



**SWIM ENGLAND WEST MIDLANDS
REGIONAL CHAMPIONSHIPS 2022**
Alan Higgs Sports & Leisure Centre, Coventry
30th April, 1st, 2nd, 7th and 8th May 2022
(Under SE Laws and SE Technical Rules of Swimming)
(License Number 1WM220505)

Meet Information and Promoters Terms and Conditions

Entry to all West Midlands Competitions 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

Championship Covid Lead: Mrs Jo Deakins covid@wmswimchamps.org.uk

1 Covid-19 and Social Distancing

- 1.1 A Covid Lead has been appointed for this competition, details as above, so that in the event of any changes to Government and/or Swim England guidance on holding safe swimming competitions, they are in place to lead on anything necessary Covid related.
- 1.2 If there are changes to Government and/or SE guidance, these terms and condition are subject to change. Any such revisions will be published on the Championships website (see 2.3.6 below).
- 1.3 Swim England West Midlands Region reserve the right to cancel this competition if it is unable to proceed due to Government and/or SE guidance, or if there are insufficient numbers of officials and other staff to enable the competition to run smoothly and comply with licensing requirements.
- 1.4 In view of 1.3 above, SE WMR recommends that nobody commits to non-refundable travel or accommodation. Neither the promoter nor SE WMR will be responsible for any losses, regardless of circumstance or cause.
- 1.5 By entering this competition, or the purchase of poolside accreditation, competitors and their supporters agree to be bound by these terms and conditions. This will include any Covid-19 requirements that may be recommended. Failure to do so may result in removal from the premises and competition.

- 1.6 All persons attending this meet are asked to undertake a lateral flow test on the morning of each day they attend the competition, and not attend the competition if this test proves to be positive, or if they are showing any Covid-19 symptoms. If the Government/Swim England guidance is different at the time of the competition the guidelines at the time of the competition will take precedence.
- 1.7 All persons attending this meet may be asked to complete a Return to Competition Health Declaration form.
- 1.8 The promoter reserves the right to alter the programme of events, including not holding finals, if it becomes necessary due to Government and/or SE guidance.

2 Entries

- 2.1 Entries will only be accepted when submitted using the entry website. Entry files from other sources are not acceptable. Entry is via your club coordinator, individual entries are not permitted. The promoter and meet administrator will not, under any circumstances, accept any late or poolside entries.
- 2.2 Communication will be by email with one club coordinator per club, and clubs will be invoiced for their entries within 7 Days of the closing date of 14th April 2022. Payment is only acceptable by BACS. In the event of any difficulty please contact the championship administrator for assistance. Once entries are invoiced there will be no refunds with the exception of clause 2.10 below. Any entries not paid for prior to the competition will be withdrawn.
- 2.3 The club coordinator will be responsible for:-
 - 2.3.1 Checking and validating the swimmers entries and fees.
 - 2.3.2 Entering swimmers details onto the entry website.
 - 2.3.3 Submitting the entry to the Championship administrator.
 - 2.3.4 Checking the processed entries on the list on the website. Any errors must be reported immediately, and before the closing date.
 - 2.3.5 Ensuring that payment is made for the club's entries by BACS to the regional bank account, details of which will be shown on the invoice.
- 2.4 All information is available on the championships website www.wmswimchamps.org.uk
- 2.5 Entry times must be achieved at a licensed meet at levels 1, 2 and 3 between 01.04.2021 and 14.04.2022. Swimmer detail and entry times must be downloaded using the entry website. The entry website selects the fastest time, which may be a converted time. The entry times are short course times.
- 2.6 Age is as at 31st December 2022.
- 2.7 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 when 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.
- 2.8 Entries from para-swimmers who hold a British Swimming Para Classification are welcomed, and are not subject to the qualification times.
- 2.9 Swimmers must be a member of a club affiliated to SE WMR. Swimmers who are dual registered may only enter one region's Regional Championships. Clubs entering swimmers who are dual registered have a responsibility to ensure that this condition is met. Swimmers may only swim for one club, including in relays.

- 2.10 Entry is £8.00 per individual event. Team events are £12.00 per event. A refund of entry fees will only be given on medical grounds, and appropriate evidence must be provided. This includes those self-isolating due to a positive Covid test. Any such refund is entirely at the promoter's discretion.
- 2.11 Entries will open on 26.03.2022, subject to licensing approval.
- 2.12 Entries will close at 23.59 on 14.04.2022. If demand allows, a secondary entry will be opened shortly after the initial closing date to accept any further entries, however these will be priced at £16.00 per individual swim, and are subject to all other conditions listed. Any entries accepted in this secondary period will be subject to availability and on a first come first served basis. The secondary entry period will close on 21.04.2022 at the latest, and before if the event becomes full. Any entries made in this secondary entry period will be invoiced to clubs as soon as possible after the secondary entry closed and must be paid for within one week of the invoice date. Any entries not paid for prior to the competition will be withdrawn.
- 2.13 There will be a maximum of 3 heats of 800 and 1500 metre freestyle events. If rejections are necessary they will be made as described in 2.14 below. A reserves list will be kept for any swimmers rejected from these events. Reserves will be selected in time order, fastest rejected first, and will be notified as soon as possible that they have a swim. Start sheets for these events will be produced an hour before the events are due to be swum, so withdrawals from these events must be notified to the Championship Administrator up to 1 hour ahead of the time that the events are due to be swum. Club coordinators will be asked to provide contact details for rejected swimmers for the purpose of contact should a swim be available to them.
- 2.14 If the event is oversubscribed, entries will be rejected to ensure that the competition stays within timelines and any other restrictions in place. If any such rejections are necessary these will be made fairly across both age groups based on entry time. This will be entirely at the discretion of the promoter and may not be the subject of any appeal.
- 2.15 Rejected entries will be listed on the website.
- 2.16 A list of accepted entries can be viewed on the website.
- 2.17 By entering this competition or purchasing poolside accreditation, or attending as an official, you are reminded that all Swim England members have signed the SE code of conduct and are expected to abide by this. The event organisers will not tolerate any form of abuse towards volunteers at this competition.

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 14th April 2022.
- 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 Age groups

- 4.1 Age groups are 11/12, 13, 14, 15, 16 and 17 and over. Age is at 31.12.2022.
- 4.2 800m and 1500m events will be heat declared winners, all other events are planned on having finals, although this will be subject to government and SE guidance at the time of the event.

- 4.3 There will be medals for the top 3 placed in each event/age group.
- 4.4 A £50 Swim Path Voucher will be sent to the following swimmers: top male and female senior swimmers, top male and female junior swimmers, top male and female para swimmers. This will be decided on FINA points for senior and junior swimmers and British Disability points for para swimmers.

5 Finals

- 5.1 Open finals will be swum at this event, as per the schedule of events) in 50m, 100m, 200m and 400m events.
- 5.2 Swimmers will be the 8 fastest swimmers in each event.
- 5.3 There will be two reserves per event.
- 5.4 Of the 8th fastest and 2 reserves, swimmers not wishing to participate in finals should let the promoter/meet administrator know within 30 minutes of the publication of the results, or 15 minutes of the conclusion of the session, whichever occurs first. Reserve swimmers will be given a swim if 1 or more of the fastest 8 swimmers for the event do not wish to swim. If more than 2 of the fastest 8 do not wish to swim, or if the reserves do not wish to fill the places of qualifying swimmers not wishing to swim, the final will be swum with empty lanes.
- 5.5 If a swimmer does not withdraw from a final by the specified time and then do not subsequently swim in the final they will be charged a £20 fine. The swimmer will not be allowed to compete in further events until the fine is paid. Any fines not paid at the end of the competition will be invoiced to the clubs.
- 5.6 If Government and/or SE guidance changes the planned finals may not take place.

6 Withdrawals

- 6.1 Withdrawals will only be accepted via the website. You will need access to your email account to complete a withdrawal from one or more events. You will be able to see a withdrawal confirmation on the website.
- 6.2 The deadline for making withdrawals is 18.00 the day before the event is due to be swum.
- 6.3 Once the event has been seeded, subsequent withdrawals will only be allowed on medical grounds. Any such withdrawals will be swum as empty lanes, and no poolside substitutions will be allowed.

7 Poolside Accreditation

- 7.1 All coaches/team managers applying for poolside accreditation must be listed on their club's OMS Coach and Teacher register or listed as a team manager with the relevant DBS and safeguarding information along with an appropriate qualification and photograph. Failure to comply with this may result in poolside accreditation not being available for purchase.
- 7.2 Poolside accreditation may only be purchased via the online accreditation system, and will be a cost of £10 per day.
- 7.3 Poolside accreditations are non-transferable. If a pass is lost or forgotten, a replacement can be issued by the championship administrator at a cost of £10.
- 7.4 Accreditation for coaches, team managers and chaperones must be worn and visible on poolside at all times, in the wallet supplied.
- 7.5 Poolside accreditation will include a start list which will be issued on production of such accreditation – one start list per poolside accreditation. It will also include unlimited tea/coffee.
- 7.6 Personal care attendants will only be permitted for swimmers where assistance is permitted on the code of exceptions. Should the attendant be related to the swimmer they will be

excluded from any requirements. Personal care attendant accreditations can be obtained from the championship administrator and must not be used for any other purpose than to support the relevant swimmer.

- 7.7 There may be restrictions on the number of coaches/chaperones/team managers on poolside depending on relevant government/SE guidance at the time of the meet, but clubs are asked to be mindful of Wavepower guidance regarding numbers and genders of their staff.

8 Spectators

- 8.1 It is planned that spectators will be allowed at this event.
- 8.2 Tickets must be booked in advance via the website. Details will be released nearer the competition.
- 8.3 Tickets will cost £5 per session.

9 Live streaming

- 9.1 Live streaming will take place at this event.
- 9.2 If you do not wish your swimmer to be filmed please contact the Championship administrator by 24.04.2022.

10 Swim shop

- 10.1 Swim Path will be in attendance at this event and they will be housed in the function room on the first floor.
- 10.2 Championship merchandise will be available to pre order. A link will be posted on the website when available.

11 Other meet conditions

- 11.1 All heats will be spearheaded.
- 11.2 Start times for all sessions will be published on the website as soon as possible. The times are dictated by event demand.
- 11.3 A swimmer failing to comply with any of these terms and conditions shall not be allowed to compete at this event.
- 11.4 Backstroke ledges and a secondary strobe light are available at this competition.
- 11.5 There will be limited swim down at this event.
- 11.6 There will be no portable chairs allowed on poolside.
- 11.7 All food consumed at the Alan Higgs centre must be purchased from the food outlets at the centre, with the exception of food for competitors, which is a concession for this competition by the centre management.
- 11.8 Anything not covered by these terms and conditions will be at the discretion of the promoter.