



Swim England

Cambridgeshire

Affiliated to Swim England East Region

County Championships 2022

(Under Swim England Laws and Swim England Technical Rules)



Rescheduled Weekend

18th, 19th & 20th February 2022 at Manor Leisure,
Whittlesey

Licence No. 2ER220183

GENERAL CONDITIONS

1. County Championships shall be competed for annually and subject to any standard the County Executive may impose. The Championships shall be open to any member of a club affiliated to a Cambridgeshire club.
2. Any swimmer failing to comply with any of the conditions shall not be allowed to compete in the Championship.
3. Protests shall be made and dealt with as detailed in Swim England Law and Regulations. The Promoter is the county executive and the nominated representative is Matt Newton, contactable at matt_newton96@hotmail.co.uk.
4. All participants must observe the safety precautions in operation at the venues.
5. Swim England Cambridgeshire will not be responsible for any loss or damage occurring during this meet.

6. Entries

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 member of the club in whose name he/she is entered and must have been registered as such, with Swim England, prior to the entry closing date of the competition.

- 6.1. No swimmer competing in a like championship of any other English County in the same year is eligible to compete in the championships.
 - 6.2. Entry times for all individual events must be taken from the British Swimming Rankings on or before the closing date and shall have been achieved from 1 January 2019. The closing date will be 1 February 2022.
 - 6.3. Only entries made electronically will be considered. All entries from a club shall be consolidated by a club official and made using the SPORTSYSTEMS Entry Manager Rev 2.0 software which may be freely downloaded at www.sportsys.co.uk.
 - 6.4. No individual entries from parents or swimmers will be accepted.
 - 6.5. Submission of an electronic entry file will be regarded as full acceptance and agreement to all conditions within this entry pack.
 - 6.6. The SPORTSYSTEMS Entry Manager Rev 2.0 export file containing submitted entries and full payment shall reach the Entry Administrator not later than the advertised closing date. Late entries will be rejected.
 - 6.7. Acknowledgement and acceptance of a correctly submitted entry shall be by publishing a received entries listing on the Swim England Cambridgeshire website at www.swimcamb.org. Clubs 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. **We will check that payments were received by the closing date and reserve the right to reject entries where this is not the case.**
 - 6.8. 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 necessary to reject entries, the slowest entries will be rejected first.
 - 6.9. Entries will be processed electronically using SPORTSYSTEMS Meet Organisation Software. SPORTSYSTEMS entry files and instructions will be made available by email to all Swim England Cambridgeshire affiliated clubs. 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. **Fees**
 - 7.1. Entry fees are **£6.50** per individual event.
 - 7.2. Programmes will be available to view online.
 8. **Access to Poolside**
 - 8.1. No coach or swimmer may access poolside including spectator seating areas more than 30 minutes before the commencement of the first warm up session on each day and or when the pool is made available by leisure staff and the promoter.
 - 8.2. Access to poolside is restricted to competitors for the session, coaches with coach passes, technical officials and appointed volunteers. Parents are not permitted access to poolside.
 - 8.3. No additional equipment such as chairs or treatment tables may be brought onto poolside.
 9. **Warm Up**
 - 9.1. For sessions, warm up will commence one hour before the session start time, with the exception of sessions involving 800m.
 - 9.2. A warm up procedure will be published on the county website one week before the event.
 - 9.3. The warm up session must be strictly followed by all coaches and competitors unless authorised by the promoters of this event.

10. Age Groups

- 10.1. The age groups for both genders in each event will be 10/11, 12, 13, 14, 15, 16 and 17+.
- 10.2. Ages are as at midnight on 31st December 2022.

11. Events

- 11.1. All events will have Heat Declared Winners.

12. Withdrawals

- 12.1. Once an entry is accepted a competitor shall swim or give notice of withdrawal. Notice of any withdrawals shall be reported by a representative of the club to the recorder, using the appropriate withdrawal form. This must be before the commencement of the session warm up. Clubs may make withdrawals via email to the promoter at promoter@swimcambs.org providing this is before 4pm on the Friday prior to the relevant weekend.
- 12.2. **All events** – where a withdrawal is made after the deadlines on medical grounds, the swimmer may not compete for the rest of the day.

13. Awards

- 13.1. All events will be Heat Declared and the first three swimmers in each age group for these events shall each receive medals.
- 13.2. In the 10/11, 12, 13, 14, 15, 16 and 17+ age groups, Top Boy and Top Girl awards will be presented to the swimmer with the most points across individual events. Points will be calculated on the basis of 3 points for a gold medal, 2 for a silver and 1 for a bronze.
- 13.3. The County Shield for Top Club will be awarded to the club that finishes top of the combined medals table. Clubs are ranked according to the number of gold medals won at the championships. In the event of a tie for the number of gold medals won, the tied club with the highest number of silver medals shall be declared the winner. In the event of a tie for gold and silver medals, the trophy shall be awarded to the tied club with highest number of bronze medals. In the event that two or more clubs tie for the number of gold, silver and bronze medals, the award shall be shared.

14. Photography and Safeguarding

- 14.1. No photography or filming of any kind is permitted in the changing rooms or village. Anyone found contravening this requirement will be required to leave the facility without a refund.
- 14.2. No external media coverage may take place without prior consent of the promoter and sufficient time for any person participating in the event to consent.
- 14.3. All persons attending the championships are advised to exercise reasonable care when taking photos or video, particularly with regards to the sharing of images on social media.
- 14.4. It is the club's responsibility to inform the Promoter and Lead Referee of any known medical conditions prior to the commencement of the event.
- 14.5. Safeguarding concerns should be reported to the Promoter. If the concerns related to conduct of the Promoter, a report should be made to the County Welfare Officer, or to a member of the County Executive Committee.

15. Para Entries

- 15.1. Para entries are welcomed and are subject to the general conditions and the Para Swimming Conditions below.

16. Secondary Strobes

- 16.1. Secondary strobe lights are available at these championships for athletes with a hearing impairment.

Medley Skins Event, held outside of licensed conditions

There shall be two medley 'skins' events, one for the boys and one for the girls held during the competition, and these are outside of licensed conditions. The order of start for 2022 is girls first thereafter, alternating on an annual basis and both events will have a formal start for the first round. Qualification for this event will be the six fastest swimmers overall in the 200m Individual Medley events. The competition shall consist of a series of knockout rounds with the slowest swimmer in each round being eliminated. In the event of a dead heat between the two slowest swimmers no elimination is made in that round. The final round shall be the last two remaining swimmers and the winner of the event shall be the fastest swimmer of the final round. The stroke to be used in the first round shall be determined by meet promoter drawing lots. The stroke to be used in all subsequent rounds shall be determined by the eliminated swimmer in each round drawing lots.

Entry Procedure

All entries for a club shall be consolidated and submitted electronically to the promoter. 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. 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 times are shown with a green 'Y' swim button. Click any unrequired green 'Y' swim buttons.

Entry times for all individual events must only be taken from the British Swimming rankings on or before the closing date. The closing date will be two weeks before the competition.

To pay by electronic transfer:

Swim England Cambridgeshire's bank details are:

NatWest

1 Market Place

Wisbech

PE13 1DT

Sort Code: 55-81-28

Account Name: Cambridgeshire Amateur Swimming Association

Account No: 07205031

Para Swimming Conditions

The conditions for the Swim England Cambridgeshire County Championships shall apply to the Para Swimming events except where varied by any of the following conditions.

Events

Freestyle	50m, 100m 200m 400m 800m and 1500m
Backstroke	50m, 100m and 200m
Breaststroke	50m, 100m and 200m
Individual Medley	100m, 200m and 400m

Eligibility

Swimmers with S1-S14 classifications will be accepted.

All swimmers must ensure that the Lead Referee is aware of their exception codes.

The championships do not have para consideration times. However, the organisers reserve the right to reject swimmers after the closing date if demand exceeds the time available in galas.

Personal Care Attendants

Personal care attendants will be permitted for para swimmers if appropriate. Personal Care Assistant Passes will be available at no cost if a request is made to the promoter in advance of the event.

Competition Format

The competition format will be based on para-inclusion within the able-bodied programme. Swimmers will be integrated on a time-banded basis in all events.

Placing shall be determined by achieving a time better than or closest to, the equivalent World Record relevant to their own classification.

Para swimmers will be included within the results for the appropriate age group. They will also be included in the Multi-Classification results and placed within those results according to their equivalent times.

Winners of all events will be heat declared.

Competition to be run under IPC Swimming swim rules.

An official who holds the qualification of Swim England Para Official will act as a technical advisor in each of the sessions where para athletes are entered, if available.

Information about Pool Deck Pass Accreditation

Coaches and support staff must have an accreditation. A competitor may have both a coach and support staff in attendance. All coaches and team managers will be required to purchase a coach pass. Remember, no pass - no access to the pool deck.

- All coaches and team managers planning to be on poolside at the County Championships must apply for a Deck Pass for each weekend of the Championships.
- It is the responsibility of the club to ensure that the coaches and team managers named have been DBS checked and are a registered as Category 3 Swim England Members.
- Passes will be issued in the name of your club and shall be collected from the Officials Room on the day of competition, before going poolside. Passes will not be mailed out.
- Clubs with twenty swimmers or less may apply for a maximum of two passes. Where there are more than twenty swimmers, a club may apply for additional passes to maintain a 1:10 ratio.
- Passes are £15 each for a whole weekend or part thereof.
- Passes may only be used by the coaches/team managers named on this form. All named persons must be Swim England members.
- 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 your club on the deck.
- Passes must be worn in a prominent place whilst on the pool deck. Coaches without passes on display will be asked to leave and may be refused readmission.
- Coach passes will entitle the holder to tea and coffee provided in the Officials Room.
- Please complete the forms to order coach or team manager passes and food. A form must be completed by each competing club prior to each weekend of the championships.

Coach and Team Manager Pool Deck Pass Application Form

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 passe(s). All those you name MUST be current Swim England members.

Please note: That the closing date for applications is one week before the commencement of the competition.

Name of Club		Swim England Membership No.	
Contact email			

Date	Full Name	Coaches' Pass No.	Payment Sub-Total
Payment Total			£

- The closing date for applications for coach passes and food is midday on Saturday 11 January 2020.
- Applications can be made electronically by e-mailing this form to promoter@swimcambs.org and paying by BACS to:
 - Sort Code 55 81 28
 - Account Number 07205031
 - Account Name Cambridgeshire Amateur Swimming Association

Withdrawal Notification

12. Withdrawals

12.1 Once an entry is accepted a competitor shall swim or give notice of withdrawal. Notice of any withdrawals shall be reported by a representative of the club to the recorder, using the appropriate withdrawal form. This must be before the commencement of the session warm up. Clubs may make withdrawals via email to the Promoter at promoter@swimcamb.org providing this is before 4pm on the Friday prior to the relevant weekend.

12.2 **All events** – where a withdrawal is made after the deadlines on medical grounds the swimmer may not compete for the rest of the day.

Name of Club	
---------------------	--

Event No.	Competitor No.	Competitor Name
Signature of club representative		