



Cheshire County W.P & S.A.

2019 County and Age Group Swimming Championships Conditions



Licence No – 2NW 190170/1/2 (Under ASA Laws & ASA Technical Rules)

1. Introduction

- 1.1 The Cheshire County W.P. and S.A. (hereinafter 'the County') Swimming and Age Group Championships (hereinafter 'the Championships') shall be competed for annually on dates decided by the County Swimming Committee and confirmed by the County Executive Committee and held in accordance with the Rules of the County, ASA Laws and Regulations and FINA Technical Rules of Swimming.
- 1.2 The organisation of the Championships shall be managed by the County Swimming Committee with powers delegated to the Championship Secretary.
- 1.3 The entry fees will be set annually by the County Swimming Committee and confirmed by the County Executive.
- 1.4 Bona Fide Coaches and Team Managers requiring access to the poolside must be in possession of a Pass issued by the County.

Coaches Pass fee is £20 and covers entry to all sessions together with programme and results

It is mandatory that all Coaches comply with the relevant ASA Child Protection Procedures and have an up to date CRB certificate. (See also section 12 below.)

- 1.5 Clubs are requested to supply licensed officials if possible, (per day) for the competition as follows:

- a). Clubs entering 5 swimmers or under – none requested but would be appreciated
- b). Clubs entering 5-10 swimmers - request - 1 licensed official
- c). Clubs entering 11-20 swimmers - request - 2 licensed officials
- d). Clubs entering over 20 swimmers - request - 3 licensed officials

For each licensed official supplied the club will be rewarded with a Poolside Pass (to a maximum of three passes).

Poolside passes should be paid for as normal with the entries, clubs who qualify as above, will receive a refund after the end of the competition.

A list of the licensed officials, stating qualifications and sessions available, to be submitted with the paper entries.

PLEASE NOTE Failure to have enough licensed officials for a Licensed Meet will mean, that in future, times recorded by swimmers will not be accepted for ASA Rankings.

- 1.6 Any question or dispute arising from these conditions or disputes related to a matter not covered in these conditions shall be determined by the Championship Secretary and may be referred to the County Swimming Committee at a later date.

2. 2019 County and Age Group Championships

- 2.1 The Championships will be held:

Saturday	19 th	January 2019	Macclesfield Leisure Centre
Sunday	20 th	January 2019	Macclesfield Leisure Centre
Saturday	26 th	January 2019	Macclesfield Leisure Centre
Saturday	2 nd	February 2019	Macclesfield Leisure Centre
Sunday	3 rd	February 2019	Macclesfield Leisure Centre

- 2.2 The closing date for entries both individual and teams will be Wednesday 2nd January 2019.
- 2.3 Age on the day for both individual and team events will be as of midnight on 31th December 2019.
- 2.4 Entry fees shall be as follows (see also section 7):
- Individual entries made via 'Sportsystems Entry Manager': £4.75; Paper entries £5.50
 - Team entries via 'Sportsystems Entry Manager' : £12.
- 2.5 Payment by cheque or BACS.
Cheques should be made payable to: Cheshire County WP & SA.
BACS payments – contact Swimming Secretary for account details.

3. Eligibility for entry

Individuals

- 3.1 The Championships shall be open to eligible swimmers, as defined by the ASA, who are members of clubs affiliated to Cheshire County WP & SA. Entries may also be considered by invitation to foreign competitors
- 3.2 Swimmers shall be considered as foreign if they are not members of a County affiliated Club but are competitors from one of the countries affiliated to FINA.
- 3.3 No individual may compete in the Championships if he/she has competed in the equivalent Championships of another County in the same calendar year.
- 3.4 A swimmer must have been a member of the club in whose name he is entered, and registered as such with the ASA on and from 1st January in the year of competition.
- 3.5 Individual Championship events for each sex will comprise Open and Junior awards. A Junior swimmer shall be aged 16 years or under as at midnight on the 31st December 2019.

Teams

- 3.6 Team Championships shall be open to all clubs affiliated to the County.
- 3.7 All teams shall consist of four members.
- 3.8 A swimmer entered in the name of one club in the individual events may not compete in the name of another club in the teams events.
- 3.9 A swimmer must have been a member of the club in whose name he is entered, and registered as such with the ASA on and from 1st January in the year of competition.
- 3.10 Clubs may enter no more than two teams.

4. Para-Swimming competitors

- 4.1 The general conditions for the County Championships shall apply to disability competitors except where varied by any of the following conditions.
- 4.2 Swimmers with a disability shall swim under IPC Rules.
- 4.3 Swimmers must indicate their disability classification or provide a valid Certificate of Disability, issued by the ASA, at the time of entry.
- 4.4 Qualifying times for Para-Swimming competitors are not required. However entry times shall be submitted for the purpose of seeding heats.

4.5 Should an event/session be oversubscribed then the promoter has the right to refuse an entry for a swimmer who has not achieved the consideration time.

4.5 Personal Care Attendants/Coaches:

- Personal care attendants will only be permitted for swimmers in the following classes: S1, S2, S3, S4, S5 and S11.
- A swimmer in any of these classes may have both a coach and a personal care attendant present. No charge will be applied for personal care attendant. Poolside passes; coaches' passes shall attract the advertised fee (see section 12).
- All coaches, chaperones and personal care attendants must conform to the ASA child protection procedures and hold a current CRB certificate.

4.6 Competition format:

- The competition format will be based on disability inclusion within the able bodied programme i.e. there will be no separate events for swimmers with disabilities.
- All swimmers will be seeded in the heats according to their entry times.
- Disability competitors will be included within the results for their age group.

4.7 Cheshire County will endeavour to provide an official who holds either an IPC qualification, or an ASA Disability Official to act as the Disability Competition Liaison in each of the sessions where disability athletes are entered.

5. The Events

5.1 Individual events for the Senior and Junior Championships shall be:

- Freestyle: 50m, 100m, 200m, 400m, 800m, 1500m
- Backstroke: 50m, 100m, 200m
- Butterfly: 50m, 100m, 200m
- Breaststroke: 50m, 100m, 200m
- Individual Medley: 100m, 200m, 400m.

5.2 The 50m & 100m Championship events shall have finals for 10/11, 12, 13, 14, 15, 16yrs and 17/Over. The 200m, 400m, 800m and 1500m events shall be swum as HDW (Heat Declared Winner) events.

5.3 Individual Age Group events shall be as per the Cheshire category principles in operation and published in the programme of events.

5.4 Individual 'Skins' events will be held in conjunction with the Championships. Entry to the Skins events is only by invitation and selected from the highest placed County affiliated competitors in the 200m IM events. These events are for Boys 14yrs/under and 15yrs/over. Girls 14yrs/under and 15yrs/over. Separate conditions are applicable for the Skins events which do not fall within the Championships conditions.

5.5 Team events for both men and women shall be swum as HDW:

- 4x 50m Freestyle team.
- 4x50m Medley team.

6. Awards

6.1 The first, second and third placed County affiliated swimmers/teams in each individual Age Group, Junior and Senior Championship and Team Championship shall be awarded medals.

- 6.2 The 50m & 100m Open Champion and medal winners shall be the fastest three swimmers in any of the finals, irrespective of age.
- 6.3 The 50m & 100m Junior Champion and medal winners shall be the fastest 16/Under swimmers in any of the finals, irrespective of age.
- 6.4 The winner of each Championship shall be entitled to hold the trophy where one has been provided until 15th January of the year following the competition when the holder won the trophy.
- 6.5 The trophy holder (individual or club) shall comply with the regulations governing the holding of trophies. The trophy holder shall give a receipt for it and an undertaking that reasonable care will be taken of it and that it will be returned, suitably engraved when and as required.
- 6.6 Cheshire County category awards will be made from 1st to 6th place in the following age groups, based upon FINA points for the highest points from each category.
Categories are: Sprints: Form:(200 Ba:Br:Fly): Medley: Free: 100's.
- Girls: 10/11yrs, 12yrs, and 13 years.
 - Boys: ,10/11yrs, 12yrs, and 13 years
- Both heats and finals count for points.
- 6.7 Cheshire Age Group category awards will be made from 1st to 3rd place based upon the accumulated FINA Points in a swimmers' top THREE events:
- Girls: 14yrs, 15yrs, and 16 years.
 - Boys: 14yrs, 15yrs, and 16 years
- Both heats and finals count for points.
- 6.8 The Top Boy and Top Girl of the Championships will be awarded to the Top Swimmer, based on three events, using FINA points.

6.9 'Wallace' Aggregate Trophy

The Wallace Aggregate Trophy shall be awarded annually to the Club obtaining the highest number of points in the Championships during the year

Points shall be awarded for both Individual and Team Events as follows

1 st = 9 points	2 nd = 7 points	3 rd = 6 points
4 th = 5 points	5 th = 4 points	6 th = 3 points
7 th = 2 points	8 th = 1 point	

One additional point shall be awarded to each swimmer or to each team who establish a new record time for an event

6.10 'Hugh Laughland' Age Group Aggregate Trophy

The Hugh Laughland Aggregate Trophy shall be awarded annually to the Club obtaining the highest number of points in the Age Group competitions during the year (16 years and under).

Points shall be awarded for both Individual and Team Events as follows

1 st = 9 points	2 nd = 7 points	3 rd = 6 points
4 th = 5 points	5 th = 4 points	6 th = 3 points
7 th = 2 points	8 th = 1 point	

One additional point shall be awarded to each swimmer or to each team who establish a new record time for an event.

6.11 County Trophies for the Most Improved Club

The County Trophies for the 'Most Improved Club' (Senior & Junior) with the 'Most Improved Age Group Club' will be awarded to the Clubs which have the highest increase in points gained during

the Age Group competition and Championships compared to the points it won in the preceding year's competition.

Clubs competing for the first time will not be included.

6.12 Winners of the Aggregate and Most Improved Club trophies will be presented at the County Annual Council Meeting and shall be returned by the holding Club to the Hon Trophy Controller either prior to or at the ACM following its presentation.

7. Submission of entries

7.1 The use of Sportsystems Entry Manager for submitting electronic entries is the preferred method for entry to these championships. The relevant Sportsystems entry file can be downloaded from the County website by following the path: *www.swimcheshire.org >disciplines >swimming >events* and clicking the "Download entry file" Symbol.

7.2 Entry fees for each event shall be:

- Individual entries made via 'Sportsystems Entry Manager': £4.75; Entries sent separately £5.50 per entry.
- Teams entries via 'Sportsystems Entry Manager' £12.
Poolside/Coaches Passes £20 each.

7.3 In addition to the electronic entries, a hard (i.e. paper) copy of an entry form must be submitted for each swimmer for checking purposes. (see section 15 below). This can only be sent through the post by the closing date for entries.

There is a separate entry form for male and female competitors.

The team declaration form (see section 15 below) must also be submitted (for checking purposes) – again this can only be sent through the post by the closing date for entries..

7.4 Electronic entries will be not accepted until the hard copy of the entry form(s) and entry fee have been received by the Championship Secretary.

7.5 Entries, accompanied by the appropriate entry fee must be received by the specified closing date.

7.6 All entries must be signed by an authorised person from the submitting Club to verify the accuracy of the entry information.

7.7 Consideration times will be applied to all individual events. There will be no consideration times for any team events.

7.8 Individual entry times after conversion if necessary (see 7.10 below) must be equal to or faster than the lower consideration time.

7.9 Consideration times for entrants must have been achieved at a Licensed Meet between 2nd January 2018 and the competition entry closing date.

7.10 Entry times must be:

- 25m times, or
- 50m times converted to 25m times.

All converted times must use the ASA Equivalent Performance Tables (use of the ASA Tables section on <http://www.pullbuoy.co.uk/times/> is permissible).

Where times are converted the second decimal place can be disregarded and entry times should be shown to one decimal place.

7.11 The competitor's club shall be responsible for:

- Checking and validating the entry forms and fees.
- Entering the information from the entry forms into a database using a computer programme (Sportsystems) provided.
- Returning the appropriate Sportsystems entry file to the Championship Secretary.
- Returning the completed entry forms (see 7.4 above) and a cheque (to cover individual and team entries, and coaches' passes).

- 7.12 Entries will be audited against the rankings published by the ASA and any club may be challenged to demonstrate the authenticity of the information provided. There will be no refunds for incorrect entries.
- 7.13 The Championship Secretary reserves the right to correct any time conversion calculations that are found to be incorrect in order that competitors are seeded correctly.
- 7.14 The Championship Secretary reserves the right to restrict entries in the interests of safety, time constraints and to ensure the smooth running of the competition. Where this rule is invoked the swimmers with the fastest submitted times in each age group shall take precedence. Events chosen for restriction will be at the discretion of the Championship Secretary.
- 7.15 The Championship Secretary has the right to accept entries outside the qualifying criteria in extenuating circumstances.
- 7.16 Submitted entry times shall be used for seeding and rejection purposes as required.
- 7.17 Refunds will only be given:
- Where a competitor whose entry has been accepted, has to withdraw on medical grounds subject to an appropriate medical certificate being received by the Championship Secretary.
- 7.18 Once an entry has been submitted improved times will not be accepted.
- 7.19 It is permissible for split times to be used for entries providing that the split time is less than or equal to the appropriate consideration time. Evidence of the achievement of this split time must accompany the entry.

8. Confirmation of entry

- 8.1 Accepted swimmers, details will be posted onto the Cheshire County website as soon as possible after the closing date for the competition. These should be used to cross check the accuracy of swimmer entries and to allow any necessary corrections to be made.

9. Meet procedures

Heats

- 9.1 A withdrawal system will be in operation. Competitors or their representatives must inform the organisers of their intention to withdraw at least one hour before the start of the session if they do not intend to swim. Notification may be by:
- Telephone message or text message to 07960 392769 or
by completing the form shown in section 17 below.

Withdrawal messages must state NAME, CLUB, EVENT(s) and COMPETITOR NUMBER

- 9.2 Any swimmer who has previously withdrawn can be reinstated before the appropriate closing deadline without penalty.
- 9.3 There will be no refund of entry fees for such withdrawals unless the withdrawal is for medical reasons in which case an appropriate certificate must be provided.
- 9.4 Should a swimmer withdraw from an event on medical grounds they will be removed from all other events including Skins to be held that day.

- 9.5 Swimmers who fail to withdraw in the prescribed manner shall be removed from that day's remaining events in which they have been entered.
- 9.6 Heat Start Lists will be made available to clubs as soon as possible after the commencement of the warm-up of each session.
- 9.7 Heats that culminate in a final shall be spearheaded with the last three heats being cyclically seeded. All heats for HDW events shall be spearheaded.
- 9.8 Competitors are responsible for presenting themselves to the Clerks of the Course one event prior to the one in which they are competing. It is the swimmer's responsibility to be at the start in time for the race. This applies to both heats and finals.

Finals

- 9.9 There will be Finals (10/11yrs: 12yr: 13yrs: 14yr: 15yrs: 16yr & 17/Over) for each Championship event which is not a HDW event (see 5.2). Two reserves will be declared for finals where possible.
- 9.10 Lanes for finals shall be allocated on the spearhead principle.
- 9.11 The names of finalists and two reserves shall be announced as soon as practicable after completion of the heats.
- 9.12 **ALL FINALISTS AND RESERVES MUST REPORT TO THE CLERKS OF THE COURSE FOR THE FINAL UNLESS THEY HAVE WITHDRAWN.**
- 9.13 Finalists and reserves who do not intend to swim must withdraw by completing the relevant form (see section 15 below) within 30 minutes of the announcement.
- 9.14 Withdrawals after the 30 minutes deadline (except in the case of genuine illness or of an emergency) will be subject to a fine of £10.
- 9.15 Fines
- A fine of £10 will be levied in respect of ANY FINALIST OR RESERVE who fails to withdraw and then does not report to the Clerks of the Course in the marshalling area at the required time. (except in the case of genuine illness or proven emergency)
 - Fines will be levied on the competitors club
 - The individual concerned shall not be eligible to swim in any other event in that session, or any future session or County event until the fine has been paid
- 9.16 Where a reserve is brought in as a result of a declared withdrawal then the final shall be re-seeded. Where a reserve is brought in at short notice the reserve shall occupy the vacant lane and there shall be no changes made to the allocation of other lanes.

Teams

- 9.17 All Team relay events will be held during Session 10 of the Championships.
- 9.18 A list of the names of its swimmers in swim order (see section 16 below) shall be submitted to the Recorders no later than 1 hour before the advertised start time of the Session during which the relevant event takes place. If a team sheet is not received by this time then the team concerned will be withdrawn from the event.
- 9.19 In the event of a race being recalled following a faulty start, the order of swimming may be changed so that another member of the same team swims the first leg.

Other

9.20 Any swimmer/team failing to comply with any of the foregoing conditions shall not be allowed to compete in the Championships.

9.21 The first swimmer in a team event is eligible to set a new County record for their age. However it is the responsibility of the club/swimmer to 'claim' the record.

9.22 Protests & Appeals - Officials decisions

At all times the Officials decisions are final and all individuals must respect all Officials as well as opponents in an appropriate manner.

Protests can be made in accordance with ASA regulation 101.

Protests can be accepted from anyone involved in the competition and must be put in writing to the Referee **within 30 minutes** of the conclusion of the event in question.

A protest may not be made against the decision of an official regarding fouling or any facts of the competition.

Any protest not correctly raised will not be considered by the referee.

9.23 All other matters regarding the running and administration of the Championships shall be at the discretion of the promoter or their agent(s).