

WEST MIDLAND CHAMPIONSHIPS

Swimming Championships 2020

Alan Higgs Sports & Leisure Centre

2nd, 3rd, 8th, 9th and 10th May 2020

(Under SE Laws and SE Technical Rules of Swimming)

(License 1WM201081/1WM201)

Meet information and Promoters Conditions

Entry to all West Midland Championships is via a club coordinator who is responsible for communicating all information to and from the swimmers. Individual entry is not permitted.

Championship Administrator: Mr Simon Sinclair – entries@wmswimchamps.org.uk

Championship Promoter: Mrs Louise Barnes – louise@westmidlandswimming.org

1 Entries

1.1 Entries will only be accepted when submitted using the entry website. Entry files from other sources are not acceptable. Entry is via your club, individual entry is not acceptable.

1.2 Entry procedures:

Communication is by email and payment made on-line via the entry website. Payment is only acceptable by credit / debit card, or via Paypal. In the event of any difficulties contact the Championship Administrator for assistance.

The club coordinator shall be responsible for:

- a) Checking and validating the swimmers' entries and fees.
- b) Entering swimmers' details onto the entry website.
- c) Submitting the entry and payment to the Championship Administrator.
- d) Checking the processed entries list on the website. Known errors must be reported immediately and before the closing date.

1.3 All information is available on the championships website www.wmswimchamps.org.uk.

1.4 Entry times must be achieved in a licensed meet at Level 1, 2 or 3 between 1st September 2019 and the published closing date, Wednesday 15th April 2020. Swimmer detail and entry times must be downloaded using the entry website. The entry website selects the best time which may be a converted time.

1.5 **Age as at 31st December 2020.**

1.6 To enter the meet a swimmer must be visible online when using the entry website. Should a swimmer not be visible, then the Club Membership Officer must contact SE Membership department to resolve the problem. This usually occurs if a swimmer chooses to hide their information when completing a membership application form, or when a swimmer has changed clubs and the paperwork has not been submitted, or has been processed incorrectly.

1.7 Swimmers can only swim for the club that they are entered under on the entry website, including relay swims.

- 1.8 Entry is **£8.00** per individual event. Team events are **£12.00**. Refund of entry fees will only be given on medical grounds, if an appropriate medical certificate is provided.
- 1.9 Entries must be submitted on the entry website by 23:59 on the closing date – **Wednesday 15th April 2020**.
- 1.10 On submitting entry payment is made electronically via the entry website. It is not necessary to have a PayPal account as credit or debit card can be used. In the event of a problem please contact the meet administrator for advice.
- 1.11 Notification of accepted entries shall be via a list on the championships website. Should any rejections occur then these will be notified by email to the club coordinator.

2 Age groups and Finals

- 2.1 Awards will be given to the top three swimmers in each age group 11/12, 13, 14, 15, 16 and 17 & over.
- 2.2 Finalist age groups shall be as below:
 - a) 50m / 100m & 200m event finals will be swum as 11/12yrs, 13yrs, 14yrs, 15yrs, 16yrs, 17 & Over.
 - b) 400m individual events will be swum as Junior age group (11-13 yrs Girls and 11-14 yrs Boys) and Senior age group (14/over Girls and 15/over Boys). Awards will be given to the top 3 in each age group 11/12, 13, 14, 15, 16 17 & over. **Those swimming in a final will take precedence over a swimmer in the same age group that did not swim in a final regardless of the times achieved in the final**
 - c) 800m & 1500m individual events and team events will be swum as heat declared winners

3 Relays

- 3.1 Swimmers can only swim for the one club they are entered under on the entry website.
- 3.2 Swimmers for relay only swims must be entered onto the entry website at an administration cost of £1.00 per swimmer.
- 3.3 A swimmer must be a member of the club they wish to compete for in the relays by the meet closing date of 15th April 2020.
- 3.4 A minimum of two relay swimmers per team must have qualified for the championships and be entered into one or more event

4 Withdrawals

- 4.1 Email withdraw@wmswimchamps.org.uk
- 4.2 Final notice of the withdrawal of swimmers from a club shall be reported to the recorder via email, **by 18:00 the day before the event is due to be swum**, with the exception of the 800m & 1500m Freestyle events, which are 1 hour before the start of the session in which they are being swum.
- 4.3 The promoter cannot accept any responsibility for emails which are not received. Emails sent to the withdrawal email address will get an automated reply.
- 4.4 Once the event has been seeded, subsequent withdrawals will only be allowed on medical grounds.

- 4.5 Notice of withdrawal by a finalist or reserve finalist shall be given to the recorders following the below conditions:
- 4.5.1 50m races – within 15 minutes of the publication of the heat result
 - 4.5.2 All other events - within **60 minutes of the publication of the result from the heats, or within 15 minutes of the conclusion of the session, whichever is sooner.**
 - 4.5.3 Reserves not required for finals will be released after the above deadline. Any subsequent withdrawal may only be made on medical grounds.
- 4.6 It is the responsibility of the swimmer to check if they are required for a final. **The recorders will not announce the withdrawal of swimmers.**
- 4.7 **Failure to notify withdrawal from a final shall be subject to a £20 fine.** The swimmer may not compete again in the Championships or any subsequent regional championships until the fine is paid. In the event of a swimmer not paying the fine, the club in whose name the swimmer has entered the competition shall be responsible for payment.
- 4.8 All reserves who do not withdraw before the deadline must report to the marshalling area with the finalists, ready to swim. If they are not required they will then be released by the marshals. Where a reserve is brought in at short notice then the reserve shall occupy the vacant lane, there will be no amendments to the allocation of lanes.

5 Coaches Passes

- 5.1 All coaches applying for poolside accreditation must be listed on their club's OMS Coach and Teacher register with the relevant DBS and safeguarding information along with an appropriate qualification. Failure to comply with this may result in poolside accreditation not being available to purchase. Please see poolside accreditation document for requirements.
- 5.2 Accreditations can only be purchased via the online accreditation system, subject to meeting the requirements laid out in the poolside accreditation document.
- 5.3 Accreditation will be £40 for all 5 Days of Competition or £10 per Day. Weekend passes will be available at a cost of £16 for 2nd and 3rd of May or £24 for 8th, 9th and 10th May 2020. Poolside accreditation will include heat sheets, a breakfast batch and access to the all day tea/coffee/water station.
- 5.4 Accreditations are non-transferable. If a pass is lost or forgotten, a replacement pass will be issued at a cost of £10 via the meet managers.
- 5.5 Accreditations for coaches, team managers and chaperones must be worn at all times while on and around poolside, including in the spectator area unless attending as a spectator.
- 5.6 Personal care attendants will only be permitted for swimmers where assistance is permitted on the code of exceptions. Should the attendants be relations of the swimmer they will be excluded from any requirements. Personal care attendant accreditations are linked to an individual swimmer and should not be used by the club to support any other role. The personal care attendant accreditation will be free of charge, all other roles linked to the swimmer such as coach must apply via the online accreditation system.

6 Spectator entry fees

- 6.1 Spectator entry will be by purchase of a wristband, and will be £5 per day per person. There may be discounts offered for multiple day wristband purchases.
- 6.2 Wristbands must be worn at all times in the spectator area. Failure to do so may result in a further admission charge being imposed.
- 6.3 There will be a free to download programme available for this event.

7 Other meet conditions

- 7.1 Heats shall be seeded using cyclical seeding if there is a final for the event. Any remaining heats will be spearheaded. Heats for events with no finals will be spearheaded. All finals are spearheaded by default.
- 7.2 Should a final comprise of only one swimmer then an award will be only be made if the swimmer achieves or improves on their entry time for that particular event.
- 7.3 Start times for each session will be published on the event website shortly after the closing date. The times are dictated by event demand.
- 7.4 A swimmer failing to comply with any of the foregoing conditions shall not be allowed to compete in the championship concerned.
- 7.5 There is a secondary stroke and backstroke ledges available at these Championships.
- 7.6 There will be a swim down facility the end of each session at these Championships. Additional land based cool down facilities will also be available. Full details of swim down breaks can be seen on the meet schedule.
- 7.7 There will be no portable chairs allowed on poolside.
- 7.8 Anything not covered by these conditions shall be decided by the promoter.