

HALLOWEEN HORROR OPEN MEET RULES & CONDITIONS

19TH AND 20TH OCTOBER 2019

Event license & Pool

1. The competition will be held under Swim England Laws and Regulations and Swim England Technical Rules of Racing. This event is LICENSED by the ASA at Level 3 (SW191544).
2. All competitors must be category 2 registered. Registration must be with the ASA, Welsh ASA or Scottish Swimming and competitors may only compete in the name of one club.
3. The Promoter of the Open Meet shall be the Weston-Super-Mare SC Open Meet Committee.
4. The pool length is 25m, has eight lanes and will be equipped with electronic timing with full display and anti-wave lane ropes.

Programme of Events & Data Protection Declaration

5. All events are Heat Declared Winners.
6. The events are as follows:

<u>STROKE</u>	<u>AGE GROUPS</u>
50m – Back, Breast, Fly, Free	9,10,11,12,13,14,15/Over
100m – Back, Breast, Fly, Free	9,10,11,12,13,14,15/Over
100m – Individual Medley	9,10,11
200m – Back, Breast, Fly, Free	10,11,12,13,14,15/Over
200m – Individual Medley	10,11,12,13,14,15/Over

7. Individual Age Groups for medals are 9, 10, 11, 12, 13, 14 and 15/over. **Ages will be as at 20TH October 2019.**
8. Medals will be given to the **top 6** placed swimmers in all age groups, apart from the 15/over age category which will be awarded to the **top 3** placed swimmers, in each event.
9. In addition to the individual awards, the following overall awards will be presented at the end of the meet:
 - i). Top boy and top girl swimmers in the following age groups:

9, 10, 11, 12, 13, 14 and 15/Over.

ii). Top visiting club.

10. Event points will be scored for all eligible swims.
The scoring will be as follows: 1st- 8 points, 2nd- 7 points, 3rd- 6 points, 4th- 5 points, 5th- 4 points, 6th- 3 points, 7th- 2 points and 8th- 1 point. In the event of a tie for any of the awards, we will issue 2 awards.
11. Heats will be swum with all age groups combined and swimmers will be seeded by entry times. No amendments will be made to the heats on the day.
12. Entries must not be faster than the Upper Limit for each event.
13. A secondary strobe will not be made available.
14. 'Over the Top Starts' will be used at the Referee's discretion.
15. Hot Heats – Throughout the weekend, random heats will be nominated as 'Hot Heats'. Before the heat is started, the desk will announce the heat. The winner of the heat will win a cash prize.

Entries

16. The Entry Fee is £5.50 per event.
17. Full instructions for the download of the electronic HyTek entry file are included on the Weston-super-Mare Swimming Club Teamunify website at: www.wsmc.co.uk
18. **All entries must be submitted in ONE electronic entry file format and e-mailed to openmeet@wsmc.co.uk**
19. No entries will be accepted or amended **after** the closing date of **midnight Friday 4th October 2019**.
20. All entries will be considered up until midnight of the closing date **Friday 4th October 2019**.
21. If the open meet is excessively over-subscribed, the promoters reserve the right to reject some of the **fastest entries** of each age group across all events at their discretion. This will allow us to keep the length of the sessions within permitted licensing guidelines.
22. Swimmers are expected to submit authentic qualifying entry times which maybe randomly checked.
23. It will be the responsibility of the Club submitting the Electronic entry to ensure the accuracy of entries prior to submitting to WSMSC. **Mistakes made by clubs in their electronic entry files will not be corrected by Weston-super-Mare SC open meet committee members.**
24. Individual entries must also be submitted electronically and **must** include the entrant's ASA registration number and date of birth, together with the relevant entry fees.
25. Entries will not be registered unless accompanied with the FULL correct entry fee.
26. **All Entries must be paid at the time of entry, any clubs not having paid by the closing date of the 4th October 2019 may not be entered into the meet.**

On the Day Entries ('Deck Entries')

27. Prior to the commencement of each session, deck entries will be accepted on a **'first come first served basis'** if there are any empty lanes available, without creating any additional heats. Deck entries will cost £6.50 per event and payment will be required before the entry is accepted in **cash only**. Deck entries which are not accepted will be refunded in full.
28. Deck entries will be treated as time trials/exhibition swims and will therefore **NOT** be eligible for points or medals. Where possible deck entries will be placed into appropriate heats based upon their submitted entry time, which **MUST** fall within the upper qualifying times for the relevant event, as stated within the information pack for this open meet.
29. Should a swimmer who has entered via a deck entry decide to withdraw or is unable to swim that event, no refund will be given, and no substitute swimmer will be permitted either.
30. Once a session has started, no deck entries will be accepted for that session.

Payment Details

31. Please make your payment by BACS, using the following bank account details:

Bank: Barclays Bank Plc

Account Name: Weston-super-Mare Swimming Club

Sort Code: 20-68-15

Account: 53084396

Please include a reference to identify the Club or individual swimmer for whom the payment relates. Please use tag 'HWEN' followed by Club identifier or name of swimmer. For example:

HWEN-CASC for Clevedon Swimming Club OR
HWEN-MSmith for M Smith

32. Cheques should be made payable to: Weston-s-Mare Swimming Club and sent to the organiser's address as detailed below before the closing date of the 4th October.

Refunds, Withdrawals and Rejected Entries

33. Any information in respect of rejected entries will be sent to clubs as soon as possible after the closing date. All refunds will be sent either by post in one cheque to the club submitting the entries or will be available for collection on the day of the meet.
34. Refunds for withdrawals after the closing date will **only** be given upon production of a valid medical certificate.
35. Competitors' times will be computer processed and results sheets will be displayed in the marshalling and spectator's areas as soon as practically possible.
36. Competitors' times will also be available to view on Meet Mobile.

Coach/Team Manager Passes

37. Clubs attending this meet must purchase at least one coach/team manager (TM) pass for every 10 swimmers entered (**minimum of 1 and a maximum of 4 per club**). Coach/TM passes will cost: Saturday - £10.00, Sunday - £10.00, or both days - £15.00. Entries will not be accepted without the purchase of the appropriate number of passes – they must be arranged in advance. Clubs will **NOT** be able to purchase passes on either day of the Open Meet.
38. Coach/TM passes must be ordered with club entries and must be worn at all times during the meet (no-one will be allowed in the designated swimmer areas without a pass – this will be enforced). All coaches and TMs must hold a current DBS accreditation (checks will be made at the meet). Their details must be entered on the Coach/Team Manager Pass Application Form and be forwarded along with their entry forms.

Spectators/Photography/Video at the Meet

39. There will be a charge for spectators:
 - One day will cost £3 or £5 for the whole weekend
 - Under-16s will be free
40. Anyone wishing to partake in close zoom or video photography using a camera or mobile phone **must** comply with the ASA guidelines. It is no longer a requirement that you sign a register to use any photographic device however, the guidelines on consent and decency **MUST** always apply throughout the Open Meet. Photography guidance applies to all images and recordings taken on any camera, mobile phone or other recording devices. Social media guidance will apply if these images or recordings are being shared through any social media platform. These guidelines apply to everyone – spectators, parents, coaches, swimmers, officials and volunteers at all times. Should you have any concerns about the behaviour of anyone during this Open Meet please could you kindly raise your concerns to a Weston-super-Mare Swimming Club volunteer, either at the recorders desk or information/medal desk.

Data Processing Declaration

41. All data relating to the entries and results of this open meet will be held on computer using Hy-Tek Meet Manager system software. The results of the open meet will be sent to ASA rankings

within 5 working days, for uploading on to the ASA database. Swimmers details will be kept in accordance of the ASA guidelines and as required by the Data Protection Act 2018 only.

Personal data will be available for inspection during the open meet upon request and will be stored and destroyed in accordance with Swim England guidelines.

42. The Data Protection Act 2018 applies for stored results.

Request for Officials

43. To ensure that the Open Meet can run effectively and efficiently, all clubs submitting entries are requested to assist by supplying details of any Licensed officials who are willing to help us. Their details must be entered on the Officials' Submission Form and be forwarded with their club's entries. Food and refreshments will be provided to officials who are on duty all day. Travel expenses will be offered to qualified officials attending this meet.

Things Beyond Our Control

44. If during the course of the Open Meet any situations arise beyond the promoter's control, the conditions may have to be altered to ensure the smooth running of the Open Meet. These conditions will only be changed and announced if necessary, by the Referee on the day.

45. In the event that this Open Meet has to be cancelled for reasons beyond the promotor's control, we reserve the right to withhold a portion of entry fees paid, to offset any unrecoverable costs which we may incur. Residual funds will be returned to clubs as soon as is practically possible.

All entries and enquiries should be made before midnight Friday 4th October 2019 using the following contact details:

WESTON-SUPER-MARE S C OPEN MEET COORDINATOR

Postal address: Mrs Hellen Gilmore,
10 Reed Way
St Georges
Weston-super-Mare
BS22 7RJ

E-mail address: openmeet@wsmsc.co.uk