

**OXFORDSHIRE & NORTH BUCKINGHAMSHIRE COUNTIES ASA**  
Affiliated to the Amateur Swimming Association (South East Region)  
**County Championship and Age Group Competitions 2017**  
(Under ASA Laws and ASA Technical Rules of Racing)

This event is licensed by the ASA for entry into National Competitions and Championships

**PROMOTERS CONDITIONS**

1. The Championships and Competitions shall be open to any member of a club affiliated to the County Association who is eligible within the meaning of ASA Law. A swimmer must have been a registered swimmer of the club in whose name he is entered by the closing date for entries Monday 12<sup>th</sup> December 2016. The registered date will be the date as recorded on the visible ASA Membership database.
2. A swimmer who has entered the Championships or Age Group Competitions of another County in the same calendar year will not be eligible to compete.
3. The Age Group of swimmers will be determined by their **age as at 31<sup>st</sup> December 2017.**
4. Minimum Age for entry into the Championships is 10 years of age by the 31/12/2017.
5. Ages will be 10-11yrs, 12yrs, 13yrs, 14yrs, 15yrs, 16yrs and over. ASA Law 411.5.4. The age specified shall be the age of the swimmer at midnight on the 31<sup>st</sup> December 2017.
6. For Competition and Record purposes Juniors are defined as aged 16 or under as at 31<sup>st</sup> December 2017.
7. These Championships and Competitions have been licensed by the A.S.A. for entry into National Championships and Age Group Competitions and all swimmers must be A.S.A. registered. A.S.A. registration number will be required with all entries and the term "REGISTRATION APPLIED FOR" will not be accepted. The promoter reserves the right to ask for proof of registration. It is to be understood that results are submitted to the A.S.A. for inclusion into National Ranking Lists.
8. All club entries are to be submitted via the HY TEK Meet entry file and this file must be submitted to the promoter **no later than the 12<sup>th</sup> December 2016.**

**Failure to comply with this condition will result in the club's entry being withdrawn.**

9. Supporting individual paper Entry forms and Relay Entry forms must be submitted to the promoter **No later than one week after the closing date.**

**Failure to comply with this condition may result in the club's entry being withdrawn.  
No individually submitted paper entries will be accepted.**

10. All events entered by a swimmer, including relays, shall be in the name of **ONE CLUB ONLY.**
11. Entry for all events, with the exception of 800m, 1500m and Relays, shall be by considered entry times. For seeding purposes entry times must be submitted for the 800m, 1500m and Relay team events, failing to submit a time will result in exclusion of the swimmer/team from that event. Dependent on the number of entries the Promoter reserves the right to restrict the number of entries to facilitate the meet running time.(i.e. the slowest entries may be rejected). Any rejections will be spread evenly across all Age Groups. Relays rejections if required will be done to ensure a balanced entry from all the clubs.

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12. Accepted entries will be posted on the County Association's website. Any errors found are to be reported to the Promoter within two weeks of the posting date, corrections after this time period will be at the discretion of the Promoter.

**Note: For 1500 / 800 / 100IM events ( restricted entries events ) once accepted entries have been sent out/posted to website no changes will be accepted for these events , even if an error has been made by the Club Data Entry person.**

13. Once entries have been accepted, the entry fee shall become non-refundable.
- a. Swimmers, who have sustained injuries after the Accepted entries have been posted to the website/Clubs, may apply to the Swimming Championships Secretary for a Medical Withdrawal and Refund.
  - b. A Refund will be given on production of Medical Evidence and will be for **ALL** the remaining Championship events that the swimmer has entered.
14. Submitted entry times must be able to be verified on British Swimming Rankings. In the case of foreign swimmers or international swim at competitions run under FINA technical rules and for foreign swimmers times must be verifiable on the relevant home country swimming time's database or official results.

**Time Trial times will not be permitted**

15. Submitted times for all events other than 400m, 800m and 1500m must have been achieved not more than eight months prior to the closing date for entries (that is between 11<sup>th</sup> April 2016 and 12<sup>th</sup> December 2016 inclusive) and confirmed by entering the date, competition and venue at which the time was achieved on the entry form. Submitted times for 400m, 800m and 1500m events must have been achieved not more than twelve months prior to the closing date for entries (that is between 14<sup>th</sup> December 2015 and 12<sup>th</sup> December 2016).

**The closing date for the submission of entries is 12<sup>th</sup> December 2016.**

16. Entry forms incomplete, illegible or not signed by an identified Club Coach or Club Officer are likely to be rejected, as indeed are any photocopied signatures. In order to reduce the number of separate cheques and envelopes received as well as improve the accuracy of the information provided by swimmers; parents and coaches of ALL CLUBS must complete an ENTRIES SUMMARY FORM incorporating all of their swimmers' entries and this form should be accompanied by a single cheque representing the total cost of their swimmers' entries.
17. The Competitions will be based on the British Swimming Competition Structure.

**Note - British Swimming New Competition Structure has removed Bagcat.**

18. Heats will be swum fully integrated and in descending time order. The final heat for H.D.W. events will be in spearhead formation.

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19. Where Finals are to be swum in 50m and 100m events, the fastest eight in each age group for 15 & under will swim in separate Age Groups finals.
20. Where Finals are to be swum in 50m and 100m events for the 16 & Over Age Group will consist of the fastest sixteen swimmers in an A & B final format.
21. 200m Finals. The fastest eight swimmers in the heats will qualify for the final of each 200m event. Should there be a tie for eighth place, the swimmers shall draw lots to decide who will swim in the final. Similarly, if there is a tie for eleventh place, swimmers will draw lots to decide the order of the reserves for the final. The finishing order of the final shall determine the order of the County Championship. The finishing order of swimmers in the final shall take precedence over the finishing order of swimmers in the heats for the purposes of deciding the order of finish for the Junior Championships. The remaining positions shall be decided by the finishing order in the qualifying heats.

22. Individual Events

1500m Freestyle and 800m Freestyle events are Heat Declared Winner (HDW)

Age Groups are  
Boys (1500m) - 12yrs and over  
Girls (800m) - 12yrs and over

These will be Championship Events. No Age Group Awards will be made.

The fastest 40 entries will be accepted for the 1500m and the fastest 72 entries will be accepted for the 800m.

Awards will be made to those placed 1st, 2nd and 3rd in both the Championship and the Junior Championship.

Lap cards will be located at the start/finish end of the pool.

400m Freestyle events are Heat Declared Winner (HDW)

Age Groups are  
Boys - 10-11yrs and over  
Girls - 10-11yrs and over

400m Individual Medley events are Heat Declared Winner (HDW)

Age Groups are  
Boys - 12yrs and over  
Girls - 12yrs and over

200m all strokes, Heats and a single Final per event

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**Age Group Awards will be made from the positions in the Heats. Awards will be made to those placed 1st, 2nd and 3rd in both the Championship and the Junior Championship from 200m Finals as laid out in condition 21.**

Age Groups are  
Boys - 10-11yrs and over  
Girls - 10-11yrs and over

**The fastest eight swimmers in the 200m heats will qualify for the final of each 200m event. There will be a maximum of 4 reserves per 200m event.**

100m Individual Medley is Heat Declared Winner (HDW). **This will be a Championship Event. No Age Group Awards will be made. Awards will only be made to those placed 1st, 2nd and 3rd in both the Championship and the Junior Championship.**

**The fastest 24 entries will be accepted for the 100m Individual Medley.**

100m all strokes (except 100IM), Heats and Finals

Age Groups are  
Boys - 10-11yrs and over.  
Girls - 10-11yrs and over.

50m all strokes. Heats and Finals

Age Groups are  
Boys - 10-11yrs and over.  
Girls - 10-11yrs and over.

Awards will be to the first eight in each Age Group in British Swimming Competition format, as well as to those placed 1st, 2nd and 3rd in the Championship and the Junior Championship.

**Open championship awards will be made to those placed 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> from the 16 & Over A final and the 15 and under age group finals in 50m & 100m events.**

**Junior championship awards will be made to those placed 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> from the 16 & Over A or B final and the 15 and under age group finals in 50m & 100m.**

23. Relays are Heat Declared Winner (HDW)

Age Group Relays will be  
4 x 50m Freestyle  
4 x 50m Medley.

Age Groups are  
Boys - 11 / 12 years and 13 / 14 years  
Girls - 11 / 12 years and 13 / 14 years

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Ages determined as at 31<sup>st</sup> December 2017.

Championship and Junior Championship Relays will be  
4 x 50m Freestyle  
4 x 50m Medley

Junior Championship relays are age as at the 31<sup>st</sup> December 2017.

Awards will be to the first, second and third teams in each event and to the Junior Championship and Championship winners.

Team declaration forms must be submitted to the Promoter NO LATER THAN START OF THE WARM UP FOR THAT GALA to the admin room. The form must give the names of the four members of the team and **their correct swimming order, no substitutions will be allowed.**

24. All swimmers must have achieved the standard of the ASA Competitive Start Award and starts will be from the block, with the exception of Backstroke and Medley Relays, all other starts will be 'OVER THE TOP' and it is requested that all swimmers pull into the corner of the wall and lane rope immediately they complete their swim.
25. Warm up Periods will be allocated on an equal time basis with the sex that starts the Gala warming up first. Warm up procedure will be published prior to the events and will be displayed on the wall for each Gala, swimmers must follow the direction of warm-up marshals. Coaches and Team Managers are requested to ensure that their swimmers warm up at the appropriate times.
26. Coaches and Team Managers are also requested to ensure that their swimmers, suitably attired, are available for the Championship and Junior Championship presentations which will take place at the end of the Gala in which they are being swum.
27. Cups and Trophies must be returned, cleaned to the Awards Trustee no later than the November 2016 Executive meeting. All trophies will be engraved by the County A.S.A. on their recall.
28. The County Championships is a cardless competition and an active withdrawal system will be in operation. The Head Coach/Team Manager is expected to submit withdrawal forms for swimmers who are not intending to swim **NO LATER THAN 15 min. AFTER THE PUBLISHED WARM UP START TIME FOR THAT GALA** to the admin room. Withdrawal forms will be provided in advance of the competitions.

The inclusion of incorrectly withdrawn entries will be at the discretion of the Promoter. Due to the nature of the timing and computer link, after the heats have been processed incorrectly withdrawn entries will only be considered for entry into the spare lanes (if any) of the first few heats, on a first come first served basis and **lane changes will NOT be permitted.**

**A fine of £10 will be levied** in respect of each competitor/team who fails to withdraw and does not present themselves/s at the start of the event (except in the case of genuine illness

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or of a proven emergency, interpretation of which is at the discretion of the Lead Referee).  
**Any swimmer failing to comply with this procedure over two independent sessions will result in the relevant swimmer being WITHDRAWN, without refund, from the remainder of the Championships and Competitions.**

**In the case of any relay team from any one club incorrectly with drawing over two independent sessions, will result in the remaining relay teams for that club being withdrawn, without refund, from the remainder of the Championships and competitions.**

All fines are levied on the competitor's club and monies will be deducted from refunds. Clubs with no refunds will have 30 days from the last day of the championships to settle fines or whole club will be barred from the following Championships.

29. All competitors should report to the Clerk of the Course TWO events before their own event is due to be swum or when called in the distance meets.
30. WITHDRAWAL FROM FINALS - Any finalist or first and second reserve for a final who does not wish to swim in that final must declare their intentions to the Promoter. This should be done prior to the conclusion of the morning (Heats) session for 50m and 100m events and prior to the conclusion of the afternoon (Heats) session for 200m. Swimmers from the last two events in that session have up until 15 minutes from the conclusion of the session to make their intentions known. It follows that all those announced as reserves should make themselves available for 15 minutes after the end of the session to see if they are required to swim in the Final. The Promoter will be available in the Administration Area and swimmers wishing to withdraw must do so in person. Swimmers wishing to withdraw will be asked to sign a slip of paper which will be countersigned by the Promoter evidencing the withdrawal and a copy of that slip will be handed to the swimmer. **Failure to comply with this procedure will result in the relevant swimmer being WITHDRAWN, without refund, from the remainder of the Championships and Competitions.**
31. A person whose name does not appear in the Gala Programme (in an event), errors and omissions excepted, **will not be permitted to swim or to undertake a time trial at any time during the Competitions.**
32. Swimmers holding an authorised British Swimming or where applicable IPC Swimming classification a copy from the British Swimming Membership data base must be supplied with entry form.
33. Swimmers or their Coach must notify the Lead Referee/Promoter of any known medical conditions prior to the warm up of each session they compete in, so that appropriate medical cover can be provided by centre staff.
34. The Electronic Timing Display is only provisional and may be over ruled by the Referee.
35. The use of klaxons, whistles (except by gala officials) rattles or other aids for encouragement are not permitted.
36. Appointment of a Jury of Appeal at the discretion of the Promoter.

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37. In the event of a Protest, prior to the commencement of the Gala the Promoter, will take receipt of the protest and will forward it to the appointed Lead Referee, who will take action to resolve the protest. Protests during or immediately after a Gala should be directed to the event Referee or Lead Referee as appropriate according to ASA Law.
38. In accordance with Pool Management procedures, **NO PHOTOGRAPHY WILL BE PERMITTED BY SPECTATORS, COACHES, OFFICIALS or COMPETITORS.** The exception to this may be the taking of photographs by a County appointed official Sports photographer complying with the relevant Child Protection Procedures and CRB Checked.
- The use of mobile phones **IS NOT PERMITTED** within the environs of the competitive pool.
39. The Top Club Award will be made to the Club who have the greatest aggregate of points awarded on the basis of 8,7, 6,5,4,3,2,1 for 1st, 2nd, 3rd,4th, 5th,6th, 7th and 8th places in Finals and Heat Declared winner events for all Age Groups, 10-11yrs to 17yrs and over. Such events to include the Age group Relays 11/12 and 13/14 years, all Championship events including the Junior and Championship relay events. The Top Junior Club Award shall be made on the same basis but the Age Groups will be 10 years through to 13 years and shall include the 11/12 years relay events but exclude the 13/14 events.
40. An award for top individual swim by a boy and a girl based on FINA points will be made at the end of the championships.
41. The County executive will treat any derogatory/critical comments towards swimmers, helpers and officials posted on any social networking site as unacceptable behaviour and will result in that swimmer/Club personnel identified as posting/hosting such comments being barred from the remainder of the county championships without refund."
42. In the interests of Health and Safety at the end of each event swimmers must remain in their lanes in the pool until released by the referee.
43. Large bags will not be permitted on poolside at the Aqua Vale venue.
44. DATA PROTECTION ACT 1984 - Personal information submitted to this meet is held on a Data Base and consent is therefore assumed to hold and disclose this information as necessary.
45. Prior to the Championships club queries are to be directed to the promoter via the club secretaries, individual queries will not be answered. On the day queries are to be directed to the promoter by the club coach or Team Manager.
46. Any matter not covered in these conditions shall be decided by the Executive Committee of the Oxfordshire & North Bucks A.S.A. subject to A.S.A. Law.