



Leighton Buzzard Swimming Club

Affiliated to Bedfordshire ASA and East Region ASA



SPRINGBOARD OPEN MEET 2019

Held under ASA Laws and Regulations and ASA Technical Rules of Swimming and to the ASA Open Meet Licensing Criteria

Sunday 12th May 2019

Level 3 Licence 3ER190462

Bletchley Leisure Centre, Princes Way, Bletchley, Milton Keynes, MK2 2HQ, Telephone: 01908 377251

MEET RULES AND CONDITIONS

1. The competition will be held at Bletchley Leisure Centre on Sunday 12th May 2019 and is licensed by the ASA at Level 3 under Licence No. 3ER190462. The meet will run in accordance with ASA Laws and Technical Rules and the rules and conditions of this competition.
2. Competitors must be members of an affiliated club, eligible to compete and registered in accordance with ASA Laws and Technical Rules and may enter in the name of one club only. Entries will only be accepted from competitors who hold Category 2 membership of the ASA, SASA or WASA and on provision of a relevant membership number.
3. The pool is an 8 lane, 25 metre pool with anti-turbulence lane ropes and is fitted with automated officiating equipment (AOE). Over the top starts may be used at the referee's discretion.
4. Age groups for awards are 9,10,11,12,13,14,15 yrs & over. Ages are as at 12th May 2019.
5. Events are as per the published Programme of Events.
6. Swimmers with entry times must not exceed the stated qualifying time for the relevant age group in each event. If a swimmer has no recorded time for a particular event, they may still enter by putting NT in the time column of the entry form.
7. All events are Heat Declared Winner. Age groups will be combined to swim together with swimmers seeded by entry times, but medals will be awarded in all 7 age groups, to 1st, 2nd and 3rd placed swimmers in each event in each age group whose times do not exceed the stated NFT time. Any swimmer who *exceeds* the time limit for their event will not be eligible for a medal but will be awarded a "Speeding Ticket" indicating the time achieved.
8. Clubs entering 6 or more swimmers must submit entries electronically via Hy-Tek Team Manager, available on our website <http://lb-sc.org/index.html> along with a completed Summary of Club Entries form to be scanned and submitted by email or a paper copy posted to the Promoter. All individual entries (fewer than 6 swimmers) must be submitted by completion of the official entry form; scanned copies must be emailed to promoter.lbsc@gmail.com or paper copies posted to Adele Thomson, 8 Aylesbury Road, Wing, Leighton Buzzard, Beds, LU7 0PB. Correct payment of the fees for **ALL** entries must be made at the time of entry by electronic transfer or by cheque.
9. **The official closing date for entries is 12pm on Friday 12th April 2019.** The promoter reserves the right to limit the number of entries, if necessary, to allow the meet to run in the allotted pool time in compliance with ASA guidelines. If the meet is oversubscribed it will close sooner and valid entries (which must include payment) will be accepted on a "first come first served" basis. Should the meet be undersubscribed the Promoter may accept late entries after the official closing date but will do so no later than Sunday 5th May. Time trials and day of meet alterations will not be accepted unless due to administrative error by the Promoter. The Promoter's decision is final on these matters.
10. The entry fee is £5.50 per event. Club payments must be made via one consolidated payment. Please make payment by electronic transfer to:

A/C name: Leighton Buzzard Swimming Club

Sort Code: 30-14-71

Account No.: 00806043

Clubs should state the club name as the reference. **Individuals should use reference "SOM19" followed by the swimmer's surname and initial.** Alternatively, cheques to be made payable to Leighton Buzzard S.C.

11. Accepted entries will be posted on the Leighton Buzzard SC website <http://lb-sc.org/index.html> It is the responsibility of the club representative to check the entries for any errors and to notify the Promoter of any such errors.
12. Swimmers **must** withdraw from events they no longer wish to swim. Withdrawals by email to promoter.lbsc@gmail.com will be accepted in advance up until 12pm on Friday 10th May 2019. Thereafter withdrawals must be made by a supervising poolside adult for club entries or by the parent/carer of individual entrants at least 50 minutes prior to the publicised start time for each session. Refunds will only be given for medical reasons and must be accompanied by a valid official medical certificate stating that the entrant is unfit to swim on the day of the meet.
13. Poolside passes are available to purchase at a cost of £15.00 each for ASA/IOS registered adults who are DBS checked and who are supporting competing swimmers. This will include poolside admission, programme, session start lists, poolside drinks and buffet lunch and must be worn at all times. Passes must be ordered prior to the official closing date for entries to assist with catering. Passes cannot be sold on the day. There will be no entry to poolside without a pass, unless as an agreed official. Clubs must maintain adequate supervision of their athletes on poolside; a minimum ratio of 1:10 adults to swimmers must be adhered to.
14. Officials will be offered poolside drinks and can claim expenses. A buffet lunch will be provided for officials volunteering all day.
15. There will be strictly no diving during warm up, other than during the allocated time and within the designated sprint lanes. Swimmers must leave the water by the side of the pool and not over the timing pads. Poolside supervisors are responsible for managing the lanes that their swimmers use during the warm up sessions.
16. Swimmers are to report to the marshalling area one event prior to their own. Suitable poolside footwear is recommended.
17. Results will be posted on our website <http://lb-sc.org/index.html>, will be emailed to one contact from each participating club and will be supplied to British Swimming for entry into the national ranking database.
18. Spectators must watch from the viewing gallery and are strictly prohibited from entering the changing area. Any person found to be contravening these conditions will be required to leave the competition and venue without refund.
19. In accordance with ASA Child Safeguarding Policies and Procedures, and to comply with the photography policy of Bletchley Leisure Centre, any parents or carers of participating swimmers under the age of 18 who wish to take photographic or video images are requested to focus on their own swimmer as much as reasonably possible and to avoid including other swimmers in those images. No photography or filming is permitted by competitors or officials whilst on poolside. Should you have any concerns about photography or filming please bring them to the attention of the promoter. Participants and spectators are requested to follow ASA guidelines for photography and the use of photographs on social media. ASA Child Safeguarding Policy and Procedures, Wavepower 2016-19 Section 2, provides guidance on the use of social networking (page 72-75) and guidance on photography (page 76-77). <http://www.swimming.org/asa/clubs-and-members/safeguarding-children/>. Both sets of guidance apply if social media platforms are being used to share images or recordings either after the meet or during live streaming of the event. Strictly no photography is permitted in the changing area. Any person found to be contravening these conditions will be required to leave the competition and venue without refund.
20. All participants must observe the safety precautions in operation at Bletchley Leisure Centre and be aware that the centre is open to the public. Neither the Promoter nor Leighton Buzzard Swimming Club will be responsible for any loss or damage occurring during this meet.
21. Entries to the meet will be held on a computer and consent, as required by the Data Protection Act 1998 to the holding of personal information on computer, will be deemed to have been given by the submission of the entry. Personal data will be available for inspection during the meet on application to the Promoter.
22. Parking is available in the multi storey car park at Bletchley Leisure Centre; spaces are limited to 160 vehicles.
23. Any matter not covered by these conditions will be determined by the Promoter and Referee, subject to ASA Laws, Regulations and the ASA Technical Rules of Racing.
24. The Promoter is Adele Thomson on behalf Leighton Buzzard Swimming Club, email promoter.lbsc@gmail.com