

Sussex County ASA

Conditions for Relay Championships 2023

1. General conditions

1.1 All events shall be conducted in accordance with Swim England Laws and Technical Rules of Swimming. This competition will be run as a short course (25m) event and will not be licensed. A supplementary strobe will be provided.

1.2 Sussex County ASA (SCasa) will hold a Relay Championships on 19th February 2023.

1.3 There shall be relay events for boys and girls in the following age groups:

10/11yrs 12yrs/13yrs u17yrs Junior (Championship) Open (Championship)

1.3.1 Swimmers ages shall be as on 31st December in the year of the competition as directed by Swim England.

1.4 The programme of events shall include competitions for all age groups over the following distances:

Freestyle	Open Women/Men	4 x 100m
	Junior Girls/Boys	4 x 50m
Medley	Open Women/Men	4 x 100m
	Junior Girls/Boys	4 x 50m
	Open Mixed teams	4 x 100m
	Junior Mixed teams	4 x 50m

1.5 The Event Manager or Deputy, Principal Referee and the Non-technical Manager shall form an Emergency Committee for the duration of each session of each competition. The Emergency Committee, in consultation with the pool operator, shall be responsible for the safe delivery of all aspects of the competition.

1.6 Any matter arising not specifically covered by these conditions shall be dealt with by the SCasa SC. The Event Manager or Swimming Manager and Principal Referee, after consulting appropriate Sussex County ASA representatives, may act for the SCasa SC in this respect, during a competition.

2. Championships

2.1 There will be Junior and Open Champions.

2.1.1 The Junior Champions will be the fastest team in the u17yrs Junior Championship final.

2.1.2 The Open Champions will be the fastest team in the Open Championship final.

2.2 In the event that finals cannot be swum, champions will be decided by the fastest swims in the heats.

3. Data Management and photographic permission

3.1 By submitting an entry, entrants are accepting that entries will be processed using a computer system. Entrants may request that details are not displayed on the website but need to be aware that entry confirmation and results are not made available in any other form.

3.2 Photographs may be taken and used to promote the sport by Sussex County ASA and/or made available for download and purchase. All photography will conform to the "Swim England Photography and Photographing Swimmers Policy" as prescribed in Wavepower.

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4 Eligibility for entry

- 4.1 Entry to Sussex County ASA events shall be open to eligible competitors who are members of Sussex clubs affiliated to Swim England South East. Entry is subject to compliance with Regulation 22 of the County Association.
- 4.2 All competitors must be Club Compete registered as a member of the club they are representing at the closing date for entries.
 - 4.2.1 Competitors who are members of more than one club may only compete under the name of one of those clubs in any one competition.
 - 4.2.2 Swimmers may only swim for one team per event.
 - 4.2.3 Any swimmer who represented a team in a heat may not be a member of another team in a final.
- 4.3 All affiliated clubs are eligible to enter two teams into all relay events subject to prevailing conditions as set out in condition.
- 4.4 Relay teams may be selected from any of the eligible names entered on the electronic entry system before the closing date. Changes in team members or swimming order can be made up to the published time on the day. Team order changes can also be made between heats and finals but only the same 4 swimmers may be used.
 - 4.4.1 Emergency changes agreed with the Principal Referee or Event Manager during the day will also be accepted.

5. Entry Management

- 5.1 The entry fee shall be £13.00 per team per event.
- 5.2 Entries for all competitions must be made by an affiliated club using the electronic entry system provided and be sent to the person nominated to receive them by the declared closing date. No entries will be accepted after the published gala closing date.
- 5.3 All information requested by the electronic entry system must be supplied. The SCasa SC reserves the right to alter incorrect details or, if necessary, remove any swimmer whose Swim England registration cannot be confirmed.
- 5.4 All entries must be received by midday on the date stipulated to be eligible for consideration into the competition.
- 5.5 Full payment for all entries must be made by clubs using BACS and received at the Association's bank by midday on Wednesday 15th February 2023. No entries are valid until payment has been received and teams may be removed from the competition if payment is late.
 - 5.5.1 Payment should be made to the Association's Bank account:
Account Name: The Sussex County Amateur Swimming Assn
Sort Code: 30 – 94 - 38
Account Number: 00704402
- 5.6 The capacity of the competition is governed by the maximum number of swimmers that are allowed in the centre (not just in the pool hall). This number will be agreed with the pool operator is an absolute limit and will depend on:
 - Prevailing restrictions imposed by the UK Government.
 - Prevailing guidance from Swim England and the NHS

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- Any restrictions imposed by the pool operator

5.7 All entries will be confirmed as soon as possible after the closing date by the distribution to clubs of a schedule of accepted entries. A period of 48hrs will be allowed for clubs to notify the appointed person of any errors. At the end of this period the list of entries will be published, and no further changes will be made.

6. Meet procedures

6.1 There shall be separate events for males and females as well as mixed relays as described in the programme of events.

6.2 A withdrawal system will be in operation. Club representatives are expected to withdraw any individual teams/swimmers as early as possible. All withdrawals must follow the published procedure and be completed by the published closing time for each session. All withdrawals are final.

6.2.1 Team changes or withdrawals from finals must be made within 10 minutes of the commencement of the warm up for that finals session.

6.2.2 Where a reserve team is brought in because of a withdrawal then the final shall be re-seeded if time permits otherwise the reserve will occupy the empty lane.

6.3 All events with finals shall be determined by the fastest time in the final. All events without finals shall be determined by heat times and places. (Heat Declared Winner system).

6.4 All competitors must present themselves to the clerks of the course in the designated marshalling area when called. Swimmers must conform to the published marshalling conditions. Failure to do so will result in exclusion from the race.

6.6 Results will only be posted on the poolside. Live and accumulated results will be published electronically during the competition and on the Sussex swimming website after the competition.

7. Awards

7.1 Trophies will be awarded to the winning club in all Championship events. The Top Club Trophy will be awarded to the club receiving the most points from the relay points competition.

7.2 Relay competition Champion Club points will be awarded to the clubs whose teams make a final. Points will be awarded from all results (HDW or finals) as 8 points for 1st place reducing to 1 point for 8th place.

7.3 Medals will be presented during the gala. It is the responsibility of each club to collect their awards at the end of each session. Awards not collected may not be retained.

7.3.1 Age Group medals will be awarded for 1st, 2nd & 3rd placed teams who complete their events without disqualification for published age groups in all events.

7.3.2 Championship medals will be awarded for 1st, 2nd & 3rd placed teams who complete their events without disqualification in all Championship events (HDW and finals).

7.4 All clubs that are winners of Championship trophies shall be responsible for their safekeeping and, upon providing a satisfactory guarantee to the Sussex County ASA Awards Manager, be permitted to hold a perpetual trophy until requested by the appropriate officer to return it. Perpetual trophies may not be awarded on the day of competitions.

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8. Management of the pool deck

- 8.1 Access to the pool deck is restricted to swimmers competing in the session, coaches and team managers in possession of the recognised poolside accreditation, officials working during the session and assigned volunteers.
- 8.2 Club representatives shall not be allowed onto the pool deck without pool deck accreditation. In special circumstances an exception may be made at the discretion of the Event Manager or their Deputy.
- 8.3 All club representatives supervising athletes shall always abide by the Swim England Wavepower policies and guidelines and shall have completed appropriate training in accordance with these policies and guidelines.
- 8.4 Poolside accreditation will be available to purchase in advance of the competition through the Swim England Swimming Results website. All club representatives supervising athletes shall clearly display accreditation throughout the competition. There is no limit on the number of properly accredited personnel a club may have on the pool deck. Clubs shall ensure that they have a ratio of at least 1 Team Manager/Coach for every two teams.
 - 8.4.1 Club representatives shall not be allowed onto the pool deck without displaying the approved poolside accreditation.
 - 8.7.2 In special circumstances an exception may be made at the discretion of the Event Manager or their Deputy.
- 8.5 Clubs shall ensure that all their athletes are appropriately supervised from the time they arrive at the venue until the time they leave the venue.
- 8.6 It is the duty of coaches and team managers to ensure that swimmers in their charge are in good health and are not likely to pose a risk to others. Swimmers who are unwell should be removed from the pool deck as soon as possible.
- 8.7 In the event that a venue must be evacuated coaches and team managers are responsible for following the evacuation procedures determined by the operator and ensuring that athletes are taken to the designated meeting point without endangering their own lives or the lives of others. Coaches and team managers should always maintain a register of all swimmers in their care.
- 8.8 Swimmers are only permitted to enter the pool area when invited to do so by designated marshals for the purpose of warm-up or competing in their event.
- 8.9 For warm-up, each team will be directed to a specific lane. Swimmers must warm-up in their designated lane.
- 8.10 The number of bags, chairs and equipment allowed on the pool deck is limited to support the health and safety of everyone. The following measures are designed to allow as much space as possible on poolside at this gala.
 - Swimmers are permitted one small 'string pull' bag or similar that can hold essential medicines, refreshments and some personal items.
 - Coaches are allowed a single kit bag on the pool deck.
 - All loose kit, including fins, rollers and slam balls, are banned from the pool deck during competition.
- 8.11 Glass containers are not permitted on the pool deck. Coaches/team managers will be held responsible for ensuring that this regulation is enforced. Anyone found with glass containers will be asked to leave the pool deck.

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- 8.12 No outside footwear will be allowed on the pool deck. Swimmers must wear appropriate footwear when leaving the pool deck and entering the common parts of the building.
- 8.13 Each club is expected to leave the area they occupy during competition in a clean and tidy state at the end of the day.
- 8.14 Local regulations applied by the venue will apply to all competitions. Clubs should always abide by these.

9. Covid protocols

- 9.1 Further guidance will be given to all prospective attendees, including spectators, to the Relay Competition regarding safety considerations and Covid protocols.

These will be based on our own risk assessment, local conditions introduced by the operator, guidance from Swim England and NHS advice and may be liable to change and modification up to the date of the competition.

Such guidance will include, but will not be limited to, information about coming “beach ready”, social distancing, wearing of masks, the need for a lateral flow test for this meet, vaccination requirements, where swimmers will wait when not swimming, what extra kit to bring, whether a health form needs to be filled in and whether spectators are allowed to attend.