

City of Cambridge Swimming Club
July Open Level 3 Short Course Meet 2014
(Licence Number: 3ER4493)

Sunday 13th July 2014

Under ASA Laws & Technical Rules: Affiliated to the East Region ASA

Venue: Parkside Swimming Pool, Gonville Place, Cambridge, CB1 1LY
Pool: 8 Lane, 25m Pool, Electronic Timing.
Age Groups: 9, 10, 11, 12, 13, 14, 15 and over. For event restrictions see qualifying times table.
Awards: Heat Declared Winners with awards to top three in each age group.
Events: 50m and 100m all strokes, 200m Freestyle and 200m Individual Medley.
Fees Race Entry Fee: £5.00 per events
Spectator Entry £2.00 per session or £5.00 all day.
Free parking in local streets on Sunday. Queen Anne Car Park is adjacent to the pool.
Entries to Jacqueline Malhotra, 13 Kimberley Road, Cambridge, CB4 1HG
Enquiries can be e-mailed to meets@cocsc.org.uk.
Closing Date for Entries: 12.00 Midnight on 3rd June 2014.

Programme of Events

	No.	Event	Age Groups
Session 1 <ul style="list-style-type: none"> • Warm up 0830 • Registration closes 0830 • Start 0915 	1	200M Freestyle Boys	9/10, 11/12, 13/14, 15+
	2	200M Freestyle Girls	9/10, 11/12, 13/14, 15+
	3	50M Backstroke Boys	9/10, 11/12, 13/14, 15+
	4	50M Backstroke Girls	9/10, 11/12, 13/14, 15+
	5	100M Butterfly Boys	11/12, 13/14, 15+
	6	100M Butterfly Girls	10, 11/12, 13/14, 15+
	7	50M Breaststroke Boys	9/10, 11/12, 13/14, 15+
Session 2 <ul style="list-style-type: none"> • Warm up 1230 • Registration closes 1230 • Start 1315 	8	200M IM Boys	9/10, 11/12, 13/14, 15+
	9	50M Butterfly Girls	9/10, 11/12, 13/14, 15+
	10	50M Butterfly Boys	9/10, 11/12, 13/14, 15+
	11	100M Freestyle Girls	10, 11/12, 13/14, 15+
	12	100M Freestyle Boys	11/12, 13/14, 15+
	13	100M Backstroke Girls	10, 11/12, 13/14, 15+
	14	100M Backstroke Boys	11/12, 13/14, 15+
	15	50M Breaststroke Girls	9/10, 11/12, 13/14, 15+
Session 3 <ul style="list-style-type: none"> • Warm up 1630 • Registration closes 1630 • Start 1715 	16	200M IM Girls	9/10,11/12, 13/14, 15+
	17	50M Freestyle Boys	9/10, 11/12, 13/14, 15+
	18	50M Freestyle Girls	9/10, 11/12, 13/14, 15+
	19	100M Breaststroke Boys	11/12, 13/14, 15+
	20	100M Breaststroke Girls	10, 11/12, 13/14, 15+

Meet Rules and Information

1. This Competition is licensed by the ASA for entry into National and Regional Competitions and will be held under ASA Laws and ASA Technical Rules
2. This is not a first come first served meet. The promoter reserves the right to limit entries. Competitors may be rejected if the meet is oversubscribed in order to meet licence time guidelines. The promoters reserve the right to give preference to accepting complete clubs entries whose swimmers (meeting the qualifying times) are travelling long distances due to having to pre book accommodation and/or transport.
3. Club entries for more than 3 swimmers must be submitted electronically. Sportsys entry files will be available on the club website at www.cocsc.org.uk or by email from meets@cocsc.org.uk.
4. Entry forms and payment must be received by the Promoters before midnight on the 3rd June 2014 and be fully and correctly completed, or else they may be rejected.
5. Swimmers in possession of an ASA Certificate of Swimming Disability or whose ASA membership record details a disability sport class and compete within the ASA East Region are welcome to enter the competition with a time slower than the lower limit standard. An entry time must be provided.
6. The Competition will be run as a cardless meet. The list of accepted and rejected entries will be published/available for download on the club website (www.cocsc.org.uk) approximately two 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.
7. Competitors' ages shall be as at 13th July 2014.
8. 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.
9. Swimmers must sign in before the start of the warm-up for each session for each event in which they wish to take part. A swimmer who is late to sign in may be placed in an unoccupied lane at the discretion of the meet administrator, but this is not guaranteed.
10. Swimmers must not be signed in unless they are present.
11. All withdrawals after sign-in must be notified to the meet administrator as soon as possible, any un-notified withdrawals will be subject to a £10 fine, which must be paid prior to the competitor resuming participation in the meet.
12. Any competitor that withdraws on medical grounds will not be able to participate in any events for the remainder of that session.
13. The pool length is 25 metres, 8 lanes with anti-wave ropes and electronic timing and the depth of the pool is 1.2m at the shallow end and 1.8m at the deep end.
14. Competitors must report to the marshalling area in a timely manner, normally 1 event in advance of their own, where they will be given their start order. Any swimmer not reporting may be deemed to have withdrawn from that event.
15. All events will be seeded on submitted times and the fastest heat will be spearheaded. The first three swimmers in each event in each age group will receive awards.
16. Team Managers/Coaches will be allowed on poolside if wearing a pre-purchased pass. Passes can be requested with the entry forms and will be £10.00 per person and include lunch and a programme. Coaches and Team Managers must be club trained personnel and clubs are asked to maintain the recommended ratio of 1:10. Untrained parents without CRB are not allowed poolside.
17. Clubs entering a large number of swimmers are asked to provide 1 licensed judge for every 10 swimmers entered to help officiate. Officials will be provided with lunch and refreshments throughout the weekend.
18. The promoters reserve the right in the interests of time, to operate 'OVER THE TOP' starts.
19. The promoters do not accept responsibility for any property.
20. For Health and Safety reasons only small rucksack bags will be allowed poolside. Lockers are available with a £1 coin (refundable) Pool staff will remove any large obtrusive bags.
21. Limited seating poolside will be available for Coaches and swimmers. No additional seating is permitted.
22. No person will be allowed on poolside without a pass.
23. There will be no glass items allowed on poolside.
24. The promoters reserve the right to refuse admission to any competitor, participant, coach or spectator.
25. City of Cambridge Swimming Club 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.
26. Charges as follows: Race Entry Fees £5.00 per event, Coaches Passes £10.00, Spectator fees £2.00 per session or £5.00 per day, Programmes £3.00.
27. All persons wishing to use photographic equipment - including mobile phones with photographic capacity - must register at the reception desk on the balcony in accordance with ASA guidelines. No photographs are permitted poolside

28. Please help to maintain a high standard of health and safety by not blocking stairways, emergency exits and walkways with bags and report any issues immediately to a member of the pool staff or to the Open Meet Promoter.
29. Warm up protocol: Strictly no diving during any 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. All swimmers must leave the water by the side of the pool and not over the timing pads. Coaches should manage the lanes their swimmers are using during the warm up sessions. Guidance will be given by the meet announcer and Warm Up Marshalls.
30. Any situation not covered by the above will be at the discretion of the promoters, who also reserve the right to make any changes that may be considered necessary for the smooth running and discipline of the event.

Qualifying Cut off Times

(entries faster than these times will be rejected/times must have been achieved since 14 July 2013)

		GIRLS				BOYS			
EVENT		9/10	11/12	13/14	15+	9/10	11/12	13/14	15+
50m	Freestyle	35	30	28	27	34	29	27	25
50m	Backstroke	40	33	32	30	38	32	30	28
50m	Butterfly	40	34	31	30	39	36	30	28
50m	Breaststroke	40	38	34	32	40	38	33	30
100m	Freestyle	*1.12	1.07	1.02	1.00	-	1.05	1.01	0.57
100m	Backstroke	*1.15	1.08	1.06	1.04	-	1.10	1.06	1.03
100m	Butterfly	*1.25	1.15	1.10	1.08	-	1.15	1.10	1.05
100m	Breaststroke	*1.30	1.20	1.13	1.11	-	1.20	1.13	1.10
200m	Freestyle	2.56	2.23	2.15	2.05	2.56	2.20	2.15	2.09
200m	Individual Medley	3.20	2.50	2.40	2.25	3.20	2.50	2.30	2.20

*10 yr old girls only. 9yr olds cannot compete in 100s.

Disability Swimming Conditions

The conditions outlined above shall apply to the Disability Swimming events except where varied by any of the following conditions.

1. Swimmers with S1- S15 classifications will be accepted.
2. All swimmers must have an internationally authorised classification.
3. Competitors must be registered members of the ASA.
4. The meet does not have disability consideration times, however the organisers reserve the right to reject swimmers after the closing date if demand exceeds the time available in the galas.
5. Personal care attendants will be permitted for swimmers in all disability classes.
6. A swimmer may have both a coach and a personal care attendant present.
7. The competition format will be based on disability inclusion within the able-bodied programme. Swimmers will be integrated on a time-banded basis in all events.
8. Positions will be determined by each swimmer's times relative to the world record in their own classification.
9. Disability swimmers will be included but not placed within the results for the appropriate age group in the able-bodied competition unless their entry times meet the qualifying times for the able-bodied competition. They will also be included in the Multi Disability results and placed within those results according to their equivalent times.
10. Winners of all events will be heat declared.
11. Competition to be run under IPC Swimming swim rules.
12. An official who holds the qualification of ASA Disability Official will act as a technical advisor in each of the sessions where disability athletes are entered, if available.
13. Medals shall be awarded on a multi-disability basis to 1st, 2nd and 3rd place in each event. Medals shall be awarded following the posting of the results after the relevant event has taken place.
14. Placing shall be determined by achieving a time better than or closest to, the equivalent World record relevant to their own classification.

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Club Summary Entry Form

Please return this completed form with your entries and a SINGLE cheque* payable to City of Cambridge Swimming Club, to: Jacqueline Malhotra 13 Kimberley Road, Cambridge, CB4 1HG.

Closing date 3rd June 2014

Club Name:	
Contact Name:	
Postal Address:	
Email Address:	
Telephone No:	

Entry Details:

		No of Entries/ Passes	Cost
Swimmers	@ £5.00 per event		£
Coaches Pass	@ £10		£
		TOTAL	£

* If you wish to pay by BACs please email meets@cocsc.org.uk for details.

Checklist – By the Closing Date of 3rd June 2014 please ensure you have:

Emailed:

Sportsys Entry File
Sportsys Meet Entry Report
Coach/Helper Forms
Officials Forms (1 licensed official for every 10 swimmers)
(BACS Transfer)

Posted:

Club Summary Entry Form (this form)
Sportsys Entry Report
Coach/Helper Forms
Officials Forms (1 licensed official for every 10 swimmers)
Cheque (payable to CoCSC)

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Individual Entry Form

PLEASE NOTE: Entries for more than three swimmers should be made electronically.

First Name:		Surname:	
Male or Female		Phone Number	
DOB (dd/mm/yy)		ASA Reg. No	
Address			
Email			
Disability Exemption Code	S=	SB=	SM=

Your Club: _____

Age as of 13 th July 2014	_____ Yrs old		Male/Female <i>(Delete as appropriate)</i>
Event	Submitted Time*	Fee	
50m Freestyle			<u>Individual entries</u> For individual entries direct to the City of Cambridge Swimming Club, please print your name clearly on the reverse side of your cheque. If your Club is making a group entry, check with your club how payment and application should be made.
100m Freestyle			
200m Freestyle			
50m Backstroke			
100m Backstroke			
50m Breaststroke			
100m Breaststroke			
50m Butterfly			<u>Club entries</u> Clubs please complete a Club Summary Payment Form and send with your club cheque attached.
100m Butterfly			
200m IM			
Total @ £5.00 per event			

**If time not on ASA database please state origin on reverse of form.*

I hereby declare that the above particulars are correct and that I am an eligible competitor in accordance with the law the ASA and will abide by the conditions laid down by the promoters for this competition.	
Signature of Competitor: _____	Date: _____
I certify that the above information is correct: _____ Club Official	

CLOSING DATE FOR ENTRIES IS 3rd June 2014

Please return this form and/or an "Entries Summary Form" as appropriate, to Jacqueline Malhotra, 13 Kimberley Road, Cambridge, CB4 1HG, with a cheque made payable to City of Cambridge Swimming Club.

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Coach/Helper Pass Application Form

Club Name: _____

Closing date 3rd June 2014

	Coach/Helper 1	Coach/Helper 2	Coach/Helper 3
Full Name:			
Position: (e.g. Coach)			
Home Address:			
Telephone No:			
Email Address:			
ASA Affiliation Number:			
Number of passes @ £10.00 Total enclosed:			

The above named person(s) is(are) authorised to hold a pass for this club:

Signed _____ Club Secretary

Coach Passes will not be available on the day. There will be no access to poolside without a pass.
Passes are £10.00 each and include entry to poolside, programme and results service. All completed forms to be returned to:

Jacqueline Malhotra, 13 Kimberley Road, Cambridge, CB4 1HG. Please address any questions to meets@cocsc.org.uk.

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Officials Request Form

We request that Clubs entering a large number of swimmers provide 1 licensed judge for every 10 swimmers entered to help officiate. We will provide lunch and refreshments for those doing more than one session and payment for expenses incurred in travel and parking will be offered.

Full Name:				
Qualification <i>(tick box applicable):</i>	JL1	JL2	JL2S	LRef
Date License Valid To:				
Sessions Available:	S1			
	S2			
	S3			
Mobile No:				
Email Address:				
Club:				
Swimmer's Name				
Mentor Request	<i>If you are in the middle of training to become an official and require mentoring, please indicate the sessions you are available and use this box to detail the tasks you require mentoring for.</i>			

Please complete one form per official and submit with your Club Summary Entry form.