



**WOKING SWIMMING CLUB**  
**8th B/C GRADE "OCTOPUS" OPEN MEET**  
**SUNDAY 21 MAY 2017**



ASA LICENCE 3SE170722

Closing Date for entries: Friday 21 April 2017

**Promoter's Conditions**

Venue: Woking Pool in the Park, Kingfield Road, Woking, Surrey. GU22 9BA

1. The Meet will be run in our 6 lane, 25m Pool with anti-wave lane ropes, electronic timing and a full 6 lane display electronic scoreboard.
2. It is licensed at Level 3. It will be run under current ASA Laws and ASA Technical Rules, and all swimmers must be registered with the ASA.
3. A swim down facility will be provided; clubs are required to supervise their swimmers using this facility.
4. The Meet will be run as "age on the day" for swimmers aged 9 years and over on 21 May 2017. Age bands are 9,10,11,12,13,14 and 15 and over.
5. Entries will be accepted on a first come first served basis. The organisers reserve the right to restrict entries, or to close entries early if events become fully subscribed. All entries must be submitted by the closing date of 21 April 2017.
6. Events available to all swimmers are 50m in all strokes, 100m free, back, breast and IM plus 200m free.
7. The Meet is subject to upper limit qualification times detailed in the attached table. All submitted entry times must be slower than the upper limits specified. Swimmers with a time faster than the B grade upper limit are not eligible to enter, and any such entries received will forfeit their entry fee for that event. Woking SC reserves the right to check submitted times and to refuse entry to anyone who has breached this condition.
8. All swimmers will be placed in B or C grades according to their submitted entry times and the times set out in the attached qualifying times schedule. Entries do not need to specify B or C grade, as they will be automatically allocated to the correct category. B and C categories are event/time dependent and will be determined solely on the submitted entry time for each event. The precise split for each event will be determined, after all entries have been received for the meet, to balance out the number of swimmers in each category. An individual swimmer may be B grade for one event and C grade for another.
9. Seeding will be slowest to fastest throughout based on submitted entry time. All age groups and grades will be swum together in the same event. All events are heat declared winner. The Meet will use over the top starts at the discretion of the Referee.
10. Swimmers must report for their events in good time as directed by the Whips. Failure to report in time will result in the swimmer not being allowed to compete in the event.
11. Awards will be made to the top three swimmers in B grade and to the top three swimmers in C grade in each event. Awards can be collected from the Trophy Table during the course of the meet; awards not collected will not normally be sent on.

12. Results on the day will be classified according to the entry grade, i.e. the grade banding will not be adjusted based on achieved times at the meet. C grade swimmers achieving B times will remain classified in C grade results. B grade swimmers dropping into C times will remain classified in B grade results. There will be no "speeding tickets" for swimmers achieving times on the day faster than the published upper limit times for the meet entry.
13. The entry fee is £6 per event, to include the ASA levy of 20p per swim. A coach pass is £12, to include entry to the pool, a programme, lunch and refreshments between sessions. Clubs may have up to three coach passes. Passes will be included in the Coaches' Pack, which will be available from the information table. The pack will also contain any updated information. The only people allowed on poolside will be officials, meet organisation staff, swimmers and those displaying a coach pass.
14. All entries must be made either on the official form (for clubs with fewer than 6 swimmers) or on HyTek. Clubs entering more than 6 swimmers must download the Hy-Tek Team Manager file from <http://www.wokingsc.co.uk/?p=5686> and return the entry file to [octopus@wokingsc.co.uk](mailto:octopus@wokingsc.co.uk) . Please note that if a Club enters more than 6 swimmers by means of entry forms rather than Hy-Tek, there will be a surcharge of £2 per swimmer. Full Team Manager instructions may also be found on <http://www.wokingsc.co.uk/?p=5686> . Payment may be made by direct bank transfer or by cheque; all cheques should be made payable to Woking SC and should be sent, with the summary sheet, to Hilary Dickenson, 2 Pinehurst Gardens, West Byfleet, Surrey KT14 6HB. Bank transfer details will be provided on request. We cannot guarantee entry where we have received incomplete entry details.
15. As soon as possible after the closing date, we shall post a list of accepted and rejected entries on our website, together with any further necessary information. This information will also be emailed to the contact person for each club. In general, refunds can only be given in exceptional circumstances or in the event of the meet being over-subscribed.
16. Warm up will be available before each session. Timings are as shown on the programme.
17. The Meet will be run without cards; swimmers will be required to sign in for each event by the advertised cut off time before the start of warm up for that session.
18. We shall be delighted to welcome visiting officials from competing clubs to the Meet. If you would like to volunteer your services please contact our officials' organiser Michael Holden via email at [officials@wokingsc.co.uk](mailto:officials@wokingsc.co.uk) .
19. Entries may be held on a computer solely for the purposes of this competition and consent, as required by the Data Protection Act 1984, 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 Promoters.
20. All visiting clubs must ensure that team managers/coaches and officials comply with the ASA Child Protection Policy.
21. Lockers (20p coin, returnable) are available between the changing rooms and pool, and should be used to maximise available poolside space. No valuables should be left unattended. The promoter cannot accept liability for any losses or damage that may occur. Please note that the centre will be open to Leisure Lagoon users.
22. Woking SC adheres to the **ASA Child Protection Policy Recommendations**.
23. The promoter reserves the right to refuse admission to any person.
24. Any situation not covered by the above meet conditions will be handled at the discretion of the promoters, Hilary Dickenson and Clare Heney, contactable at [octopus@wokingsc.co.uk](mailto:octopus@wokingsc.co.uk) , who also reserves the right to make any changes that may be considered necessary for the safety, smooth running and discipline of the event.