SANDWELL AQUATICS CLUB

SPRING INTO REGIONALS LC QUALIFIER OPEN MEET

PROMOTORS TERMS & CONDITIONS

VENUE:	Sandwell Aquatics Centre, Smethwick
DATE:	20 & 21 March 2027
SESSION TIMES:	There are 4 sessions, each up to 3 hours plus warm up. Session 1 – 10am warm up, 11.05am start Session 2 – TBC Session 3 – 8am warm-up, 9.05am start. Session 4 – TBC Times are approximate & will be confirmed once entries have been processed.
FACILITIES:	10 lane, 50m pool with anti-wave lane ropes & electronic timing. Backstroke ledges & secondary strobe light will be available.
MEET PROMOTOR:	Theresa Bisengo
AGE GROUPS:	9yrs, 10yrs, 11yrs, 12yrs, 13yrs, 14yrs, 15yrs & 16yrs and over. Age as at midnight 31st December 2027.
DISTANCES **QUALIFYING**	50m, 100m, 200m & 400m events Swimmers must be no faster than the times set out in the attached.
ENTRY FEE:	[£10] per individual event
ENTRY INFORMATION:	Sportsystem entry file will be available to download from our website from 9am on 08 February 2027 Entries open 08 February 2027 Entry to this meet will be on a first come, first served basis. Entries close midnight on 01 March 2027 unless the competition is full prior to this date The Promotor reserves the right to limit entries to this event. The swimmers with the fastest times within each age group will take precedence. Acceptance of entries will be confirmed following the closing date & not before.

AWARDS: Medals to 1st, 2nd and 3rd in each age group in each event.

Female and Open/Male overall Top Junior (14yrs and under) and Top Senior (15yrs and over) trophies.

Top visiting club.

POOLSIDE PASSES: Coach & Team Manager passes are £18 per day or £30 for the weekend (passes include lunch). The form to be completed will be circulated following acceptance of entries.

Mobile Phones/tablets Image capturing devices must be in pockets or bags in the changing rooms. Breaches of this will be dealt with by Clubs under their Disciplinary procedures. Anyone suspected of taking images in the Changing rooms will be reported to the Police as this is Sexual Abuse Non Contact.

1. ENTRIES

1.1 This meet is to be licensed by Swim England at level 3 for entry into County & Regional Championships. It will be run under Swim England Regulations & Technical Rules.

1.2 The meet is open to all members of a club affiliated with SE, SASA or WASA and amateurs as defined by Swim England Laws. Swimmers must be SE Category 2 members & may enter in the name of one club only.

1.3 In accordance with the licensed meet transgender policy entrants will be Female & Male/Open. The Female category is for birth sex females in accordance with Swim England's Transgender & Non-Binary Competition Policy. By entering the "Female" category, the swimmer confirms that their birth sex is female.

1.4 Swimmers with disabilities will be accepted and all classes of swimmers will swim together in inclusive events.

1.5 This meet will be run using the Sportsystem software. Our Sportsystem entry file will be available to download from our website at 9am on Sunday 08 February 2026

1.6 Entries will open at 9am on Monday 08 February 2027 and entries will be accepted on a **first come, first served basis**. Entries received prior to this time & date will **NOT** be accepted. The closing date for entries is midnight 01 March 2021 unless full earlier.

Acceptance of entries will be confirmed following the closing date & not before.

1.7 We reserve the right to limit/refuse entries to comply with license timing restrictions & good meet management. Any entries not accepted will be refunded in full.

1.8 Entries from Sandwell Aquatics Club members will be given priority.

1.9 All entries are to be slower than the upper cut-off times provided in the attached. Entries submitted with a faster time will be rejected.

1.10 Age is at MIDNIGHT 31st December 2027

1.11 Entry fee is £10 per individual event

1.12 Poolside entries will not be accepted, and once the entry file has been submitted, improved times will not be accepted. Late entries may be accepted at the discretion of the promotor.

1.13 The submission of entries indicates an acceptance of the meet conditions. Entries will not be accepted until the appropriate payment is received and the summary sheet for clubs provided in the pack has been completed and returned.

1.14 Clubs with 5 swimmers or more are to submit entries using the Sportsystem entry file. Individuals are to be submit entries on the individual entry form provided within this pack.

1.15 All entries are to be sent to **openmeets@sandwellaquatics.org**

1.16 Payment of entries is to be sent to the following bank account: -

Bank Account Name:	Sandwell Aquatics Club
Sort Code:	08-92-99
Account No.:	67274510
Reference:	SIR27/[club/individual name]

1.17 Entries to this meet will be held on a computer & consent, as required by GDPR Regulations, to the holding of personal information on computer will be deemed to have been given by the submission of entry. Personal data, including submitted and recorded times, will be available during the meet.

2. Withdrawals

2.1 Any withdrawals are to be sent to **openmeets@sandwellaquatics.org** by 6pm on Wednesday 17th March 2027

Any withdrawals are to be logged on the Swim-Meet swimmer withdrawal link provided upon acceptance of entries. Withdrawals from individual events are to be notified to the organisers by the close of the previous session to enable condensing of events. Any unnotified withdrawals could be subject to a fine (TBC)

3. **Refunds**

3.1 Refunds will not be given for swimmers withdrawing after advice of acceptance, except where:-

(a) the competitor can show that they have been chosen for National, Regional or County team at an event which partially or wholly clashes with this event & that the selection occurred after their entry was submitted for this meet; or

(b) the competitor can provide an appropriate medical certificate showing they are unfit to compete.

4. **Officials**

4.1 Clubs with 10 or more swimmers are requested to please supply a minimum of 2 qualified officials for each session of the meet to help the meet to run efficiently.

4.2 As this event is being licenced as level 3 all officials will need to be minimum J1 qualified. Mentoring for officials will be provided upon request, on a first come first served basis, subject to operational requirements. Officials being mentored do not count as part of the minimum 2 officials per club unless qualified to at least J1.

4.3 Officials are requested to sign up to officiate using the Swim-Meet link provided on acceptance on entries.

4.4 Officials are requested to wear white t-shirts & black trousers/skirts/skorts (no shorts please).

4.5 Break(s) will be inserted into the programme & will be used as may be required &/or comfort officials may be utilised.

5. **Supervision of Swimmers**

5.1 **Club entries**

5.1.1 It is the direct responsibility of each club to provide adequate supervision of their swimmers. Swimmers should be supervised by designated DBS/SE registered adults who hold appropriate qualifications. For club entries, in line with Swim England Open Meet Licencing Guidelines, a ratio of 1:10 should be considered as a

minimum requirement for swimmers aged 16 years & under. Clubs should provide a minimum of one adult for each gender of their swimmers.

5.1.2 All those responsible for the supervision of a club's swimmers should be:

(a) Club members & Swim England Members (Cat 3);

(b) Have a current (club specific) DBS check; and

(c) Have attended a Safeguarding Children workshop (recommended).

5.1.3 The above information must be provided & is required to issue poolside passes. Please complete the poolside pass form via the link provided upon acceptance of entries.

5.1.4 When coaches/supervisors need a break (for refreshment etc.), they should ensure that one of the other DBS checked personnel is left to supervise swimmers in their absence, or that swimmers are supervised by their parents.

5.2 **Individual entries**

5.2.1 The parents/guardians of swimmers who enter the meet on an individual basis (i.e. their entry has not been organised by a club) are responsible for the supervision of their children, either directly or indirectly via a nominated adult.

5.2.2 The supervision of swimmers is the direct responsibility of the club for which the swimmer entered. In the absence of a club official the responsibility then resides with the parent/carer. This responsibility applies especially to periods when no competition is taking place, for example, warm up sessions & between sessions. It also applies to areas which are open to the public & cannot be monitored by Sandwell Aquatics Club, specifically changing rooms, showers, foyer & stairs area.

6. Spectators

6.1 Spectators are welcome at the event. However, the promotor reserves the right to refuse entry when the maximum capacity for the spectator gallery has been met.

6.2 Spectators are required to keep aisles clear of bags & to sit on seats provided. No chairs, except wheelchairs, are permitted on the walkways of the spectator gallery. This area must also be kept clear of bags.

6.3 There will be a daily spectator admission charge (cost to be advised), there may also be a daily raffle at a separate charge.

7. **Parking**

8. Parking at the Centre is reserved for officials, coaches, team managers & volunteers. Car Park passes will be issued to those eligible in advance of the event.

9. Spectator parking is offered at the nearby Harry Mitchell Leisure Centre, Broomfield, Smethwick, B67 7DH. This is 10-minute walk from the Centre. Please allow enough time to park & walk to the Centre.

10. Where possible, please do not park on the roads around the facility as we wish to avoid causing upset to the residents.

11. **Photography & Videoing**

11.1 No photography/video will be permitted other than by the appointed sports photographers for this event and/or with prior agreement with the promoter & lead referee.

11.2 This event, by its very nature, is in the public arena & when entering the event, the participant & their parents acknowledge this fact, which may result in the recording & publication of their image. All photographs taken at this event will be password protected when posted on the official website. All photographers have been DBS checked & operate within a strict Child Protection Policy & Code of Ethics.

11.3 Filming for the purposes of school/college studies will be permitted with prior approval from the promoter and/or lead referee. Swimmers will be required to complete an application to film form at the start of the session. The lead referee must view and sign off all footage taken.

11.4 The use of mobile phones for any purpose in the Changing Village/Rooms is strictly prohibited in accordance with Wavepower. Swimmers are urged to keep phones and tablets out of sight in the changing rooms. Swimmers must report any infringements of this asap to the Promoter via any Official, Coach or Team Manager. Anyone suspected of taking images in the changing rooms will be reported to the Police.

12. **General**

13. The Sandwell Aquatic Centre fire exit procedure will be announced at the beginning of each session & we request that all supervising adults, poolside or in the spectator gallery, pay careful attention to the location of their nearest fire exit & the procedure to follow to ensure the safe evacuation of everyone in case of emergency.

14. The competition pool will be 50m in length with 10 (or 8 if insufficient officials are available) lanes. Anti-turbulence ropes, electronic timing & placing will be used. A secondary strobe light will be available as will adjustable backstroke ledges.

15. All times will be recorded using AOE and submitted on this basis to Swim England.

16. No outdoor/side footwear is to be worn on poolside.

17. The changing village will be segregated male/female all swimmers must comply with this.

18. Entries will be seeded in to heats from submitted times, with the slowest heat first.

19. Heats will have "over the top" starts except for backstroke which may be 'side by side'. Pool depth will be a constant 2m.

20. All entries will be heat declared winners.

21. There will be prizes for top Female (Junior (14 & under) and Senior (15 & over), top Male/Open (Junior (14 & under) and Senior (15 & over) & for top visiting club. Competitors placed 1st, 2nd, & 3rd in each event, in each age group, will receive awards. Points will be awarded as 10 points for 1st down to 1 point for 10th place (no points will be awarded for a disqualification). In the event of a tie, the result will be decided by count back of the number of first, second or third places (as necessary) to decide a winner.

22. It is the responsibility of team managers & coaches to ensure that their swimmers report to the marshalling stewards in time for the start of their race.

23. The order of events may be changed at the discretion of the promotor or referee.

24. Warm up times will be advised prior to the event once all entries have been received & checked, the pool will be cleared at least 5 minutes prior to the start of each session. Coaches are responsible for over-seeing their swimmers during warmups. Swimmers, coaches & lane marshals should always follow the directions of the warmup supervisor, failure to comply with the supervisor's directions could lead to exclusion from further involvement in the meet. Any swimmer who fails to follow the instructions of the warmup supervisor will be held responsible for any accidents that may result from their actions. All swimmers/coaches should be aware of the 'warm up guidelines' which will be published on the Sandwell Aquatics website prior to the meet.

25. Warm up/swim down pool will be available. Swimmers must be supervised by a coach or team manager for their club when using this facility. Swimmers must follow any instructions issued by the lifeguards. Swimmers must not attempt to swim to the bottom of this pool. If this facility is not used in a sensible manner, it will be closed.

26. The promotor reserves the right to amend these conditions with the licencing officers' approval.

27. If cancellation of the event is necessary, then the only claim will be the entry fees paid.

28. Neither the promotor nor Sandwell Aquatics Club take any responsibility for loss or damage to personal possessions during the event. Swimmers, coaches, responsible adults & spectators are advised to always keep their possessions with them or to make use of the lockers provided.

29. Any matters concerning the meet not covered in these terms & conditions will be dealt with according to the laws of the sport & at the discretion of the promotor. All participants must comply with the safety regulations in operation at Sandwell Aquatics Centre, the promotors' terms & conditions & SE safety regulations.

30. A full risk assessment will be done jointly between the pool operator & Sandwell Aquatics Club following Swim England Guidelines.

31. To protect the Environment, all attendees are encouraged to share transportation and bring their own water bottles, etc.

32. Lead Referee -Sue Beatrup

33. Lead Starter – Jason Fawke

34. The Promotor for this meet is Keith Jones for & on behalf of Sandwell Aquatics Club.