

Sussex County ASA
Short Course Championships 2026
Licence Numbers: 2SE262408

1.	General conditions									
	1.1		Sussex County ASA (SCASA) will hold a Short Course Championships (25m) on 17 th & 18 th October 2026.							
		1.1.1	All events shall be conducted in accordance with Swim England Laws and Technical Rules of Swimming. This competition will be licensed at level 2.							
		1.1.2	Back-stroke ledges will not be available.							
		1.1.3	A secondary strobe will be available at this meet. Any S15 or otherwise hearing-impaired swimmers requiring this facility must inform the referee before the start of the session.							
		1.1.4	Swimmers ages shall be as on 31st December in the year of the competition as directed by Swim England.							
	1.3		The programme of individual events shall be:							
			Freestyle	50m	100m	200m	400m	800m	1500m	
			Backstroke	50m	100m	200m				
			Breaststroke	50m	100m	200m				
			Butterfly	50m	100m	200m				
			Individual medley			200m	400m			
	1.4		There shall be the following age groups for Open/Male & Female categories in all 50m, 100m & 200m events:							
		1.4.1	10yrs	11yrs	12yrs	13yrs	14yrs	15yrs	16yrs	17yrs+
		1.4.2	Only competitors aged 12yrs and older may enter the 800m & 1500m free and 400m Individual Medley events.							
2	Championships									
	2.1		All events will be decided as Heat Declared Winner (HDW)							
		2.1.1	The Junior Champion will be the fastest swimmer up to and including 15 years.							
		2.1.2	The Senior Champion will be the fastest swimmer aged 16 years+.							
		2.1.3	The 400m freestyle event will have a separate heat for 10 years to 13 years.							
3	Eligibility for entry									
	3.1		Entry to the SCASA Short Course Championships shall be open to eligible competitors who are members of a Sussex club affiliated to Swim England South East. All competitors must be Club Compete registered and must have been registered with Swim England as a member of the club they are representing 30 days prior to the first day of the championships.							
		3.1.1	Competitors who are members of more than one club may only compete in the name of one of those clubs.							
	3.2		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 you confirm that your birth sex is female.							

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	3.3		Competitors with disabilities (categories S1 – S14 inclusive) are exempt from the qualifying time requirements, but all submitted entry times must show on the National Rankings.
		3.3.1	Clubs entering competitors with disability exceptions must provide proof of these at the time of entry.
		3.3.2	Classified Multi Classification Swimmers (categories S1 – S14 inclusive) are required to provide evidence of their Home Membership Check, which includes their exceptions. This must be provided by the club when submitting entries.
4	Entry management		
	4.1		The entry fees shall be £9.00 for all events.
	4.2		Entry is restricted to swimmers who have achieved the requisite short course qualifying times from licensed meets (Levels 1-4) achieved since 20 th October 2025.
		4.2.1	This is a short course competition. For the purposes of determining acceptance and seeding, submitted long course and converted short course files, using the Swim England (ASA) conversion algorithms, will be used.
		4.2.2	Submitted times may be either short or long course. Converted times are NOT acceptable.
		4.2.3	Any entry that cannot be verified as a ranked time, set during the prescribed qualifying period, will not be accepted.
	4.3		The maximum number of heats for any event will be governed by the time allowed for the competition and by these conditions.
		4.3.1	Both the 1500m free and 800m free events will consist of two heats for open/male and female athletes with the 8 fastest Junior and 8 fastest Senior entries being accepted.
		4.3.2	The 400mIM events will consist of two heats for open/male and female athletes with the 8 fastest Junior and 8 fastest Senior entries being accepted.
		4.3.3	The 400m free events will consist of 3 heats for open/male and female athletes with the 8 fastest 10/13yrs, 14/15 yrs & 16/Over yrs being accepted.
		4.3.4	If the competition is oversubscribed and is expected to run beyond the allowable session time, swimmers closest to the qualifying times will be removed equally by age and event until the running time of the competition is inside of the allowable session timing.
		4.3.5	Entries received from multi classification para swimmers (S1 – S14) are exempt from condition 4.3.4 except for events where the number of heats are restricted.
	4.4		The capacity of the competition is also 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.
	4.5		No entries from individuals will be allowed. All entries must be made by an affiliated club using the electronic entry system provided and be sent to galaentries@sussexswimming.org
	4.6		All entries must be received by the date and time published to be eligible for consideration into the competition.

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	4.7		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 galaentries@sussexswimming.org of any errors. At the end of this period the list of entries will be published, and no further changes will be made.
	4.8		Full payment for all entries must be made by clubs using BACS and received at the Association's bank by the date of the competition No entries are valid until payment has been received and swimmers may be removed from the competition if payment is not made. 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	Meet procedures		
	5.1		A withdrawal system will be in operation, prior to and during the competition. Club representatives are requested to withdraw any individual swimmers as early as possible. Withdrawals will only be accepted from authorised coaches, team managers, or the club's entry administrator. 5.1.1 Withdrawals before the first day of the competition must be made using the link on the competition web page. 5.1.2 All withdrawals on the days of competition must follow the published procedure and be completed by the published closing time for each session. 5.1.3 Notification of withdrawals by phone or e-mail will not be accepted during the competition. 5.1.4 Once withdrawals have closed, all entrants shown on the "Heat Start Sheets" are expected to swim in all events they are declared as entered for. 5.1.5 Should a swimmer not present themselves for an event when no withdrawal has been made, then the meet organisers will withdraw that swimmer from all remaining events for that session. The Event Manager or their Deputy and Principal Referee may, at their discretion, be allowed to waive this condition should they decide that circumstances warrant this. 5.1.6 Swimmers withdrawing from the 1500m, 800m and 400m events up to 08:00 on the day of competition will not be charged. 5.1.7 A reserve swimmer list will be retained for 1500m, 800m and 400m events. 5.1.8 Swimmers who have previously entered 1500m, 800m and 400m events but not been selected may be invited to swim in these events to fill spaces made available through the withdrawal process up to the start of warm up on the day of competition.
	5.2		A request for refund of fees for illness or injury, must use the form provided on the website and be returned to the address provided no later than 18:00hrs on the day prior to the competition. Withdrawals after the closing date may only receive a refund if the swimmer is unable to swim on medical grounds through injury or illness. A medical certificate or other proof of the injury or illness must be supplied. All refunds must be approved by the Event Manager. Requests for refunds will not be considered under any other circumstances.

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	5.3		All competitors must present themselves to the Marshals in the designated area when called. Swimmers must conform to the marshals' instructions as failure to do so may result in exclusion from the race.
	5.4		All events shall be seeded from the submitted times and heats will be swum in descending time order.
	5.5		The results of all events will be posted on poolside in the venue. Live and accumulated results will be published electronically via Hy-Tek Meet mobile during the competition and on the Sussex County ASA website after the competition. All times will be submitted to Swim England rankings.
6	Awards		
	6.1		It is the responsibility of each swimmer to collect their awards by the end of each session. Awards not collected may not be retained.
	6.2		Championship medals for Junior and Senior Championship events will be awarded for 1st, 2nd & 3rd places in all Championship events.
	6.3		Age Group medals will be awarded for 1st, 2nd & 3rd places for all published age groups in all events.
		6.3.1	Medals will be awarded to the top 3 multi classification para swimmers in each event.
7	Points competitions		
	7.1		There are three points competitions at the Short Course championships: • The Champion club competition • The individual age group points competition • The Multi classification Para points competition All entrants to this Short Course Championships are automatically included in any points competitions that they are eligible for. NB Points for the club competition will always be awarded to the club who submitted the entries.
		7.1.1	The Champion Club competition will be won by the club with the highest total of points from all championship and age group events combined. Points are awarded as 8 for 1st place through to 1 for 8th place in both Junior & Senior categories.
		7.1.2	The Individual Age Group competition is for both Open/Male & Female competitors. These points are calculated using the World Aquatics (WA) points system and these are awarded for all events and the swimmer with the highest accumulated points in the championships will be declared the winner.
		7.1.3	Multi Classification competition If there are at least 8 para swimmers competing in at least 50% of the events, then a full multi classification para competition will be run, and the para points system will be used. If there are fewer, then this overall award will be decided using the WA points system. These awards are dependent on there being at least 3 para swimmers entered in the competition.

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	7.2	7.2.1	A commemorative award will be presented to the winning club in the Champion Club competition.
		7.2.1	Commemorative awards will be presented to winners of each age group (10yrs – 14yrs inclusive) in the Individual Age Group competition.
		7.2.2	A commemorative award will be presented to the top scoring multi classification swimmer in the Multi Classification competition.
8. Management of the pool			
			Spectators and parents are not allowed on the pool deck, in the changing rooms or in any designated overflow area for swimmers, unless they are given explicit permission by the event or pool staff and are always accompanied by a member of the event or pool staff. Access to the pool deck is restricted to swimmers, coaches and team managers in possession of the recognised poolside accreditation, officials working during the session and assigned volunteers.
		8.1.1	Poolside accreditation must be purchased ahead of the competition through the Swim England Member Options portal. Poolside accreditation must always be visible or entry to the pool deck will be refused.
		8.1.2	Chaperones will require a pass to be admitted to poolside. Clubs who have a swimmer requiring a chaperone should notify this when submitting entries and a pass will be made available for collection at the gala.
		8.1.3	All coaches and team managers shall have completed appropriate training in accordance with these policies and guidelines. Clubs shall ensure that they comply with Swim England supervision ratio guidance .
		8.1.4	In special circumstances an exception may be made for access to non-passholders at the discretion of the Event Manager or their Deputy.
	8.2		For warm-ups, clubs will be directed to a specific lane(s) and their swimmers must warm up in those designated lane(s) and be supervised by their club coach or team manager.
	8.3		All participants in the competition shall abide by the Swim England Wavepower policies and guidelines at all times. All those attending the gala are expected to behave in a proper manner. Insulting language, rude, violent or disruptive behaviour by any person within the confines of the pool, changing area or spectator gallery will not be tolerated and that person will be asked to leave the premises.
	8.4		It is the duty of coaches and team managers to ensure that they are aware of the whereabouts of their swimmers and that they do not pose a risk to others.
		8.4.1	Swimmers who are unwell should be removed from the pool deck as soon as possible.
		8.4.2	Appropriate support, in line with Swim England guidance, should be provided for swimmers with neurodiversity.
		8.4.3	Swimmers are not permitted to be in the changing area other than for the purpose of showering or changing and must not congregate in the changing cubicles or group changing areas at other times.

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	8.5		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. 8.5.1 Swimmers may be asked to leave the poolside if they do not comply with this condition. Coaches are allowed a single kit bag on the pool deck. 8.5.2 All loose kit, including fins, rollers and slam balls, are banned from the pool deck during competition. 8.5.3 Glass containers are not permitted on the pool deck under any circumstances. 8.5.4 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. 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.
	8.6		Each club is expected to leave the area they occupy during competition in a clean and tidy state at the end of the day.
9	Spectators and photography		
	9.1		A limited number of spectators may be allowed in the spectator gallery. The number of spectators will be determined based on the promoter's risk assessment, local conditions introduced by the operator and guidance from Swim England.
	9.2		By submitting an entry, entrants are accepting that their 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". Swimmers or parents of swimmers under 18 years of age on the day of competition have the right to withhold consent, by informing the promoter by email before the closing date of the competition.
10	Disputes / changes to conditions		
	10.1		Any dispute related to a matter not covered in these conditions shall be determined by the Promoter. Any individual who is not satisfied with such determination has the right to invoke Swim England Judicial processes.
	10.2		Once the license has been granted for this competition, no changes to conditions are permitted without the explicit approval of the Swim England South East Region Licensing Panel.
11	Health and Safety		
	11.1		Every individual participating in this competition in any capacity shall conform to any specific health and safety or safeguarding requirements imposed by the Pool Operator, Swim England or Swim England South East Region. These requirements will be published on the competition web site at least 3 days before the start of the competition.
	11.2		Clubs are responsible for the behaviour of their swimmers in all areas of the facility, including (but not limited to) the pool hall, changing rooms and overflow areas.

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	11.3		The use of mobile phones or similar devices in a changing area during Swim England regulated activities is prohibited.
12	Expenses		
	12.1		Expenses are offered to all volunteers (including officials and Event Makers) in accordance with the Swim England South East Region expenses policy.