



**This is a Level 3 Long Course Gala Licensed by Swim England – Licence Number: NE230257
It is subject to Swim England Laws and Regulations and Swim England Technical Rules of Racing**

1. This Gala is to be held at the John Charles Aquatic Centre, Leeds LS11 5DJ. The pool length is 50m of variable depth with 10 lanes and anti-wave lane ropes. A secondary strobe may not be available. A separate swim down facility is available.
2. Omega (Quantum) Timing will be in operation with a matrix scoreboard display. Times displayed are for information only.
3. Age Groups/Events will be:

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| 9 years and over: | 50m and 100m, 200m all strokes and 200IM |
| 11 years and over: | 400 freestyle and 400IM |
| 12 years and over: | 800m and 1500m freestyle (mixed events) |

All events will be Heat Declared Winners.

4. There will a minimum of 3 heats for the 800m and 1500m mixed freestyle events (**additional heats may be added dependent upon session timings and at the discretion of the Meet Promoter**). Once the 3 heats (30 places) are filled for each event, the next 3 swimmers will be notified as reserves. Should withdrawals occur these swimmers will be notified as soon as is reasonably possible. Should a Club take entries from below to over 30 swimmers, RDASC reserve the right to conduct a draw to select swimmers from that Club and order reserves. Similarly, should the selection for reserve swimmers be from one Club a draw will be made.

NB: RDASC reserves the right to reduce the number of heats in the 400m Freestyle and IM, where the number of entries significantly impacts on the session time.

5. Any swimmer accepted must have times which fall within the upper and lower qualifying times for this Meet. These times must be ratified by the relevant Club Coach for each event. Swimmers not in compliance with the aforementioned requirement will be disqualified from all events and invalidated from all presentations. A copy of the qualifying times can be found on the RDASC website at www.rdasc.org.uk

6. Coaches must confirm the attendance of their Club's 800m/1500m swimmers by 1800hrs the evening before the Meet using the online re-entry form (see RDASC website for further details). This will allow the reservists to be informed and allocated swims. No Confirmation – No Swim.

7. Ages are as at **5th March 2023**.

Entry Fees: £7.00 paper entries and individual Sportsystems entries

8. Poolside passes cost £25.00 each, which includes start sheets and Lunch. Coaches and Team Managers will not be permitted on poolside without a Poolside Pass. All Coaches and Team Managers must be CRB/DBS checked to access poolside (you will be asked to confirm this on your Summary Sheet).

9. Richmond Dales ASC will NOT be responsible for any unaccompanied swimmers at the Gala. Swimmers are the responsibility of the Club to which they are affiliated and must be supervised by a responsible adult possessing a Poolside Pass.

10. Entries should be submitted using the Sportsystems Entry file, provided by the Competitions Secretary or available online on the RDASC website. This is a **'first come, first served'** Gala. Entries open at 0800hrs on Monday 16th January 2023 and will close once the Gala is full or at 1900hrs on Monday 27th February 2023. **Entries received prior to 0800hrs on Monday 16th January 2023 will be returned and you will be asked to resubmit at the entry opening time.**

11. Clubs will be invoiced for payment after the closing date and payment must be made in full prior to the Meet date. Payment is to be made by BACS transfer to Richmond Dales ASC, Sort Code: 54-30-43, Account Number: 02230798. Please include a Club reference (abbreviations accepted) followed by **AFG23** eg RDASC AFG23. Clubs entering more than one swimmer must use a Sportsystem Electronic Entry File. Individual entries will not be accepted. Please complete and return the Summary Sheet along with Sportsystems Entry file.

12. Entry times should be converted from 25m pool times by use of official conversion tables.

NB – The Sportsystems Entry File will automatically convert SC times downloaded from Rankings to LC times.

13. Refunds will only be given if:

- The withdrawal is before the Gala has closed, which may be prior to the advertised closing date if the Gala is full.
- The withdrawal is after the Gala has closed and is on medical grounds, subject to submission of an appropriate medical certificate. In such cases, the swimmer will be withdrawn from all other events.

14. Poolside entries will be at the discretion of the Meet Organiser and will be £8.00 per swim.

15. Heats will be seeded according to submitted entry times.

16. Presentations will be made to the first three in each age group: 9yrs, 10yrs, 11yrs, 12yrs, 13yrs, 14yrs, 15yrs and 16yrs and over. Medals will be awarded to Classified disability swimmers in each age group according to the GB multi classification points system.

17. Swimmers will only be permitted to swim for one Club during the Gala.

18. For safety reasons, only swimmers who have achieved the Swim England Competitive Start Award can perform a shallow racing dive from the starting blocks. Where possible, over-the-top starts will be used during the Gala. Swimmers are requested to remain in the water until asked to leave the pool.

19. Disability competitors:

- Swimmers with a disability will swim under IPC Rules.
- Qualifying times for disability competitors are not required, however entry times will be submitted for the purpose of seeding the heats.
- Poolside passes/Coach passes will attract the advertised fee. All Coaches, Chaperones and Personal Care Attendants must confirm to the Swim England Child Protection Procedures and hold a current DBS certificate.
- The competition format will be based on disability inclusion within the able-bodied programme. As such, there will be no separate events for swimmers with disabilities. All swimmers will be seeded in the heats according to their entry times. Disability swimmers will also be included within the results for their age group.

20. Admission for spectators will be £8.00 per day. The Meet programme will only be available online. Children under 12 years old and accompanied by an adult will be admitted for free.

21. Entry cards will not be issued. Coaches or Team Managers should advise the recorders of any missing swimmers by 8pm the evening before the swim, or 12 noon before any afternoon sessions, using the withdrawal form available on the RDASC website. Seeded heat lists will be produced prior to the start time of the session. Complying with this condition will reduce the number of empty lanes.
22. Coaches/Team Managers are responsible for ensuring competitors report FIRST to the marshalling area at the required time. Swimmers failing to report to the Competition Marshals in time for the start of their race may not be allowed to compete.
23. Anyone found damaging or misusing property or equipment at the host venue may be disqualified from any further involvement in the competition and may be subject to further action from the Pool Management.
24. Neither Richmond Dales ASC nor the John Charles Aquatic Centre can be held responsible for loss or damage to spectators' or swimmers' property. Swimmers are advised to use the lockers provided in the changing rooms and not leave belongings unattended in the changing area or on poolside.
25. Anyone wishing to use photographic equipment within the pool area is to comply with Swim England Photography Guidance.
26. The Lead Referee prior to the gala will be John Flynn who is contactable at j.flynn@ntlworld.com
27. The Data Protection Act 2018 requires us to provide you with certain information and to obtain your consent before processing data about you. Processing includes: obtaining, recording, holding, disclosing, destruction or retaining information. We require certain personal data for the purposes of making entries to the competition, managing the Meet and the submission of results to British Swimming Rankings. The information provided by you will be processed in accordance with the Data Protection Act 2018. Consent to process such personal data is deemed to have been given by the submission of the entry. Where the personal data of competitors, officials and coaches/team managers has been passed to us by a third party, such as a Club rather than by the individuals themselves, we rely on the third party to ensure that consent has been obtained.
28. This Gala will be compliant with Swim England Guidance and with the specific health and safety requirements of the venue (*this may be subject to change at any time*).
29. Any points not covered in these Meet Conditions will be at the discretion of the Meet Organisers.

Meet Promoter

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