 Dependent on the number of entries, the promoter reserves the right to reject entries to achieve what is believed to be the best compromise between the events. If it is necessary to reject entries the slowest entries will be rejected first.
 - 7.9 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.
 - 7.10 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.
8. **Fees**
 - 8.1 Entry fees are **£9.00** per event and **£12.00** per event for team races.
 - 8.2 The Region is currently planning to admit spectators, an admission fee of £5 per heat session will apply. There will be no charge for finals sessions.
 - 8.3 If it becomes necessary, Swim England East Region will restrict access to the spectator seating to comply with safety limits.
9. **Access to Poolside**
 - 9.1 No coach or swimmer may access poolside more than 30 minutes before the commencement of the first warm up session on each day.
 - 9.2 Access to poolside and the changing village is restricted to competitors for the session, coaches with coach passes, technical officials and appointed volunteers.
 - 9.3 No additional equipment, such as chairs or treatment tables, may be brought onto poolside.



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10. Warm Up

- 10.1 Friday 1st November 2024 – warm up will commence 30 minutes before the session start time.
- 10.2 Saturday 2nd and Sunday 3rd November 2024 - for heat sessions, warm up will commence 45 minutes before the session start time. For final sessions, warm up will commence at least 20 minutes before the session start time.
- 10.3 As these are short course championships, the boom will be in place, and there will be continuous swim down in the non-competition pool.
- 10.4 Details of the warm-up and swim down procedures will be published on the Swim England East Region website one week before the event.

11. Events

- 11.1 There is one qualifying time for each individual event, which is open to all age groups. There are no relay qualifying times.
- 11.2 All events shall have finals except the 400m, 800m and 1500m Freestyle and the 400m I.M. which shall be timed finals, as are all team events. Each final shall have a maximum of two reserves declared.
- 11.3 Where required by the Promoter, team declaration forms shall be submitted to the recorder at least one hour before the start of the competitive session in which the event is scheduled to take place.

12. Withdrawals

- 12.1 **Heats and Team Events** - Once an entry is accepted a competitor shall swim or give notice of withdrawal. Details of the withdrawal system will be published in the final information pack.
- 12.2 **Finals** - 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 recorder whether they are required for the final or can be stood down.
- 12.3 Unless notice of withdrawal has been given to the recorders within 15 minutes of the publication of the heat results, all finalists shall report to the Clerk of the Course for the final. Withdrawals after the 15 minute deadline may only be made on medical grounds.

13. Awards

- 13.1 The first three swimmers in event shall each receive medals. Trophies may be awarded for some events.

14. Photography

- 14.1 All persons attending these championships should exercise reasonable caution when using cameras and other such image-capturing devices, adhering to the guidance offered in Wavepower at all times.
- 14.2 No photography is permitted in changing rooms.
- 14.3 These policies will be vigorously enforced and any person found to be contravening them will be asked to leave the gala without refund.

General

- 15. Any question arising, for which these conditions do not provide, shall be determined by the Swimming Committee.
- 16. Any information included in the entry pack (including information published separately on the Swim England East Region website) shall be regarded as part of the General Conditions.
- 17. Any in-venue safeguarding, child protection or general behaviour concerns relating to any person attending the meet should be reported as soon as possible to the Promoter. If the concerns relate to the conduct of the Promoter, the report must be made to a member of the Swim England East Region Board of Directors or Regional Operations Committee. If the concerns are reported after the event they can be made to the Swim England East Region Welfare Officer. The Swim England East Region Welfare Officer can be contacted via welfare@eastswimming.org



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Para-Swimming Championships Conditions

Please note that these supplementary conditions are to be adhered to together with the general conditions for the Regional Championships.

1. The Events:

Event	Classifications
50m Freestyle	S1 – S14
100m Freestyle	S1 – S14
200m Freestyle	S1 – S5 + S14
400m Freestyle	S6 – S14
50m Butterfly	S1 – S7
100m Butterfly	S8 – S14
50m Backstroke	S1 – S5
100m Backstroke	S6 – S14
50m Breaststroke	SB1 – SB3
100m Breaststroke	SB4 – SB14
200m IM	SM5 – SM14

2. Eligibility

The above events in the Championships are open to competitors whose Swim England Membership Record includes the relevant Para-Swimming Sport Class, as shown above.

3. Accreditation

Coaches and support staff must have an accreditation. A competitor may have both a coach and, in cases of documented need, support staff in attendance. All coaches, team managers and support staff/chaperones will be required to obtain a poolside pass in advance of the competition via the online system.

4. Medals

Medals shall be awarded on a multi-class timed final basis, to 1st, 2nd and 3rd placed competitors, based on the British Para-Swimming Points System.



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Information about Coach/Team Manager Pool Deck Pass

- All coaches and team managers planning to be on poolside at Regional Championships must apply for a Coaches' Deck Pass via the online system for each weekend of the Championships. There are no annual coach passes.
- It is the responsibility of the club to ensure that the coaches and team managers named have been DBS checked and have current Swim England or IoS membership. They must also have the relevant Swim England Coaching or Team Manager qualification, and have a valid in-date safeguarding certificate, all of which shall be logged on their Swim England Membership record.
- Passes must be printed in advance of the competition.
- Clubs must not exceed the supervision ratios given in the latest edition of Wavepower, in respect of coaches or Team Managers. Excessive numbers of coaches and team personnel may result in the club being removed from the competition.
- Where an athlete has documented additional needs, a chaperone pass may be granted by writing to the Promoter. Chaperone passes are only granted to Swim England members with in-date DBS and safeguarding certification registered with on the Swim England database.
- Passes are free of charge
- All swimmers aged 16 years and under must be under the supervision of a pass holder during the warm up, competition and in the vicinity of the pool
- Passes may only be used when there are swimmers from the club on deck.
- Passes must be worn in a prominent place whilst on the pool deck, or be available for immediate inspection. Coaches, Team Managers and Chaperones without passes on display will be asked to leave and may be refused readmission. When a chaperone is asked to leave poolside, the athlete in their care must also accompany them.
- Details of any refreshment arrangements, for which there will be an additional cost, will be provided nearer the time. Details of any proposed arrangements will be published when entries open in mid-September.

**As passes cannot be purchased on the day of competition,
clubs should download their passes in good time.**



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