

[www.cityofnorwichsc.co.uk](http://www.cityofnorwichsc.co.uk)

## March Long Course L3 Open Meet 2018 (Level 3 License No.3ER180025)

**Sportspark ,UEA, Norwich: Saturday 3rd - Sunday 4th March 2018**  
**Under ASA Laws & Technical Rules**

<b>Venue</b>	Sportspark, UEA, Norwich, NR4 7TJ
<b>Pool</b>	8 Lane Long Course Racing Pool Electronic Timing & 8-Lane Display Free Parking
<b>Age Groups:</b>	9, 10, 11, 12, 13, 14 and over Ages as at 4th March 2018
<b>Awards</b>	Medals to Podium Finishes in All Events, All Age Groups Top Male Athlete & Top Female Athlete Awards Top Visiting Club Award

**\* Level 3 Long Course Meet \***

**\* 8 Lane Long Course Racing Pool, Electronic Timing, Quality Racing Blocks \***  
**\* Free Parking \***

**\* Real Time Results on Meet Mobile – Free WIFI \***

**Events** 50m, 100m, 200m All Strokes & 200m & 400 IM  
No 9 year olds in 400 IM

**Fees** Race Entry Fee: £5.50 per event  
Spectator Entry: £4.00 per session or £8.00 all day  
Programmes: £3.00

**Entries To**

**Meet Promoter:** Tracey Spinner, CONSC, 16 Ethel Road, Norwich, NR1 4DB

Enquiries can be e-mailed to [tbirdspinner@gmail.com](mailto:tbirdspinner@gmail.com) - call/text 07970289643

**Closing Date** **7pm on Friday 3<sup>rd</sup> February 2018**

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## March Long Course L3 Open Meet 2018

**Sportspark ,UEA, Norwich: Saturday 3rd - Sunday 4th March 2018**  
**Under ASA Laws & Technical Rules - Meet Conditions**

1. The event will be held at Sportspark, UEA, on 3-4 March 2018, held under ASA Laws and Regulations, ASA Technical Rules of Racing and to the ASA Open Meet Licensing Criteria. Entries may only be accepted from ASA, SASA or WASA members; or competitors from one of the countries affiliated to FINA.
2. **Competitors' ages shall be as at 4<sup>th</sup> March 2017.** All entries must be long course times or converted short course times, and must be **slower** than the cut off times listed. Swimmers wishing to enter who are faster than the cut off times may be permitted **after** the closing date, but will be listed as "exhibition swims" and will not be eligible for medals.
3. **Individual entries** from visiting swimmers shall be made on the official entry forms and will be subject to an additional £5 administration charge **per swimmer**. This charge will be waived if the swimmer is entered using the Hytek TM electronic entry file.
4. Where there are 3 or more competitors entered by a Club, entries must be submitted electronically with a summary form and Hytek TM Entry File and Entry Report with either 1 cheque payable to the City of Norwich Swimming Club Ltd or payment by BACS. Entry software can be obtained from [www.cityofnorwichsc.co.uk](http://www.cityofnorwichsc.co.uk). Entry file, summary form **and** payment must be received by 7pm on Friday 03/02/18. Clubs manually entering 3/o swimmers will be subject to a £25 administrative charge **BEFORE** entries are processed.
5. Swimmers in possession of an ASA Certificate of Swimming Disability or whose ASA membership record details a disability sport class (S1-S15) are welcome to enter the competition. An entry time from ASA Rankings must be provided. Personal care attendants are permitted for swimmers who require them without the need to pay for an additional Poolside Pass.
6. Masters swimmers are eligible to enter if they are able to evidence entry times from a Masters results site.
7. Should the meet be oversubscribed we will be operating a waiting list for additional entries to fill lanes following formal withdrawal on the day. If you wish your name to be added to the waiting list please contact the promoter after accepted/rejected entries have been published. Swimmers on the waiting list must still comply with the meet entry criteria.
8. The promoter retains the right to accept entries on a first come first served basis. If the number of entries meeting the entry criteria is high the promoter reserves the right to limit entries by closing entry early to enable the gala to meet licensing requirements. Entries received will be acknowledged by email, but must be made in full (ie electronic entry file, payment, club summary form, entry summary report). Partial entries and entries received after the closing date may not be accepted.
9. Accepted entries will be published on [www.cityofnorwichsc.co.uk](http://www.cityofnorwichsc.co.uk) approx 2 weeks prior to the competition. It is the competing club/swimmer's responsibility to check this list for accuracy and advise immediately of any mistakes or changes that are required. Club contacts will be notified of rejections where/if appropriate. No on the day entries will be accepted unless the swimmer is on the waiting list and a formal withdrawal has been made.
10. The promoter regrets to confirm there will be no refunds of entry fees unless the entries are rejected by the organisers.
11. The meet promoter will check entries against the British Rankings where it is felt that a swimmer may be submitting a slower time in order to gain entry to this meet. Falsely entered times will be rejected without a refund.
12. **Swimmers withdrawing from events:** Each Club should have their own record of swimmers entered. Swimmers unable to compete must be withdrawn. Withdrawal forms are available from the timing desk - with a £5 penalty for failure to notify 30 minutes prior to the start of the first event in each session.
13. The pool length is 50 metres, 8 lanes with anti-wave ropes and Omega electronic timing. The depth of the pool is 1.8m.
14. Competitors must report to the marshalling area in a timely manner, normally 1 event prior to their own, where they will be placed in start order. Any swimmer not reporting may be deemed to have withdrawn from that event. It is the club/swimmer duty to check the start lists and report in a timely manner.
15. Heats will be seeded on submitted times and spearheaded. All events are timed finals, and the first 3 swimmers in each age group will receive awards. Swimmers who entered as exhibition swimmers will not be eligible for medals but may be awarded speeding tickets if they swim faster than the QT on the day. Awards will be made to the Top Boy, Top Girl and Top Visiting Club. All competitors' points will go towards Top Visiting Club points tally, including speeders. Speeders on entry will not be eligible for Top Boy or Top Girl.
16. The promoters do not accept responsibility for any property. Lockers are available in the changing rooms and should be used for the safe keeping of all belongings. Items have gone missing in the past so please look after your belongings. **UEA Sportspark lockers require a padlock which you should bring with you, or hire from Sportspark reception.** Please minimise the number of kit bags brought poolside.
17. City of Norwich SC uses a computer to manage entries and results. By submitting and accepting entries to the meet consent is hereby given, as required by the Data Protection Act 1998, to the holding of personal information on computer. Personal data handled such as name, club, recorded and entered times may be made public during or after the meet.
18. Closing date for full entry submission is 7pm on 3<sup>rd</sup> February 2018.
19. Charges as follow:
  - Entry Fees £5.50 per event
  - Coaches Passes £10.00 (no food); £20 (with food)
  - Spectator fees £4.00 per session or £8.00 per day.
  - Programmes for the meet £4.00
20. Coaches' passes will not be sold on the day – no pass, no admission to poolside.
21. In accordance with the ASA Child Safeguarding Policies and Procedures, any parents or carers of swimmers under the age of 18 who wish to take photographic or video images are requested to focus on their own child as much as reasonably possible and to avoid including other children in those images. Should you have any concerns about photography or filming please bring them to the attention of the promoter.
22. Please help to maintain a high standard of health and safety by not blocking stairways, emergency exits and walkways with bags. Report issues immediately to a member of pool staff or to the Meet Promoter.
23. Warm up protocol: No diving during warm-up sessions, except in the designated sprint lanes, odd lanes will swim clockwise (1, 3, 5, 7) even lanes (2, 4, 6, 8) will swim counter clockwise. Swimmers using sprint lanes must swim 15 metres before slowing up. All swimmers must leave the water by the side of the pool and not over the timing pads. Coaches are asked to manage the lanes their swimmers are using during the warm up sessions.
24. The promoters reserve the right to refuse admission to any competitor or spectator. Any situation not covered in these conditions will be at the discretion of the promoter, who also reserves the right to make any changes that may be considered necessary for the smooth running and discipline of the meet. Participants will be informed of any such changes.

**We hope you have an enjoyable meet and please let us know of anything you think could help us to improve the meet in the future**

## March Long Course L3 Open Meet 2018 (License No. 3ER180025)

### Sportspark ,UEA, Norwich: Saturday 3rd - Sunday 4th March 2018 Schedule of Events

#### Saturday 3<sup>rd</sup> March

##### Session 1 – Warm up 8.30am – Start 9.30am\*

Event 101	Girls	9 and over	400 Freestyle	HDW
Event 102	Boys	9 and over	200 Freestyle	HDW
Event 103	Girls	9 and over	100 Breaststroke	HDW
Event 104	Boys	9 and over	100 Backstroke	HDW
Event 105	Girls	9 and over	50 Backstroke	HDW
Event 106	Boys	9 and over	50 Breaststroke	HDW
Event 107	Girls	9 and over	200 Butterfly	HDW

##### Session 2 – Warm up tba – Start tba\*

Event 201	Girls	10 and over	400 IM	HDW
Event 202	Boys	9 and over	200 IM	HDW
Event 203	Girls	9 and over	200 Backstroke	HDW
Event 204	Boys	9 and over	200 Breaststroke	HDW
Event 205	Girls	9 and over	100 Butterfly	HDW
Event 206	Boys	9 and over	100 Freestyle	HDW
Event 207	Girls	9 and over	50 Freestyle	HDW
Event 208	Boys	9 and over	50 Butterfly	HDW

#### Sunday 4<sup>th</sup> March

##### Session 3 – Warm up 8.30am – Start 9.30am\*

Event 301	Boys	9 and over	400 Freestyle	HDW
Event 302	Girls	9 and over	200 Freestyle	HDW
Event 303	Boys	9 and over	100 Breaststroke	HDW
Event 304	Girls	9 and over	100 Backstroke	HDW
Event 305	Boys	9 and over	50 Backstroke	HDW
Event 306	Girls	9 and over	50 Breaststroke	HDW
Event 307	Boys	9 and over	200 Butterfly	HDW

##### Session 4 – Warm up tba – Start tba\*

Event 401	Boys	10 and over	400 IM	HDW
Event 402	Girls	9 and over	200 IM	HDW
Event 403	Boys	9 and over	200 Backstroke	HDW
Event 404	Girls	9 and over	200 Breaststroke	HDW
Event 405	Boys	9 and over	100 Butterfly	HDW
Event 406	Girls	9 and over	100 Freestyle	HDW
Event 407	Boys	9 and over	50 Freestyle	HDW
Event 408	Girls	9 and over	50 Butterfly	HDW

\* Sessions start times may change depending on entries. Information will be posted with accepted entries

## Cut off Times – Long Course (Swimmers must be slower than these times)

Event		BOYS						GIRLS					
		9	10	11	12	13	14+	9	10	11	12	13	14+
<b>Freestyle 50m</b>	Cut off	35.00	33.50	32.00	30.00	28.00	26.00	35.00	33.50	31.00	30.00	29.00	28.00
<b>Freestyle 100m</b>	Cut off	1.13.00	1.10.00	1.07.00	1.04.00	1.01.00	56.00	1.14.00	1.10.00	1.07.00	1.04.50	1.02.00	1.00.00
<b>Freestyle 200m</b>	Cut off	2.40.00	2.32.00	2.24.00	2.16.00	2.10.00	2.04.00	2.44.00	2.33.00	2.24.00	2.18.00	2.14.00	2.10.00
<b>Freestyle 400m</b>	Cut off	5.30.00	5.12.00	4.58.00	4.42.00	4.30.00	4.20.00	5.38.00	5.16.00	4.58.00	4.46.00	4.38.00	4.30.00
<b>Breaststroke 50m</b>	Cut off	42.00	39.50	37.50	35.50	33.50	31.50	44.00	42.00	40.00	38.00	37.00	36.00
<b>Breaststroke 100m</b>	Cut off	1.29.50	1.25.50	1.21.50	1.17.50	1.13.50	1.09.50	1.34.00	1.29.00	1.25.00	1.21.00	1.18.00	1.15.00
<b>Breaststroke 200m</b>	Cut off	3.08.50	3.00.50	2.52.50	2.46.50	2.39.50	2.33.50	3.12.00	3.08.00	2.59.00	2.53.00	2.49.00	2.45.00
<b>Butterfly 50m</b>	Cut off	37.50	35.50	33.50	31.50	29.50	27.50	38.50	36.00	34.00	32.00	31.50	31.00
<b>Butterfly 100m</b>	Cut off	1.23.00	1.19.00	1.15.00	1.11.00	1.07.00	1.02.00	1.23.00	1.20.00	1.16.00	1.12.00	1.09.00	1.06.00
<b>Butterfly 200m</b>	Cut off	2.58.00	2.50.00	2.42.00	2.34.00	2.26.00	2.18.00	2.58.00	2.50.00	2.42.00	2.37.00	2.32.00	2.27.00
<b>Backstroke 50m</b>	Cut off	40.50	38.50	36.50	34.50	32.50	30.50	40.50	38.50	36.50	35.00	33.50	32.00
<b>Backstroke 100m</b>	Cut off	1.24.00	1.20.00	1.16.00	1.12.00	1.08.00	1.04.00	1.24.00	1.20.00	1.18.00	1.14.00	1.10.00	1.08.00
<b>Backstroke 200m</b>	Cut off	2.58.00	2.50.00	2.42.00	2.34.00	2.26.00	2.18.00	2.58.00	2.50.00	2.44.00	2.38.00	2.30.00	2.26.00
<b>Ind Medley 200m</b>	Cut off	2.58.00	2.50.00	2.42.00	2.34.00	2.26.00	2.18.00	2.58.00	2.50.00	2.44.00	2.40.00	2.34.00	2.28.00
<b>Ind Medley 400m</b>	Cut off		6.00.00	5.44.00	5.26.00	5.10.00	4.54.00		6.00.00	5.48.00	5.40.00	5.28.00	5.16.00

## March Long Course L3 Open Meet 2018 (License No. 3ER180025)

**Sportspark ,UEA, Norwich: Saturday 3rd - Sunday 4th March 2018**

### Club Summary Entry Form

Please return this completed form with your entries and a **SINGLE** cheque\* payable to **City of Norwich Swimming Club Ltd**, along with a large stamped addressed envelope to:

Tracey Spinner, CONSC, 16 Ethel Road, Norwich, NR1 4DB

NB The club electronic entry file must be emailed to: [tbirdspinner@gmail.com](mailto:tbirdspinner@gmail.com).

Closing date for full entry submission: 7pm on Friday 3<sup>rd</sup> February 2018

<b>Club Name:</b>			
<b>Contact Name:</b>			
<b>Postal Address:</b>			
<b>Email Address:</b>			
<b>Telephone No:</b>			
<b>Entry Details:</b>			
		<b>Number</b>	<b>Cost</b>
Individual entries	@ £5.50 per event		£
Coaches Pass	@£10.00 No Food		£
	@£20.00 With Food		
<b>TOTAL</b>			£

\* If you wish to pay by BACs please email [tbirdspinner@gmail.com](mailto:tbirdspinner@gmail.com) for details.

**Checklist – By the Closing Date of 7pm on Friday 3<sup>rd</sup> February 2018 please ensure you have:**

**Emailed:**

Hytek Entry File  
Hytek Meet Entry Report  
(BACS Transfer)  
Officials Form  
OR

**Posted:**

Club Summary Entry Form (this form)  
Hytek Entry Report  
Coach/Chaperone Forms  
Payment by cheque  
Officials Forms

## March Long Course L3 Open Meet 2018 Long Course Format – (Level 3 License No. 3ER180025)

**Sportspark ,UEA, Norwich: Saturday 3rd - Sunday 4th March 2018**

INDIVIDUAL ENTRY FORM									
FORENAME:		SURNAME:							
CLUB:		AGE (@ 04/03/18):							
SEX:	MALE/FEMALE	DATE OF BIRTH:							
EMAIL ADDRESS:		DISABILITY CLASSIFICATION:							
TELEPHONE NO:		ASA REG NO							
EVENT	COST PER EVENT	ENTRY TIME (LC)	IF CONVERTED STATE SHORT COURSE TIME:						
50M FREESTYLE	£5.50								
100M FREESTYLE	£5.50								
200M FREESTYLE	£5.50								
400M FREESTYLE	£5.50								
50M BACKSTROKE	£5.50								
100M BACKSTROKE	£5.50								
200M BACKSTROKE	£5.50								
50M BREASTSTROKE	£5.50								
100M BREASTSTROKE	£5.50								
200M BREASTSTROKE	£5.50								
50M BUTTERFLY	£5.50								
100M BUTTERFLY	£5.50								
200M BUTTERFLY	£5.50								
200M IM	£5.50								
400IM	£5.50								
	<i>Total Events</i>				£				
<i>CoNSC Swimmers Admin Fee/Visiting Clubs individual manual entry fee</i>		£5.00			£				
		<b>Total:</b>			<b>£</b>				

**CLOSING DATE FOR ENTRIES IS 7pm ON Friday 3<sup>rd</sup> February 2018**

Please return this form and/or an “Entries Summary Form” as appropriate, to Tracey Spinner, CONSC, 16 Ethel Road, Norwich, NR1 4DB, with a cheque made payable to: **City of Norwich Swimming Club Ltd.** If you would like to pay by BACS tick here  and you will be emailed with details of the club account and instructions for payment – including a unique ID code.

## March Long Course L3 Open Meet 2018 (License No. 3ER180025)

**Sportspark ,UEA, Norwich: Saturday 3rd - Sunday 4th March 2018**  
**Coaches / Chaperone Pass Individual Application Form**

Closing date 7pm on 3<sup>rd</sup> February 2018

<b>Full Name:</b>	
<b>Club Name:</b>	
<b>Position:</b> (eg Coach)	
<b>PASS:</b>	@£10 without food @ £20 with food
<b>Telephone No:</b>	
<b>Email Address:</b>	
<b>ASA Affiliation Number:</b>	

The above named person is authorised to hold a pass for this club and has been DBS checked by the club:

Signed \_\_\_\_\_ **Club Secretary**

Coach's Passes will not be available on the day. There will be no access to poolside without a coach's pass. Passes are £10.00 (no food) or £20 (with food) each and include entry to poolside and results service.

### Officials Request Form

<b>Full Name:</b>					
<b>Current Qualification:</b>	TK:	JL1:	JL2:	JL2S:	LRef:
<b>Sessions Available:</b>	S1			S2	
	S3			S4	
<b>Licensed:</b>	Yes/No	Date License Expires:			
<b>Mobile No:</b>					
<b>Email Address:</b>					
<b>Club:</b>					
<b>Swimmers Name:</b>					
<b>Dietary Requirements</b>	<i>If you are doing all 3 sessions, please let us know if you have any special requirements for lunch.</i>				
<b>Mentoring Request</b>	<i>This meet can only use Licensed Officials – JL1 or above; however, those requiring mentoring are welcome to attend. Please let us know what you require mentoring for:</i>				

Submit form with club or swimmer entry.