



## **Thetford Dolphins Swimming Club**

**Affiliated to SE East Region and Norfolk County ASA**

**Thetford Dolphins Nifty 50s Open Meet, 11<sup>th</sup> September 2022**

**Waterworld, Thetford**

Held under Swim England Laws and Regulations, the Swim England Technical Rules of Swimming and to the Swim England Open Meet Licensing Criteria

**Level 3 Licence ER221507**

### **Meet conditions:**

1. The Gala will be held under Swim England Laws and Regulations, Swim England Technical Rules of Racing and Swim England Open Meet Licensing Criteria.
2. The Promoter is Robin Barrett on behalf of Thetford Dolphins Swimming Club. Email via [vice.chair@thetforddolphins.club](mailto:vice.chair@thetforddolphins.club) for queries.
3. A Technical Director will be appointed as soon as entries open. The Technical Director will be a Referee who will then oversee all aspects of the competition. If Robin Barrett is not present, or is required to fulfil another duty, a Meet Director will be appointed and, in such circumstances, the Meet Director will act as Promoter.
4. Waterworld is a 6 lane 25 metre pool with anti-wave rope lanes and electronic Daktronics AOE. Depths: Deep end 1.8m, Shallow end 1.0m.
5. The events will be swum in accordance with the attached schedule.

### **Entries:**

6. Competitors must be ASA Registered Club Compete (Category 2) members of an affiliated club, eligible to compete and registered in accordance with Swim England Laws and Technical Rules, and may enter in the name of one club only.
7. Entry fees are £5.50 per event. Swimmers may enter all 5 events in their own age group for £25.00.
8. The deadline for entries is midday on 23<sup>rd</sup> July 2022.
9. Competitors age as of 11<sup>th</sup> September 2022.
10. Entry times must be SLOWER than the cut-off times provided and must have been achieved in the 12 months preceding the deadline.

Note: Swimmers who are faster than cut off times will be permitted to enter if the meet is undersubscribed, but will be listed as exhibition swims and ineligible for medals, this is at the discretion of the meet promoter.

11. Short course or converted long course times will be accepted. Only times converted using the Sportsystems converter will be accepted.
12. Entries with no times will not be accepted.
13. Submitted entries and full payment shall reach the entry administrator by midday on 23<sup>rd</sup> July 2022 and accepted by the promotor, for an entry to be valid. Late entries or those for which payment has not been received by the closing date will be rejected. Incorrect entries may be rejected at the Promoter's discretion.
14. Electronic entries are preferred for club entries. Where possible payments should be made by BACS. Bank details will be on entry information. All entries from a club shall be consolidated and ONE electronic payment shall be made as a consolidated payment of all the entries.
15. Entries will be accepted on a first come First Served Basis. The Promoter reserves the right to close entries early and/or to reject entries to ensure that the meet complies with the ASA Open Meet Licensing Criteria. Any early closure will be announced on Thetford Dolphins club website. Rejections will start with the last club received and continue until the gala meets the criteria. The Promoter reserves the right to close entries or make rejections by event and/or session.
16. The Promoters reserve the right to restrict the number of entries by event and/or session in order to meet the SE Open Meet Licensing Criteria and to comply with any limit on capacity imposed due to COVID restrictions put in place at the time of the meet. In the event that entries are rejected, fees will be refunded by a single payment to the club in question.
17. The list of received entries will be published on the Thetford Dolphins club website after the closing date. It is the responsibility of the competing club to notify Thetford Dolphins Swimming Club within seven days of any errors or omissions. A corrected list of accepted entries will be published at the end of this seven day period. Refunds are not available for withdrawals after the accepted entries have been posted, other than for medical reasons.
18. 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.

#### **Warm up:**

19. Warm up will start 1 hour before the session start time. All swimmers must follow the announced and posted warm up procedures made available on the day of the meet. Warm up marshals will control the warm up lane session and their instructions must be adhered to at all times.

#### **Events/Awards:**

20. It is the responsibility of the competitors and club officials to ensure that all swimmers have reached the standard of the ASA Competitive Start Award. Over the top starting will be used on all strokes except backstroke.
21. Swimmers are requested to report to the Marshals at least 1 event prior to their event. For the first event of each session, they should report 10 minutes before it is scheduled to start. Competitors failing to report on time may be excluded from the event.
22. Swimmers are requested to remain in their designated lane until the race has finished and they are asked to leave the pool by the Referee. Swimmers must leave the pool by the side of the pool

23. All heats will be spearheaded according to the submitted entry times (not by age).
24. All events will be heat declared winners. There will be no age group finals.
25. Results will be declared by the following age groups: 10yrs, 11yrs, 12yrs, 13yrs, 14yrs, 15yrs, 16/OV
26. Medals will be awarded to the top 3 places in each age group
27. The top 6 places in each age group will score points which will count towards the top visiting club trophy. Points will be awarded as follows. 1st – 6 points, 2nd – 5, 3rd – 4, 4th – 3, 5th – 2, 6th – 1
28. Results will be displayed at the pool and posted on Thetford Dolphins Club website. Results will also be supplied to British Swimming for entry into the national rankings database.

### **Poolside and lunch passes:**

29. Coach and Team Manager passes are available for clubs at £6.00 each (without food) and £12.00 each (with food). Passes must be applied for in advance using the forms below by the deadline. Passes will not be available on the day. All passes must be used only by the club official named.
  30. All coaches and team managers should be registered with Swim England and have the relevant coaching/team manager qualification, in addition to a safeguarding certificate. It is the responsibility of the competing club to ensure that all of their officials have been DBS checked
  31. Subject to COVID-19 restrictions, poolside passes for coaches/team managers will include entry to the meet and lunch with tea and coffee available. Additional lunch passes may be purchased, subject to capacity restrictions, for coaches/team managers at an additional cost of £6.00 per person (without food) £12.00 per person (with food).
  32. No club officials or swimmers will be allowed poolside more than 30 minutes before the start of the warm up for each session.
  33. All swimmers under the age of 16 must be under the supervision of a pass holder during warm up, during the competition and in the vicinity of the pool
  34. Access to the changing room is not restricted to swimmers only. Other facilities at Breckland Leisure Centre, of which Waterworld is part, are open to the public. It is the responsibility of the competing club to ensure their swimmers are appropriately supervised in public areas of Waterworld.
  35. Swimmers must wear suitable clothes and footwear poolside and in the changing room. Swimmers not wearing tops and footwear will not be allowed dryside or in the viewing balcony. Swimwear is not allowed elsewhere in the building.
  36. The pool area will be vacated and cleared between sessions.
  37. In accordance with the Swim England Child Safeguarding Policies and Procedures, any parents or carers of swimmers under the age of 18 who wish to take photographic or video images are requested to focus on their own child as much as reasonably possible and to avoid including other children in those images. Should you have any concerns about photography or filming, please bring them to the attention of the promoter. Participants and spectators are requested to follow the SE guidelines for photography and use of photographs on social media. The SE Child Safeguarding Policy and Procedures, Wavepower 2020-23 Section 2 provides guidance on the use of social networking (page 92-95) and guidance photography (page 86-88)  
<https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/>
- Both sets of guidance apply if social media platforms are being used to share images or recordings either after the meet or during live streaming of the event.
38. No photography is permitted in changing rooms.

### **Withdrawals:**

39. It is the responsibility of club officials to advise the gala organisers if they have swimmers not swimming 45 minutes before the first race of each session. This will prevent the gala running with empty lanes. Any deviations from this condition may only be at the discretion of the Promoter and/or Technical Director.

40. Club officials must withdraw swimmers who are not present.

41. Withdrawals after this deadline may only be made on medical grounds. The Technical Director may require a swimmer who has withdrawn on medical grounds to withdraw from any further events during the same day.

### **Refunds:**

42. Refunds will only be issued where the competition 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 for medical withdrawals will only be made where a medical withdrawal form has been completed, submitted before the event(s) concerned and agreed by the Promoter and/or Technical Director. Evidence of the medical withdrawal may be requested by the Promoter/Technical Director. This could include a positive PCR or lateral flow test.

### **General Conditions:**

43. There will be an admission charge for spectators of £6.00 all day. Children under 10 are free. Free car parking is available adjacent to the pool.

44. The safety of swimmers, officials, spectators and others is paramount at all times. Everyone attending this meet 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, whilst moving around and to listen to the safety announcements which will be made prior to the start of each session.

45. All participants must observe the safety precautions in operation at the pool. Neither the promoter nor Thetford Dolphins Swimming Club will be responsible for any loss, damage or injury occurring during this meet.

46. In response to the COVID safety requirements in place at the time, Thetford Dolphins Swimming Club reserves the right to make any changes to these conditions that are necessary to comply with changing COVID guidance or restrictions. Should they be necessary, such changes will be published on the Thetford Dolphins club website.

47. The Promoter and Pool Management reserve the right to refuse admission to any competitor, coach or spectator.

48. Anything not covered in the above rules will be at the discretion of the Technical Director and Promoter, who also reserves the right to make any changes that may be considered necessary for the smooth, effective, and safe running of the meet.

## Schedule of events

Session 1 warm up 0830, Start 0930				
1	Girls	All age groups	50m	Back
2	Boys	All age groups	50m	Breast
3	Girls	All age groups	50m	Fly
4	Boys	All age groups	50m	Free
5	Girls	All age groups	100m	IM

Session 2 warm up TBA but not before 1230				
6	Boys	All age groups	50m	Back
7	Girls	All age groups	50m	Breast
8	Boys	All age groups	50m	Fly
9	Girls	All age groups	50m	Free
10	Boys	All age groups	100m	IM

### Cut-off times

Swimmers may only enter the event if their time is  
**SLOWER** than the time listed below

Age as of 11 <sup>th</sup> September 2022			10y	11y	12y	13y	14y	15y	16 & Over
Girls	50m	Freestyle	34.00	32.00	31.00	30.00	29.50	29.00	28.50
Girls	50m	Breaststroke	42.00	40.00	38.50	37.00	35.50	34.00	33.50
Girls	50m	Butterfly	37.00	34.50	33.00	31.50	30.00	29.50	29.00
Girls	50m	Backstroke	39.00	36.50	34.50	33.00	32.00	31.00	30.50
Girls	100m	IM	1.22.00	1.16.00	1.12.00	1.09.00	1.07.00	1.05.00	1.04.00
Age as of 11 <sup>th</sup> September 2022			10y	11y	12y	13y	14y	15y	16 & Over
Boys	50m	Freestyle	34.00	32.00	29.50	27.50	26.00	25.50	25.00
Boys	50m	Breaststroke	40.00	38.00	35.00	33.50	33.00	32.00	31.50
Boys	50m	Butterfly	36.00	34.00	32.00	30.00	28.50	27.50	27.00
Boys	50m	Backstroke	38.50	36.00	34.00	32.00	29.50	28.50	28.00
Boys	100m	IM	1.22.00	1.16.00	1.12.00	1.07.00	1.05.00	1.03.00	1.02.00

## Club Data Capture Form

Forename:		Club:
Surname:		SE Reg No:
Date of birth:	Age as of 11/09/2022:	Sex (M/F):
<p>Please remember these are <b>CUT OFF TIMES</b>, only swimmers whose times are <b>SLOWER</b> than the cut-off times may enter. Entry times submitted must be the fastest times achieved by a swimmer in the 12 months preceding the deadline. Entries will be rejected if there are no entry times submitted.</p>		
		Entry times (SC or LC converted)
		Notes:
50m (All age groups)	Freestyle	<p><b>The closing date for entries is midday on 23/07/2022</b></p> <p><b>We need your entries by 23/07/2022 (midday) to enable us to process them in time.</b></p>
50m (All age groups)	Backstroke	
50m (All age groups)	Breaststroke	
50m (All age groups)	Butterfly	
100m (All age groups)	IM	
Total No. Events entered =		<p>Total payment due at £5.50 per event = £</p> <p style="text-align: center;"><u>or</u></p> <p>£25.00 for all five events</p>
<p>Submit completed forms with correct money to your club. Payment should be made to your club as they will make a bulk payment for all of their entries.</p>		
<p>I declare that I am an eligible competitor as defined by SE regulations, and by the rules of Norfolk County ASA and that I have reached the standard of the Swim England competitive start award. I also agree to abide by the promoters' conditions and SE rules for these galas.</p>		
Signature of Competitor:		Signature of Club Official:

# Poolside Pass Application

Poolside passes must be applied for in advanced using the forms below by the deadline. All coaches and team managers must be Swim England members, have the relevant coaching/team manger qualification, a safeguarding certificate and DBS check that expires after the day of the competition.

Competing clubs must ensure that they have sufficient coaches/chaperones on poolside to maintain a ratio of 1 per 10 swimmers in a session. Clubs are not permitted to have coaches/chaperones poolside in a session where the 1 per 10 ratio would be exceeded.

No persons shall be permitted poolside without a poolside pass unless they are a swimmer, official or part of the technical team. All others will be asked to leave and may be refused readmission.

Name	SE Membership No	DBS Number	DBS Expiry	Safeguarding Expiry

By submitting this form .....Swimming Club confirms that the individuals listed above have the relevant coaching/team manger qualification, a safeguarding certificate and DBS check that expires after the day of the competition.

# Lunch Pass Application

Subject to COVID-19 restrictions, Poolside passes for coaches/team mangers will include entry to the meet, tea or coffee on arrival and a programme. Additional lunch passes may be purchased, subject to capacity restrictions, for coaches/team managers at an additional cost of £12 per person per day.

Please list below how many lunch passes you require at £12.00 each and indicate any dietary requirements.

Name	Lunch required [✓]	Dietary requirements