



2012 County and Age Group Swimming Championships Conditions

1. Introduction

- 1.1 The Cheshire County W.P. and S.A. (hereinafter 'the County') Swimming and Age Group Championships (hereinafter 'the Championships') shall be competed for annually on dates decided by the County Swimming Committee and confirmed by the County Executive Committee and held in accordance with the Rules of the County, ASA Laws and ASA Technical Rules.
- 1.2 The organisation of the Championships shall be managed by the County Swimming Committee with powers delegated to the Championship Secretary.
- 1.3 The entry fees will be set annually by the County Swimming Committee and confirmed by the County Executive.
- 1.4 Bona Fide Coaches and Team Managers requiring access to the poolside must be in possession of a Pass issued by the County.

Coaches Pass fee is £15 and covers entry to all sessions together with programme and results

It is mandatory that all Coaches comply with the relevant ASA Child Protection Procedures and have an up to date CRB certificate. (See also section 12 below.)

- 1.5 Any question or dispute arising from these conditions or disputes related to a matter not covered in these conditions shall be determined by the Championship Secretary and may be referred to the County Swimming Committee at a later date.

2. 2012 County and Age Group Championships

2.1 The Championships will be held:

Saturday 3 rd	March 2012	at Macclesfield Leisure Centre	CC
Sunday 4 th	March 2012	at Macclesfield Leisure Centre	CC
Fri. eve 9 th	March 2012	at Picton Pool, Liverpool	CC
Saturday 17 th	March 2012	at Macclesfield Leisure Centre	CC
Sunday 18 th	March 2012	at Macclesfield Leisure Centre	CC

- 2.2 The closing date for entries both individual and teams will be Wednesday, 1st February 2012.
- 2.3 Age on the day for both individual and team events will be as of midnight on 18th March 2012.
- 2.4 Entry fees shall be as follows (see also section 7):
 - Individual entries made via 'Sportsystems Entry Manager': £4.25; otherwise £4.50
 - Team entries via 'Sportsystems Entry Manager' or otherwise: £10.
- 2.5 Cheques should be made payable to: Cheshire County WP & SA.

3. Eligibility for entry

Individuals

- 3.1 The Championships shall be open to eligible swimmers, as defined by the ASA, who are members of clubs affiliated to Cheshire County WP & SA.
- 3.2 No individual may compete in the Championships if he/she has competed in the equivalent Championships of another County in the same calendar year.
- 3.3 A swimmer must have been a member of the club in whose name he is entered, and registered as such with the ASA on and from 1st January in the year of competition.
- 3.4 Individual Championship events for each sex will comprise Open and Junior awards. A Junior swimmer shall be aged 16 years or under as at midnight on the last day of the Championships 18th March 2012.

Teams

- 3.5 Team Championships shall be open to all clubs affiliated to the County.
- 3.6 All teams shall consist of four members.
- 3.7 A swimmer entered in the name of one club in the individual events may not compete in the name of another club in the teams events.
- 3.8 A swimmer must have been a member of the club in whose name he is entered, and registered as such with the ASA on and from 1st January in the year of competition.
- 3.9 Clubs may enter no more than two teams, but members shall swim for one team only.

4. Disability competitors

- 4.1 The general conditions for the County Championships shall apply to disability competitors except where varied by any of the following conditions.
- 4.2 Swimmers with a disability shall swim under IPC Rules.
- 4.3 All competitors must:
- Hold a valid British Swimming Functional Ability Card (FAC) or Certificate of Swimming Disability at the time of entry.
 - The FAC or Certificate of Swimming Disability must be presented to the referee before the start of the race in which the competitor is entered. Failure to do so will result in the swimmer being liable to disqualification for non-compliance with the rules for a particular stroke.
- 4.4 Qualifying times for disability competitors are not required. However entry times shall be submitted for the purpose of seeding the heats.
- 4.5 Personal Care Attendants/Coaches:
- Personal care attendants will only be permitted for swimmers in the following classes: S1, S2, S3, S4, S5 and S11.
 - A swimmer in any of these classes may have both a coach and a personal care attendant present. No charge will be applied for personal care attendant. Poolside passes; coaches' passes shall attract the advertised fee (see section 12).
 - All coaches, chaperones and personal care attendants must conform to the ASA child protection procedures and hold a current CRB certificate.

- 4.6 Competition format:
- The competition format will be based on disability inclusion within the able bodied programme i.e. there will be no separate events for swimmers with disabilities.
 - All swimmers will be seeded in the heats according to their entry times.
 - Disability competitors will be included within the results for their age group.
- 4.7 Cheshire County will endeavour to provide an official who holds either an IPC qualification, or an ASA Disability Official to act as the Disability Competition Liaison in each of the sessions where disability athletes are entered.

5. The Events

- 5.1 Individual events for the Senior and Junior Championships shall be:
- Freestyle: 50m, 100m, 200m, 400m, 800m, 1500m
 - Backstroke: 50m, 100m, 200m
 - Butterfly: 50m, 100m, 200m
 - Breaststroke: 50m, 100m, 200m
 - Individual Medley: 200m, 400m.
- 5.2 The 100m Championship events shall have heats and finals. The 50m, 200m, 400m 800m and 1500m events shall be swum as HDW (Heat Declared Winner) events.
- 5.3 Individual Age Group events shall be as per the BAGCAT principles in operation and published in the programme of events.
- 5.4 Girls aged 10 years and Boys aged 11 years may enter the 100m events providing that they have a) met the consideration time for the corresponding 200m event and b) have entered the 200m event for that stroke
- 5.5 Individual 'Skins' events will be held in conjunction with the Championships. Entry to the Skins events is only by invitation and selected from the highest placed competitors in the 200m IM events. These events are for Boys 14yrs/under and 15yrs/over. Girls 14yrs/under and 15yrs/over. Separate conditions are applicable for the Skins events which do not fall within the Championships conditions.
- 5.6 Team events for both men and women shall be swum as HDW:
- 4x 50m Freestyle team.
 - 4x50m Medley team.

6. Awards

- 6.1 The first, second and third placed swimmers/teams in each individual Age Group, Junior and Senior Championship and Team Championship shall be awarded medals.
- 6.2 The Open Champion and medal winners shall be the first three swimmers from the 'A' Final regardless of age.
- 6.3 The Junior Champion shall be the fastest Junior swimmer in either the 'A' or 'B' Final, or if there is no Junior swimmer in the Finals the fastest swimmer from the heats.
- 6.4 The winner of each Championship shall be entitled to hold the trophy where one has been provided until 1st March of the year following the competition when the holder won the trophy.
- 6.5 The trophy holder (individual or club) shall comply with the regulations governing the holding of trophies. The trophy holder shall give a receipt for it and an undertaking that reasonable care will be taken of it and that it will be returned, suitably engraved when and as required.
- 6.6 'BAGCAT' County awards will be made from 1st to 6th place in the age groups:

- Girls: 9yrs, 10yrs, 11yrs, 12yrs, and 13 years.
- Boys: 9yrs, 10yrs, 11yrs, 12yrs, 13yrs and 14 years

6.7 Cheshire Age Group category awards will be made from 1st to 6th place based upon the BAGCAT principles in the age groups:

- Girls: 14yrs, 15yrs, and 16 years.
- Boys: 15yrs, and 16 years

6.8 Only points gathered during Heats will count towards 'BAGCAT' and Cheshire Age Group category awards.

6.9 'Wallace' Aggregate Trophy

The Wallace Aggregate Trophy shall be awarded annually to the Club obtaining the highest number of points in the Championships during the year

Points shall be awarded for both Individual and Team Events as follows

1 st = 9 points	2 nd = 7 points	3 rd = 6 points
4 th = 5 points	5 th = 4 points	6 th = 3 points
7 th = 2 points	8 th = 1 point	

One additional point shall be awarded to each swimmer or to each team who establish a new record time for an event

6.10 'Hugh Laughland' Age Group Aggregate Trophy

The Hugh Laughland Aggregate Trophy shall be awarded annually to the Club obtaining the highest number of points in the Age Group competitions during the year

Points shall be awarded for both Individual and Team Events as follows

1 st = 9 points	2 nd = 7 points	3 rd = 6 points
4 th = 5 points	5 th = 4 points	6 th = 3 points
7 th = 2 points	8 th = 1 point	

One additional point shall be awarded to each swimmer or to each team who establish a new record time for an event.

6.11 County Trophies for the Most Improved Club

The County Trophies for the 'Most Improved Club' overall together with the 'Most Improved Age Group Club' will be awarded to the Clubs which have the highest percentage increase in points gained during the Age Group competition and Championships compared to the points it won in the preceding year's competition.

6.12 Winners of the Aggregate and Most Improved Club trophies will be presented at the County Annual Council Meeting and shall be returned by the holding Club to the Hon Trophy Controller either prior to or at the ACM following its presentation.

7. **Submission of entries**

7.1 The use of Sportsystems Entry Manager for submitting electronic entries is the preferred method for entry to these championships. The relevant Sportsystems entry file can be downloaded from the County website by following the path: www.swimcheshire.org >disciplines >swimming >events and clicking the "Download entry file" Symbol.

7.2 Entry fees for each event shall be:

- Individual entries made via 'Sportsystems Entry Manager': £4.25; otherwise £4.50
- Teams entries via 'Sportsystems Entry Manager' or otherwise: £10.

- 7.3 In addition to the electronic entries, a hard (i.e. paper) copy of an entry form must be submitted for each swimmer for checking purposes. (see section 15 below). This can only be sent through the post.
There is a separate entry form for male and female competitors.
- The team entry form (see section 14 below) must also be submitted (for checking purposes) – again this can only be sent through the post.
- 7.4 Electronic entries will be not accepted until the hard copy of the entry form(s) and entry fee have been received by the Championship Secretary.
- 7.5 Entries, accompanied by the appropriate entry fee must be received by the specified closing date.
- 7.6 All entries must be signed by an authorised person from the submitting Club to verify the accuracy of the entry information.
- 7.7 Consideration times will be applied to all individual events. There will be no consideration times for any team events.
- 7.8 Individual entry times after conversion if necessary (see 7.10 below) must be equal to or faster than the lower consideration time.
- 7.9 Consideration times for entrants 10 years and over must have been achieved at a Licensed Meet between 1st May 2011 and the competition entry closing date.
- 7.10 9 years old entrants may use times from League Competitions or Club Championships provided that the times are supported by official results sheets. These sheets must be authenticated by the Club Official authorising entries. 9yr old entrants only may use times converted from 25yds. All submitted times having been achieved between 1st May 2011 and the competition entry closing date. (see 7.6)
- 7.11 Entry times must be:
- 25m times, or
 - 50m times converted to 25m times.
- All converted times must use the ASA Equivalent Performance Tables (use of the ASA Tables section on <http://www.pullbuoy.co.uk/times/> is permissible).
- Where times are converted the second decimal place can be disregarded and entry times should be shown to one decimal place.
- 7.12 The competitor's club shall be responsible for:
- Checking and validating the entry forms and fees.
 - Entering the information from the entry forms into a database using a computer program (Sportsystems) provided.
 - Returning the appropriate Sportsystems entry file to the Championship Secretary.
 - Returning the completed entry forms (see 7.4 above) and a cheque (to cover individual and team entries, and coaches' passes).
- 7.13 Entries will be audited against the rankings published by the ASA and any club may be challenged to demonstrate the authenticity of the information provided. There will be no refunds for incorrect entries.
- 7.14 The Championship Secretary reserves the right to correct any time conversion calculations that are found to be incorrect in order that competitors are seeded correctly.
- 7.15 The Championship Secretary reserves the right to restrict entries in the interests of safety, time constraints and to ensure the smooth running of the competition. Where this rule is invoked the swimmers with the fastest submitted times in each age group shall take precedence. Events chosen for restriction will be at the discretion of the Championship Secretary.

- 7.16 Submitted entry times shall be used for seeding and rejection purposes as required.
- 7.17 Refunds will only be given:
- Where a competitor whose entry has been accepted, has to withdraw on medical grounds subject to an appropriate medical certificate being received by the Championship Secretary.
- 7.18 Once an entry has been submitted improved times will not be accepted.
- 7.19 It is permissible for split times to be used for entries providing that the split time is less than or equal to the appropriate consideration time. Evidence of the achievement of this split time must accompany the entry.

8. Confirmation of entry

- 8.1 Accepted swimmers, details will be posted onto the Cheshire County website as soon as possible after the closing date for the competition. These should be used to cross check the accuracy of swimmer entries and to allow any necessary corrections to be made.

9. Meet procedures

Heats

- 9.1 A withdrawal system will be in operation. Competitors or their representatives must inform the organisers of their intention to withdraw at least one hour before the start of the session if they do not intend to swim. Notification may be by:
Telephone message or text message to 07960 392769 or
by completing the form shown in section 17 below.
- Withdrawal messages must state NAME, CLUB, EVENT(s) and COMPETITOR NUMBER
- 9.2 Any swimmer who has previously withdrawn can be reinstated before the appropriate closing deadline without penalty.
- 9.3 There will be no refund of entry fees for such withdrawals unless the withdrawal is for medical reasons in which case an appropriate certificate must be provided.
- 9.4 Should a swimmer withdraw from an event on medical grounds they will be removed from all other events including Skins to be held that day.
- 9.5 Swimmers who fail to withdraw in the prescribed manner shall be removed from that day's remaining events in which they have been entered.
- 9.6 Heat Start Lists will be made available to clubs as soon as possible after the commencement of the warm-up of each session.
- 9.7 Heats that culminate in a final shall be spearheaded with the last three heats being cyclically seeded. All heats for HDW events shall be spearheaded.
- 9.8 Competitors are responsible for presenting themselves to the Clerks of the Course one event prior to the one in which they are competing. It is the swimmer's responsibility to be at the start in time for the race. This applies to both heats and finals.

Finals

- 9.9 There will be an 'A' and 'B' Final for each Championship event which is not a HDW event (see 5.2). The fastest eight swimmers in the heats of each relevant event shall contest the 'A' Final with the next fastest eight swimmers contesting the 'B' Final. Two reserves will be declared for finals where possible.



- 9.10 Lanes for finals shall be allocated on the spearhead principle.
- 9.11 The names of finalists and two reserves shall be announced as soon as practicable after completion of the heats.
- 9.12 **ALL FINALISTS AND RESERVES MUST REPORT TO THE CLERKS OF THE COURSE FOR THE FINAL UNLESS THEY HAVE WITHDRAWN.**
- 9.13 Finalists and reserves who do not intend to swim must withdraw by completing the relevant form (see section 15 below) within 30 minutes of the announcement.
- 9.14 Withdrawals after the 30 minutes deadline (except in the case of genuine illness or of an emergency) will be subject to a fine of £10.
- 9.15 Fines
- A fine of £10 will be levied in respect of ANY FINALIST OR RESERVE who fails to withdraw and then does not report to the Clerks of the Course in the marshalling area at the required time. (except in the case of genuine illness or proven emergency)
 - Fines will be levied on the competitors club
 - The individual concerned shall not be eligible to swim in any other event in that session, or any future session or County event until the fine has been paid
- 9.16 Where a reserve is brought in as a result of a declared withdrawal then the final shall be re-seeded. Where a reserve is brought in at short notice the reserve shall occupy the vacant lane and there shall be no changes made to the allocation of other lanes.

Teams

- 9.17 All Team relay events will be held during Session 11 of the Championships.
- 9.18 A list of the names of its swimmers in swim order (see section 16 below) shall be submitted to the Recorders no later than 1 hour before the advertised start time of the Session during which the relevant event takes place. If a team sheet is not received by this time then the team concerned will be withdrawn from the event.
- 9.19 In the event of a race being recalled following a faulty start, the order of swimming may be changed so that another member of the same team swims the first leg.

Other

- 9.20 Any swimmer/team failing to comply with any of the foregoing conditions shall not be allowed to compete in the Championships.
- 9.21 All other matters regarding the running and administration of the Championships shall be at the discretion of the promoter or their agent(s).

10. Competition Programme

11. Consideration Times

These are 25m times.

All times must have been achieved between 1st May 2011 and 1st February 2012 and subject to the conditions of 7.9 and 7.10 above.

Age on the day will be as of midnight on 18th March 2012



13. Team entry form

**Cheshire County WP&SA
Swimming Championships 2012**

Club: _____

Contact Name: _____

Telephone Number: _____

E-Mail Address: _____

	Distance	Freestyle		Medley	
		Enter approximate times for each team entered			
Boys 10-12 Years	4x50m				
Boys 13-14 Years	4x50m				
Boys 15-16 Years	4x50m				
Men's Open	4x50m				
Girls 10-12 Years	4x50m				
Girls 13-14 Years	4x50m				
Girls 15-16 Years	4x50m				
Ladies Open	4x50m				

You may enter a maximum of two teams per Event. – enter your approximate team times in the appropriate box.

Total No. of entries _____ @ £10 via 'Sportsystems Entry Manager'.

Fee Enclosed £_____

Declaration

I certify that the above details are correct and comply with ASA regulations.

Signed _____ Club Position _____

Name: _____ (Please PRINT)



14. Individual entry form

Cheshire County Swimming Championships 2012
Individual Entry Form - MALE

Forename		Initial		Surname	
Date of Birth		Age at 18/03/2012			FAC or Cert. of Swim. Disability
Club				ASA Registration No.	
Address					

		Qualifying Time BOYS/ MEN	Entry Time (If 50m time used then the converted 25m time must also be given)			Where/when achieved at Licensed Meet	
			25m time	50m time	50m time converted to 25m time	Venue	Date
50m	Freestyle						
*100m	Freestyle						
200m	Freestyle						
400m	Freestyle						
1500m	Freestyle						
50m	Backstroke						
*100m	Backstroke						
200m	Backstroke						
50m	Breaststroke						
*100m	Breaststroke						
200m	Breaststroke						
50m	Butterfly						
*100m	Butterfly						
200m	Butterfly						
100m	IM						
200m	IM						
400m	IM						

I certify that the above details are correct and comply with ASA regulations. Signed _____

Print Name _____ Club Position _____ Contact e-mail address _____

* Boys aged 11yrs may enter the 100m Events providing that they have met the consideration time for the corresponding 200m event and have entered the 200m event for that stroke.



Cheshire County Swimming Championships 2012
Individual Entry Form - FEMALE

Forename		Initial		Surname	
Date of Birth		Age at	18/03/2012	FAC or Cert. Of Swim. Disability	
Club			ASA Registration No.		
Address					

		Qualifying Time GIRLS/ WOMEN	Entry Time (If 50m time used then the converted 25m time must also be given)			Where/when achieved at Licensed Meet	
			25m time	50m time	50m time converted to 25m time	Venue	Date
50m	Freestyle						
*100m	Freestyle						
200m	Freestyle						
400m	Freestyle						
800m	Freestyle						
50m	Backstroke						
*100m	Backstroke						
200m	Backstroke						
50m	Breaststroke						
*100m	Breaststroke						
200m	Breaststroke						
50m	Butterfly						
*100m	Butterfly						
200m	Butterfly						
100m	IM						
200m	IM						
400m	IM						

I certify that the above details are correct and comply with ASA regulations. Signed _____

Print Name _____ Club Position _____ Contact e-mail address _____

* Girls aged 10yrs may enter the 100m Events providing that they have met the consideration time for the corresponding 200m event and have entered the 200m event for that stroke.



**Cheshire County WP&SA
Swimming Championships 2012**

SUMMARY OF ENTRIES

CLUB:

CONTACT NAME:

TEL.NO. and/or E MAIL ADDRESS:
(Please include a SAE with return of entries)

		No. of entries	Amount
Individuals	Male
	Female
Relays	Male
Relays	Female
Coaches Pass	£15.00 each
TOTAL		-----	-----



15. Finals withdrawal form

**Cheshire County WP&SA
Swimming Championships 2012**

FINALISTS and RESERVE FINALISTS wishing to withdraw from a final must submit this form to the Recorder within 30mins of the list of finalists being published or announced.

ALL FINALISTS AND RESERVES MUST REPORT TO THE COMPETITORS STEWARDS FOR THE FINAL UNLESS THEY HAVE WITHDRAWN

Competitors who fail to appear for finals shall be fined and may be subject to disciplinary action.

Swimmers Name: _____

Club: _____

Event No. of Final	Age	Distance	Stroke	Competitor Number

Name (Print): _____

Signed: _____

Time of Delivery of the withdrawal form: _____

Received By: _____

Date: _____ Time of Receipt: _____

----- Please detach and retain lower portion when the form has been submitted -----

Finals Withdrawal Form -RECEIPT

Name: _____ Age: _____

Club: _____

Event No. of Final : _____ Distance: _____ Stroke: _____

Form received by: _____

Time of Delivery of the withdrawal form: _____



16. Declaration Form for relay events

**Cheshire County WP&SA
Swimming Championships 2012**

Club: _____

Event No. _____ Age Group _____

MEDLEY TEAM RELAY

Stroke	Swimmer Name	ASA No.	D.O.B
Back			
Breast			
Fly			
Free			

FREESTYLE TEAM RELAY

Swim Order	Swimmer Name	ASA.No	D.O.B.
1			
2			
3			
4			

Coach: _____

Signature: _____

Received By: _____

Date: _____

Time of Receipt: _____

