



KINGSTON ROYALS SWIMMING CLUB

(Affiliated to ASA London Region)

THE ROYALS NEW YEAR MEET 2017

LEVEL 3 – LICENCE NO: 3LR170252

At Elmbridge Xcel Leisure Complex
Waterside Drive, Walton-on-Thames, Surrey KT12 2JG
On 14th & 15th January 2017

PROMOTER'S CONDITIONS

1. The competition will be held under ASA laws and FINA Technical Rules of Swimming.
2. The Meet has been licensed at Level 3 by the ASA and will be operated on a 'First Come First Served' basis.
3. Age is as at midnight on 15th January 2017. Youngest age is 9 years on 15th January 2017.
4. All entries must be faster than the Lower Limit Qualifying Times and slower than the Upper Limit Qualifying Times as set out in the document entitled 'Qualifying Times'.
5. In the event that the meet is oversubscribed, electronic entries will be accepted on a 'First Come First Served' basis. The Promoter's decision in this matter is final. Confirmation of entries will be returned as soon as possible after the Closing Date and following receipt of a completed Summary Entry Form and supporting cheque. Improved entry times will not be accepted after submission of the Entry Form.
6. The Closing Date for entries is 31st December 2016 or earlier, if the meet is full.
7. The Entry Fee is £6.00 per 50m, 100m and 200m event and £8.00 per 400m event (this includes the ASA's 20p levy). No refunds will be given unless entries are rejected by the Promoter. Clubs with more than 10 swimmers should enter electronically by using Hy-tek Team Manager Software which can be downloaded from Hy-Tek's website. Please complete the Summary Entry Form and return together with a cheque made payable to KRSC at the address set out in Condition 22(a).
8. Entry times submitted must be short course times (converted long course times will be accepted).
9. Any club with 20 or more swimmers are requested to provide an ASA licensed Referee or qualified official (Judge 1, Judge 2, Individual Judge 2S (i.e. must have undertaken an ASA licensed course) or Timekeeper (must be qualified as timekeeper and actively working towards a Judge 1 qualification as an absolute minimum).

10. Time trials may be available to swimmers at the Promoter's discretion and will be dependent upon space being available. Time trials will be charged at £6.50 per race (except for 400m events, which will be charged at £8.50) and will not be secured until payment is made. All time trials will be swum in the first heat with "NT" against the swimmer's name.
11. All events will be swum as combined age groups and seeded slowest to fastest irrespective of age.
12. Swimmers from counties other than Surrey, whose County Championships are scheduled to take place in January are, under ASA regulations, permitted to enter this meet if they are a Level 3 swimmer who did not qualify/were ineligible to swim at their County Championships.
13. The pool is 25m long with 8 lanes, anti-wave lane ropes and Colorado electronic timing system in operation. The depth of water is 1.2m at the shallow end and 1.8m at the deep end.
14. In the interests of time, 'over the top' starts may be operated at the discretion of the Referee.
15. An adjacent warm-up and swim-down facility is available during the sessions. This area must not be used during the "formal" warm up period. It will be the responsibility of the coaches/team managers to ensure that their swimmers use the facility for the purpose intended.
16. A cardless entry system will be operated at this meet. Swimmers must withdraw using the appropriate form at the relevant desk no later than 15 minutes prior to the start of each warm up period. Withdrawals prior to the meet can be made via email addressed to openmeets@kingstonroyals.co.uk
17. Swimmers must report to the clerks of the course when instructed to do so. Any competitor not reporting in time may be excluded.
18. Swimmers must be ASA registered as Category 2 and have an ASA number.
19. Coach passes are available at a cost of £15.00 each per day which includes a programme **and refreshments** between each session. ASA Guidelines state that the ratio of swimmers to "responsible adults" should be 10:1. Passes must be displayed at all times. No-one will be allowed on poolside without a pass.
20. Spectator entry will be £4.00 per person per session, or £7.00 per person for both sessions on one day. Programmes are included in this price.
21. Entries should be emailed to openmeets@kingstonroyals.co.uk.
22. Payment for entries can be made either:-
 - (a) By sending the Summary Entry Form and supporting cheque by post to the Promoter at the following address:-

Sally-Anne Hawley
4 Hill Close
Cobham
Surrey
KT11 2BQ
 - (b) By BACS, using the bank details set out on the Summary Entry Form. Confirmation of payment, together with an e-mailed copy of the Summary Entry Form should be e-mailed to openmeets@kingstonroyals.co.uk
23. Payments must arrive no later than the Closing Date.
24. Please note an administration fee of £2.00 will be payable for individual entries not sent via Hy-Tek. All individual entry forms must be correct and completed in full, otherwise they may be rejected.

25. The age groups are 9, 10, 11, 12, 13, 14, 15, 16 & Over.
26. Medals will be awarded for 1st, 2nd and 3rd place in each age group in each event on a HDW basis. Ribbons will be awarded to 4th, 5th and 6th place on the same basis. Time trials will not be included in any awards.
27. Swimmers with a Certificate of Disability or Disability Classification S1-S14 will be awarded medals for 1st, 2nd and 3rd place in each age group in each event. Time trials will not be included in any awards.
28. Events are:
 - 50m, 100m and 200m all four strokes plus 100m, 200m IM – all age groups;
 - 400m IM and 400m Freestyle (10 years and over only). The 400m events will be restricted to a maximum of 4/5 heats each.
29. Results will be available on the club website as soon as practicable after the meet. If you would like a full set of results to be e-mailed to you, please ensure you provide the Promoter with the preferred e-mail address for submission of the electronic results file. As all the meet entries and results will be managed by computer, please be aware that by submitting entries, consent is thereby given, as required under the Data Protection Act 1998, to the holding of personal information.
30. All participants and spectators must observe all safety precautions in operation at the pool and follow instructions of pool staff and Kingston Royals SC Management Team. Prior to leaving poolside, swimmers must dry off and put on appropriate clothing and footwear. No swimmers will be allowed into the spectator area or the main entrance foyer area unless they have complied with this requirement. Failure to comply with any condition may result in disqualification and forfeiture of any fee paid.
31. Submission of the Summary Entry Form by a Club Official will indicate that all their swimmers accept these conditions in full.
32. **Video Recording/Photography/Mobile Telephones.** Whilst photography and filming is permitted at our event, the ASA have requested that we make photographers aware that taking images or filming other children or adults where consent is not known could cause a risk to that child or adult. There are many children and adults in our sport who are subject to various conditions and requirements that protect their identity, often for very serious reasons. Therefore, we would request that where other children or adults are included within your video/photographs, these are not posted online.
33. All visiting clubs must ensure that team managers/coaches and officials comply with the ASA Child Protection Policy.
34. For any matter not covered by these Conditions, the Promoter reserves the right to make any decisions to ensure the satisfactory running of the meet. By submitting an entry participants will be deemed to agree with such decisions.
35. Meet entries and results will be managed on the Club IT systems. By submitting entries, consent is thereby given, as required under the Data Protection Act, to the holding of personal information. Personal data, including submitted and recorded times, may be made public during and after the meet.
36. The Promoter is Sally-Anne Hawley c/o Kingston Royals Swimming Club.

ALL RESULTS WILL BE PUBLISHED ON MEET MOBILE. PLEASE SEARCH:-

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