



Gloucester City Swimming Club

License No. 3SW241807

Held Under Swim England Laws and
Regulations and Swim England Technical Rules of Racing
Run under Level 3 License conditions

GCSC Autumn Distance Events Level 3 Open Meet

18th October 2024

Promoter's Conditions

Introduction

The objective of this meet is to adhere to the British Swimming philosophy of providing competition for all and to meet the mission statement "Every swimmer has the opportunity to swim in appropriate, quality competition to enable them to achieve their true potential". This is an inclusive meet for disability swimmers (See MD entry form for available events). This competition is held under Under Swim England Laws and Regulations and Swim England Technical Rules of Racing.

Swimming/Spectator Area

For the purpose of this meet, Team Managers will be responsible for the conduct of their swimmers. It is therefore expected that Team Managers will remain in the seating areas and/or with their swimmers at all times.

The following requirements should be brought to the attention of competitors, team staff and spectators. Swimmers seating and spectator areas are separated by dividing ropes although situated in the same block. Entry to the swimmers' area is through the changing village and onto poolside. Entry to the spectators' seating area is from the first floor.

UNDER NO CIRCUMSTANCES (except when using as an evacuation route) **SHOULD SWIMMERS OR SPECTATORS CROSS THESE DIVIDING ROPES. Additionally, neither spectators nor swimmers are allowed to sit on the access steps to these areas. This is a Health & Safety requirement of the Leisure Centre that we are obliged to enforce.**

The Promoters of this event will adhere strictly to the Health and Safety Laws 203-206. It should be noted that no-one will be permitted into the changing village, poolside or swimming/spectator seating area until the Promoters and/or Meet Referee are satisfied that these Health and Safety Rules have been met in full.

Data Protection

All data relating to the entry and results processing will be held on computer using Hy-Tek Meet Manager system software. Results of the meet will be sent to British Swimming within 5 working days for the purposes of ranking.

Swimmer entries will be managed on a computer. By submitting entries, consent is thereby given, as required by the Data Protection Act 2018, to the holding of personal information on computer. Personal data will be available for inspection during the meet upon request and will be stored and destroyed in accordance with Swim England guidelines.

Photography

Guidance on photography and sharing images or video on social media will be available at the event. All attendees, including swimmers, spectators, coaches, parents, helpers and officials are required to follow the Swim England guidelines and are requested not to obstruct swimmers, coaches or officials on poolside.

Live Stream

The club may be live streaming these events and will follow the full Swim England Guidance on Photography which can be found in Wavepower the Child Safeguarding Policy and Procedures as detailed here; [Child safeguarding for Swim England clubs \(swimming.org\)](https://www.swimming.org/child-safeguarding-for-swim-england-clubs). If you have a swimmer who does **not** wish to be filmed for the live streaming, please contact the meet promoter. If a swimmer does not want to be filmed then the stream will be cut for their heat.

Pool

The competition pool is an 8-lane deck level 25m pool with a water depth of 2m throughout. Anti-turbulence lane ropes (including at the sides) will be used and turning flags will be placed at both ends of the pool. GL1 is a certified pool. Please note there is no warm down pool at this meet.

Entries

All club entries are required to be submitted electronically using the Hy-Tek Team Manager software, or TM Lite software. Details of this can be downloaded from the Gloucester City Swimming Club website www.gloucestercityswimmingclub.co.uk or by contacting openmeets@gloucestercityswimmingclub.co.uk. **GCSC DO NOT accept any responsibility for HyTek files entered incorrectly and will not make any changes to times or events entered by error. Please be aware that any swimmer's details entered incomplete or incorrectly on the HyTek file will prevent their times being updated by rankings.** Please also submit a club summary form and HyTek entries report print-out.

Individual swimmer entries are the ONLY ones allowed in paper format by post or e-mailed directly to openmeets@gloucestercityswimmingclub.co.uk.

Any para swimmers taking part are to be highlighted on the club summary form with classification and SE number. The Competition will be run as an integrated competition. Para-Swim/Disability competitors must have an authorised disability Classification, or Certificate of Disability/Exception which must be declared on the entry form and be presented to the Referee at the start of the relevant session before racing commences. Failure to do so may result in disqualification.

The Promoter reserves the right to reject entries if the event is oversubscribed. Entries will be accepted on a "first come, first served" basis. The closing date for entries is **midday Monday 30th September 2024**. All swimmers wishing to enter this meet must be registered as a category 2 member of the SE/SW/SS or their governing body and age will be as of **Friday 18th October 2023**. Entry times do not need to show on the rankings database (NT's acceptable).

All events will be swum in combined age groups seeded on entry times. Submitted entries must be in accordance with the attached eligibility and qualifying times. **It is the responsibility of all swimmers/parents and coaches to enter correct times as a random check will be done on the rankings database to check validity.**

Refunds will be given to Hy-Tek Meet Manager rejected entries only, and not to invalid or incorrect entries or if you withdraw after the closing date. See "Refunds" for further information.

Prior to the meet all clubs/swimmers will receive a listing of entries. Please ensure you check this for accuracy.

For all entries, please supply an email address to enable us to return your acceptance/rejections and any other information as required.

There may also be the opportunity for deck entries on the day of competition. Please see the promoter in the control room prior to warm-up to check availability.

Payment

Cost per individual entry is £12.00 for all events. For all entries please pay by bank transfer to GCSC Open Meets Ltd, sort code 30-96-26, account 28751760 using the reference "*swimname* Distance" or "*clubname* Distance" for club entries. Please write your bank reference on your entry form or in your e-mail.

Refunds

In the event of a withdrawal of a swimmer on medical grounds the Promoter must be informed before the start of the first session of the Meet. Refunds will be processed on receipt of a doctor's medical note when received before this deadline. Refunds are processed at the Promoter's discretion.

Signing In

- **All swimmers must sign in** at least 15 minutes prior to the commencement of warm up.
- It is the Team Manager/Coach's responsibility to ensure that their swimmers are signed in. Clubs with more than 20 swimmers competing will sign in with their coach on pool side and it is the coach's responsibility to verify and hand in the sign-in sheet to the promoter, after which no changes will be made.
- Any swimmer not signed in will be scratched from any event in that session.

Swimmers

All swimmers must report to the Competition Stewards when instructed to do so. Any competitor not reporting on time may be excluded. All swimmers must abide by the Competitor Marshalling rules advertised in the marshalling area.

All swimmers must be able to execute a competitive racing dive as laid down in SE law or they should start in the water. It is the swimmer's or their representative's responsibility to inform a meet official of any reason why they cannot conform to SE technical rules; this should be done before the event in which they are taking part commences. No swimmer should topple into the water in the event of a false or faulty start; a proper shallow dive must be performed.

Swimmers will compete as of their age on day, 18/10/2024.

Transgender Policy

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.

Timing

Hy-Tek/Omega electronic placing and timing will be used. Speakers are situated in the blocks on all lanes (Rule FR 4.3.3). It should be noted that timing pads are only situated at the finishing end of the pool. The operation of the electronic timing will be in accordance with Rule SW 13. Please note that the scoreboard is only an indication of placing/times and the final results will be at the referee's discretion

Secondary Strobe

There is a Secondary Strobe available at this Meet. Please ask if you require the secondary strobe.

Medals

All events are heat declared winners

Medals will be given to the top 3 swimmers in the age groups 11, 12, 13, 14, 15 and 16+

Medals will be given to the top 3 disabled swimmers based on British Disability Points.

Officials

We would be very grateful if clubs can support this meet by sending officials to help cover the licensing requirements. Officials who officiate at any of the sessions will be entitled to mileage expenses at a rate of 45p per mile from their home address to the Pool Venue and return, with a limit of one claim per day, regardless of the number of sessions attended in that day. Officials should request an expenses application form from a referee which should be completed and returned to that referee during the duration of the meet.

General

Where events are not covered by the above conditions, they will either be referred to the Meet Referee for a decision on technical issues or to the Promoter. The outcome of any decision will be based on Swim England Laws and Regulations and Swim England Technical Rules of Racing or in the spirit of fairness and equity and will be announced accordingly.

All clubs are asked to assist in the provision of qualified officials for each session of this meet. GCSC will make every effort to meet the requirements of a Level 3 meet but bears no liability if this is unachievable and the meet is downgraded.

Coach/Team Manager passes will be free, however please indicate in the below form how many you would like. Passes to be collected on the day at the control room. All results will be posted on the GCSC website or sent by email after the competition. Passes are restricted to a maximum of 4 per Club. It is the responsibility of the attending clubs to ensure that all Coaches/Chaperones have an up-to-date DBS check and **wear their passes at all times** when on poolside. Every person on poolside at any time must be a registered member of Swim England, Swim Wales (WASA) or Scottish Swimming (SASA).

Lockers are available in the changing village (£1 coin operated-refundable) as no valuables should be left unattended. The Promoter cannot accept liability for any loss or damage that may occur.

Mobile phones are not to be taken into or used in the changing village.

Swimmers must NOT change on the poolside, all swimmers must use the changing village when changing in and out of costumes.

*The Promoter will operate over the top starts.

*The Referee may make alterations on the day to facilitate smooth running of the meet, any such changes will be announced at the meet.

*The Promoter reserves the right to refuse admission or exclude any spectator, swimmer or coach from the meet who displays inappropriate language or behavior.

* Any person or club who abuses a member of the open meet team either verbally or via email will cause their club to be rejected from any future GCSC open meets.

*GCSC **do not accept** any responsibility for HyTek files that are entered incorrectly and will not make any changes to times or events entered for swimmers.

*GCSC **are not** responsible for any swimmers from other clubs. All clubs will comply with the Swim England Team Manager, Coach and Chaperone Policy; [Swim England releases new policy on club supervision ratios \(swimming.org\)](#)

*Any situation not covered by the above Rules & Conditions will be handled at the discretion of the Referee.

Gloucester City Swimming Club Autumn Distance Events Level 3 Open Meet
Held Under Swim England Laws and Regulations
and Swim England Technical Rules of Racing
Run under Level 3 License conditions
18th October 2024
GL1, Gloucester Leisure Centre, Bruton Way, Gloucester, GL1 1DT
Programme of Events

Times are approximate and will be updated and issued to all clubs once the entries are finalised

Friday 18 th October 2024		
Session 1		
Warm-up (Girls & Open/Boys)		
17:15		
Start Time: TBC		
Finish Time: TBC		
Event 101	Mixed	1500m Free
Event 102	Mixed	800m Free

Please refer below to qualifying times for age eligibility in certain events. These upper times also apply to any para-athlete, across all classifications.

Signing in closes 15 minutes before warm up for each session

Notes:

1. Allocated warm-up times (i.e. age group) will be advised on the day.
2. All events are Heat Declared Winners.
3. Medals to be collected from presentation desk.
4. The combined maximum length of session will be 3 hours

Gloucester City Distance Events Level 3 Open Meet Upper Qualifying Times

No swimmer with a time faster than the qualifying time may enter that event

FEMALE QUALIFYING TIMES

Female	11	12	13	14	15	16+
800m Free	10:48.01	10:32.01	10:10.11	9:40.01	9:25.01	9:00.01
1500m Free	20:30.01	19:50.01	19:05.01	18:35.01	17:42.51	17:10.01

OPEN/MALE QUALIFYING TIMES

Open/Male	11	12	13	14	15	16+
800m Free	10:48.01	10:20.01	10:00.01	9:30.01	9:00.01	8:25.01
1500m Free	20:10.01	19:24.01	18:26.01	17:35.01	16:45.01	16:10.01

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18th October 2024

GL1, Gloucester Leisure Centre, Bruton Way, Gloucester, GL1 1DT

CLUB SUMMARY FORM

Licence No. 3SW241807

Swimming Club:			
Contact Name:	Club Code:		
Address:	Club Bank Details (required in the event of a refund)		
	Bank:		
	Sort Code:		
Tel No:	Account No:		
Email:			
Total number of swimmers =			
Total number of events =		@ £12.00 per event	£
Total No of Coaches passes/Team Manager passes (Max 4 per club) =		Free	£
		Total	£

By submitting my club's entries electronically, I confirm that I accept the Promoters conditions on behalf of all swimmers entered and confirm that they are eligible swimmers as defined in SE Law.

All swimmers who are unable to perform competitive racing dives in accordance with the SE recommendations, will start in the water.

Club Representative Signature _____

Please pay via bank transfer to GCSC Open Meets Ltd, sort code 30-96-26, account 28751760 using the reference "*swimmername* Distance" or "*clubname* Distance" for club entries.

Bank Transfer reference / Date _____

This club summary form must be completed and returned with the Hy-Tek Meet Entry Craig Skinner (GCSC) 20 Woodbine Close, Abbeymead, Glos. GL4 4FB



*The Hy-tek report may be emailed to openmeets@gloucestercityswimmingclub.co.uk

Closing Date for Entries – midday Monday 30th September 2024



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18th October 2024

GL1, Gloucester Leisure Centre, Bruton Way, Gloucester, GL1 1DT

Disability Swimming Supplementary Conditions

The general conditions of the Open Meet as specified in the main application pack shall apply to the Multi-Disability Swimming events except where varied by any of the following conditions

Please note additional details on entry form if you are Disability swimmer.

Eligibility

- All Para-Swim/Disability competitors must have an authorised disability Classification, or Certificate of Disability/Exception which must be declared on the entry form at the time of entry and be presented to the Referee at the start of the relevant session before racing commences. Failure to do so may result in disqualification. All competitors must be registered as members of a swimming club affiliated to the Swim England (SE), Scottish Swimming (SS) or Swim Wales (SW) at time of entry.
- All competitors must be registered as members of a swimming club affiliated to the Swim England (SE), Scottish Swimming (SS) or Swim Wales (SW) at time of entry.
- Eligibility for all disability swimmers must be slower than the times shown on the qualifying times sheet.
- Any para swimmers taking part are to be highlighted on the club summary form with classification and SE number.
- All swimmers will swim together, inclusive of multi disability swimmers.
- The promoter will source all proof of classification for each disability swimmer from the Home Country membership check data base and submit it to the Lead Referee prior to the start of the open meet.
- The swimmer shall be judged under the relevant IPC rules.
- The promoter reserves the right to combine events dependent on the number of entries.

Accreditation

- All coaches and personal care attendants must have accreditation.
- Personal care attendants will only be permitted for swimmers in the following classes - S1-S4 and S11, or swimmers with an Assisted Start exception.
- A swimmer in the classes specified above may have both a coach and a personal care attendant present.
- All coaches and personal care attendants must conform with SE safeguarding procedures.