

Meet Rules and Promoter's Conditions

- Venue:** Aldershot Garrison Sports Centre
The pool length is 50metres, 8 lanes with anti-turbulence lane dividers and Omega electronic timing. The minimum pool depth is 2 metres.
- Affiliations:** Rushmoor Royals SC is affiliated to ASA South East Region and the meet will be held under ASA Laws and ASA 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 1 being held on 17th, 18th, & 24th March 2018 under licence numbers 1SE180085 & 1SE180086
- Age Groups:** **The age groups are: 9-11, 12, 13, 14, 15, 16, and 17/over.**
Ages as at 24th March 2018.
Swimmers must be 9 years of age or older on the day of competition.
Swimmers must be 10/over to enter 400IM, 800&1500 Free.

Entries: Selection of swimmers will be based on their submitted entry time for each event. The submitted entry time shall be based on a 50m pool; all short course times to be converted by the use of the published ASA equivalent tables/conversion program. The entry time must be faster 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 March 2017** and be published in the ASA rankings (or the equivalent for overseas entrants), **except 800m Free for boys and 1500m Free for girls.** **If boys don't have an 800m time on rankings or girls don't have a 1500m time on rankings they should enter using the formula below based on their licensed 400m time.** For boys 800m Free entry time will be calculated as 400m time x 2 plus 20 seconds. For girls 1500m Free entry time will be calculated as 400m time x 4 plus 20 seconds.

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.

All entries (whether Club bulk entries or individual entries) must be submitted via the on-line system with payment by the closing date of 26th February 2018.

All submitted entry times which are slower than the qualifying time will be considered invalid and **the entry fee will be forfeited.**

The promoter reserves the right to return entries if events are oversubscribed based on submitted entry times. Entries from overseas swimmers that meet the qualifying times will be accepted first.

If the distance session is oversubscribed swimmers who have entered both 800m and 1500m events will be rejected from one of the events based on their position in the entry list.

If the meet is under-subscribed or if there are withdrawals (after accepted entries are published) we may extend the closing date and/or accept 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. Accepted entries will also be posted on the website.

Entry Fees: Entry fees are £14 for the 1500m Freestyle; £12 for the 800m Freestyle; £8.00 for each of the other events . Payments to be made on-line in accordance with the instructions on our website by the closing date.

Time trials will be charged at £2 more than the original race entry fee to cover administration costs.

Refunds will only be given in the following circumstances:

- a) Where it has been necessary to restrict entries
- b) Any swimmer withdrawing prior to the closing date will receive a full refund.
- c) After the closing date and up to the day before the gala refunds can only be provided on receipt of proof of injury/ medical condition through a doctor's certificate.
- d) Due to any exceptional circumstance that is deemed appropriate by the Promoter.

No refunds will be given for incorrect entries and the Promoter's decision is final.

Poolside Passes: Coaches/Team Managers will not be allowed on poolside without a pass. Coaches Passes may be applied for at a cost of £5 for the distance meet; £25 per day (17th or 18th) or £40 per weekend (17th & 18th). Where a Club has provided 1 official for every session or 2 officials for every session, a refund may be sought (1 official for all sessions = 1 free pass; 2 officials for all sessions= 2 free passes). Such refunds need to be claimed (via the Meet Administrator) within 7-days of the completion of the Meet.

A Coach's Pass includes admission to poolside, refreshments, and food between the sessions. Passes will be included in the Coach's Pack, to be collected from the Information Table.

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

Time trials may be available to swimmers at the promoter's discretion, seeded in the first heats.

Depending on entry numbers, the girls and boys 800m Freestyle may be swum together and boys and girls 1500m Freestyle events may be swum together.

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

A sign-out system will operate except for 1500m, 800m and 400m events. Swimmers and coaches are required to notify the promoter of any withdrawals (at least 15-minutes before the relevant warm-up). Swimmers must sign in for the 1500m, 800m and 400m events 15mins before the relevant warm-up. Swimmers, who do not sign-in on time for the distance events, **WILL NOT** be accepted for that event.

If you know in advance that you won't be swimming, please notify us so that your place can be offered to another swimmer.

Swimmers must report to the Clerks of the Course (Competitive Marshalls/Whips) for their races when instructed to do so. Any competitor not reporting in time may be excluded.

Swimmers must not leave the water after their race until authorised to do so by one of the Referees

Awards will be given to the first three swimmers in each event in each combined age group (as in Age Groups above). No medals in addition to age-group medals will be issues to multi-classification swimmers.

Awards can be collected from the Medal Table during the course of the meet; they will not be sent on.

Officials & Helpers:

The ASA and their Open Meet Licensing Boards do not look favourably on any Open Meet that cannot provide the appropriate number of licensed and qualified officials to ensure the competition meets the license requirements. The ultimate sanction could be that the meet would be downgraded to a lower license level and the times recorded by swimmers would not be allowed into 'rankings' as at that date/level.

For this reason, we request that each club provides as many Licensed Officials as possible, to cover ALL sessions fully (NB the 1500m & 800m Freestyle events constitute 1 session). Clearly, if “visiting clubs” cannot assist with the provision of licensed officials or appropriately qualified Judge Level 1 candidates, then the club cannot guarantee the license level required by the ASA SER Licensing Board.

Volunteer helpers from all Clubs are also welcomed.

RRSC strive to provide a professionally run Meets and rely on the valuable contribution of officials and volunteers who give their time to support us: if you have a child swimming, please offer to help.

Spectators: Admission for spectators will be £3 for the 1500/800m session; £5 per session on 17th /18th or £10 per day (17th/18th).

Programmes will be available to download from our website 3 days before the meet: paper copies will not be provided.

Data Protection: Rushmoor Royals SC adheres to the **ASA Child Protection Policy Recommendations and Aspire Garrison Pool Procedures**. Entries for this Meet will be held on a computer and consent, as required by the **Data Protection Act**, to the holding of personal information on computer will be deemed to have been given by submission of entry.

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 staff at the spectator entry desk before carrying out any such photography (as per Aspire Garrison requirements).

Safety:

Everyone attending the event must familiarise themselves with the location of the emergency exits, which must be kept clear at all times.

Everyone is asked to observe all normal precautions in the pool area and when moving around the Sports Centre.

Swimmers must not get out of the pool (after their race) until authorised to do so by a referee.

For Health and Safety reasons during the race sessions, 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.

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 safekeeping. Lockers are available between the changing rooms and pool, and should be used to minimise poolside clutter.

RRSC and/or Aldershot Garrison Sports Centre management will NOT be held responsible for loss of personal property. Any property left behind from this Meet, must be collected within 2-weeks of the final event, or it will be disposed of.

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

Any matter not covered by these conditions or by ASA 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.

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