



Rushmoor Royals Winter L3 Long Course Open Meet
25th and 26th November 2023
Aldershot Garrison

License number: 3SE231747

Winter FCFS L3 Long Course Open Meet 2023
Promoter's Conditions

- Venues:** The pool length is 50 metres, 8 lanes with anti-turbulence lane dividers and Omega electronic timing. The minimum pool depth is 2 metres. The facility does not have secondary starting strobe or backstroke ledges.
- Affiliations:** Rushmoor Royals SC (RRSC) is affiliated to Swim England South East Region and the meet will be held under Swim England Laws and Swim England Technical Rules. The competition will operate under the 'One Start Rule', and in the interests of time, 'Over the top' starts may operate at the discretion of the referee.
The meet is licensed at Level 3, being held on 25th and 26th November 2023 under licence number 3SE231747.
- Age Groups:** **The age groups are: 9, 10, 11, 12, 13, 14, 15, 16 and 17/over.**
Ages as of 26th November 2023.
- Swimmers must be 9 years of age or older on the day of the competition. Swimmers must be 10/over to enter 400IM, and 800m & 1500m Freestyle**
- Categories:** There will be two categories – Female and Open.
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.
- Entries**
- Club entries must be submitted by electronic Hytek file with a Club entry form by the close date. Individual entries need to be submitted with an Individual entry form by the close date and will be charged a £10 admin fee. Instructions and forms can be found on the website.
Upon confirmation of entries, immediate payment must be made to Rushmoor Royals via bank transfer for both club and individual entries using 'club name (or swimmer name)/RR45' as the reference.
Entries will close on xxxxxxxx. Entries will be accepted on a **first-come-first-served** basis, therefore if the Meet is oversubscribed, it will close before this date.
- The submitted entry time shall be based on a 50m pool; all Short course times to be converted by the use of the Swim England conversion program. The entry time must be equal to, or slower than, the qualifying time as defined in the attached table. Entry times **MUST** have been obtained at a licensed meet (level 1-4), since 1st September 2022 and be published in the Swim England rankings (or the equivalent for overseas entrants). If a swim time is not published on Swim England rankings an entry can be made detailing No Time.
- Overseas competitors must provide documentary evidence of their entry times, which must be from a meet with electronic timings. This evidence must be provided to the Meet Administrator before the Meet closing date.

The promoter reserves the right to return entries on any bulk entry that takes the meet over maximum capacity. In this situation entries will be accepted on session and event capacity to maximise the number of swims.

Entries from overseas swimmers that meet the qualifying times will be accepted first.

Events

Events will consist of 50m, 100m and 200m all four strokes, 200m Individual Medley, 400m Individual Medley, 400m Freestyle, 800m Freestyle and 1500m Freestyle.

All events will be run as HDW (heat declared winner) and awards will be made to the top three swimmers in each age group based on the heat times.

Each event will be seeded and will be spearheaded.

If the meet is under-subscribed, we may extend the closing date to accept late entries prior to the meet, and on the day time trials.

Clubs will be provided with a list of swimmers whose entries are accepted as soon as possible after the closing date by email. A list of accepted entries will also be posted on the RRSC website.

Entry fees are £7.50 per race for the 50m, 100m and 200m events, £8.50 per race for the 400m events, and £12.50 per race for the 800m and 1500m Freestyle, with payment to be made upon confirmation of entries.

All individual entries will incur a £10 administration fee per swimmer.

Time Trials/Late Entries

If there is sufficient time and space, late entries may be accepted between the close of entries and the 23rd November. Late entries will be swum in the appropriate seeding order based on submitted times which must be slower than the upper limit qualifying time. Late entries will be offered via an online ordering system and will be on a first come first served basis. They will be charged at £9.00 per race for the 50m, 100m and 200m events, £10 per race for the 400m events and £14.00 per race for the 800m & 1500 Freestyle. If the late entry is for a new swimmer who is not already entered into the meet there will be an additional £10 administration fee charged. Late entries will be eligible for medals.

Time trials may be accepted on the day at the Promoter's discretion, subject to availability within the session and payment being made prior to the swim. These swimmers will be entered into the first 2 heats of the event, regardless of their times. They will be charged at £9.50 per race for the 50m, 100m and 200m events, £10.50 per race for the 400m events and £14.50 per race for the 800m & 1500m Freestyle and will be automatically excluded from medal eligibility.

Refunds

Refunds will only be given in the following circumstances:

- a) Where it has been necessary to restrict entries
- b) 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).
- c) Due to any exceptional circumstance that is deemed appropriate by the Promoter.

No refunds will be given for incorrect entries.

The Promoter's decision is final.

Poolside Passes

Coaches/Team Managers will not be allowed on poolside without a pass.

Coach Passes may be applied for at a cost of £25 per day (25th or 26th November) or £40 per weekend (25th and 26th). A Coach Pass includes admission to poolside, refreshments, and food between the sessions.

All Clubs are required to ensure that they have sufficient Coaches and Team Managers in attendance in order to adhere to the supervision ratios within the Swim England Team Manager, Coach and Chaperone Policy.

Coaches/Team Managers are expected to have emergency contact and medical information for their swimmers.

Chaperone passes are available to those attending to support disabled swimmers, swimmers under 16 without a coach or team manager present or swimmers with additional needs to give access to the changing rooms and poolside. Parents of swimmers under the age 16 attending the Meet as individuals (not with a Club) must have a chaperone poolside, a section of the spectator's area will be allocated to chaperones. An entry fee will be applicable.

Please note that heat sheets will only be provided for those displaying poolside passes.

Sign-Out/Withdrawals

There will be no sign in for this meet. Team managers will be given a document to record withdrawals on the day of the meet. Withdrawals must be made by the time the warm-up for each session commences.

If you know in advance of this that you won't be swimming, please notify us by emailing meets@rrsc.co.uk so that your place can be offered to another swimmer.

Events

Each event will be seeded and will be spearheaded. Events will incorporate all age groups and age group winners will be on HDW (heat declared winner) basis for all events.

A warm-up session will be available before the start of each session.

There will be no swim down facility.

Swimmers must report to the Competitive Marshalls for their races when instructed to do so. Any competitor failing to report in time may be excluded.

Swimmers must not leave the water until authorised to do so by one of the referees.

Awards

Medals will be awarded to the first three in each age group, or combined age group, in each event (as per age groups above) and will be available to collect from the medal table. Medals will not be sent on after the event.

Officials & Helpers

To ensure the meet can run efficiently and effectively RRSC encourages clubs to help where possible with officials and volunteers.

We would very much appreciate that each club provides as many Licensed Officials as possible, to enable us to cover ALL sessions fully.

Officials who wish to volunteer are requested to contact officials@rrsc.co.uk with details of name, license number and qualifications.

Volunteer helpers from all Clubs are also welcomed. Contact volunteers@rrsc.co.uk with your availability.

Spectators

It is our intention to allow spectators, subject to confirmation nearer the time. An entry fee will be applicable and entrance will be by ticket purchased in advance. The procedures for purchasing tickets will be made available nearer the time.

It may be necessary to restrict spectator numbers in order to comply with the pool provider's regulations and further details will be provided nearer the time.

Heats and results will be available in the MeetMobile App.

Data Protection

Entries may be held on a computer solely for the purpose of this competition and consent to the holding of personal information on computer, as required by the Data Protection Act 2018 and in line with General Data Protection Regulation 2018, will be deemed to have been given by the submission of the entry.

By submitting an entry, entrants are accepting that their photographs may be taken and used to promote the sport and the club, and/or made available for download and purchase. All photography will conform to the Swim England photography and photographing swimmers policy. Individual parents of swimmers under 18 years of age on the day of competition have the right to withhold consent, by advising the meet Promoter by email (promoter@rrsc.co.uk) prior to the event.

Rushmoor Royals SC adheres to the **Swim England Child Protection Policy Recommendations and the respective Pool Procedures**. Any person wishing to engage in any type of photography (Video, Zoom, Close Range Photography, or using a mobile phone camera) should register their details with Rushmoor Meet organisers beforehand or request a pass prior to entry poolside.

Safety

Everyone attending the event must familiarise themselves with the location of the emergency exits which must be kept clear at all times, and everyone is asked to observe all normal precautions in the pool area and when moving around the sports centre.

For health and safety reasons during the race session, swimmers must not walk through the area demarcated by barriers for the referees, or up the steps by the computer desk.

Swimmers must not leave poolside unless they are wearing clothes and shoes, having dried themselves.

Only one additional chair is allowed per club poolside

Failure to comply with the procedures set out by the club, for the safety of all involved in the meet, may result in being asked to leave the venue. In such circumstances NO REFUND will be given for races not swum.

In each case, the referee, the promoter and the pool management have complete discretion to make any decisions over health and safety matters which may arise on the day.

Security

Persons are requested not to leave their belongings unattended, and to ensure valuables are placed in a locked locker or kept with someone for safe keeping. Lockers are available between the changing rooms and the pool and should be used to minimise poolside clutter.

RRSC and/or the Pool Operators will NOT be held responsible for loss of personal property. Any property left behind from this Meet must be collected within 2 weeks.

The changing rooms and other facilities are open to other users at the Garrison Sports Centre.

Any matter not covered by these conditions or by Swim England laws or technical rules will be at the Promoter's discretion. The Promoter may amend the schedule of events to ensure the smooth running of the meet.

In case of query regarding these conditions please contact the meet Promoter via email (promoter@rrsc.co.uk).

The Promoters of this event reserve the right to alter any aspect of this meet to comply with restrictions suggested or imposed Nationally, Locally or by the Garrison Facility Management.

PLEASE NOTE THAT IT MAY BE NECESSARY TO AMEND THE SESSION TIMES PUBLISHED IF INSUFFICIENT ENTRIES ARE RECEIVED.