

SENW Winter Regional Championships

Entry Pack for Athletes and Coaches/Team Managers

Conditions

It is the responsibility of all competitors to ensure that they have read and understand the conditions for the event before submitting an entry.

The Swim England North West Regional Winter Swimming Championships (25m) are available [HERE](#)

Programme of Events

The Programme of Events for all sessions of the Championships can be found [HERE](#)

Consideration Times

Consideration times have been generated via a consideration time generator, using recorded times achieved by competitors affiliated to North West Clubs within the qualifying window

Timeline – Key Events

Please see the following timeline for when information will be provided in relation to the Swim England North West Winter Regional Swimming Championships (25m):

Entries to Open	Monday 11th September 2023
Entries to Close	Tuesday 24 th October 2023 (11:59pm)
Accepted/Rejected Entries Published	Friday 27 th October 2023
Warm Up Information	Wednesday 1 st November 2023
Withdrawal Refund Form to be Completed Refund requests after this date will not be processed.	Friday 11 th November 2023
Refunds to be Processed	Monday 5 th December 2023

Entry Information

In line with the Swim England Transgender and non-binary competition policy, please see information on the definition of categories:

Female – Athletes with a birth sex of female.

Open – Athletes with a birth sex of male, trans or non-binary competitors and any competitor not eligible for the female category.

1. [Go to the Online Entry Page](#). Entries open on Monday 11th September 2023.
2. Click your club from the drop down.
3. Find and click your name within the list.
4. Tick the entries you wish to enter.

5. Payment is via Paypal. Please follow the payment instructions. Your entry will not be complete until you receive a confirmation of payment email.
6. Para Swimmers will use the online system as (point1)

Entry fee is £9 per event.

Entry Confirmation

A list of processed entries will be available on 27th October 2023 by accessing the following website: [CLICK HERE](#)

Competitors are responsible for checking their entries carefully. Any questions should be forwarded to events@swimnorthwest.org immediately.

Accreditation

All Clubs are required to ensure that they comply with the Swim England Team Manager, Coach and Chaperone Policy.

All coaches, chaperones and team staff must have a valid accreditation to access the event. Accreditation is non-transferable and must be worn at all time when inside the venue.

It is the clubs' responsibility to ensure that individuals who carry out a Supervisory Role are listed on the Club Personnel Report and have the appropriate qualifications in place as per the above policy:

- Valid and in Date DBS
- Valid and in Date Safeguarding
- Minimum Level 2 Coaching Qualification or Team Manager Module 1

Coaches; Team Managers and Chaperones requiring access to poolside must purchase a pass in advance using the online system. Accreditation will be emailed to you in PDF format to print and bring to the event.

Coaches, Team Managers and Support Staff will be required to sign into every session and provide evidence

Cost of the Coaches Pass: £5.00 for the weekend. This will include Tea/Coffee/Cold Drink being made available in the COMAST Office on the first floor

[Accreditation - Please click here.](#)

Information

Competitors are to follow health policies and procedures of the event which may include protocols which are dependent on the Government (National or Local), Swim England or facility guidelines at the time.

The Championship Entries Manager has the authority to adjust the number of entries accepted to ensure the event is compliant with Swim England licensing requirements.

Competitor Information

Session Times

Warm up and session start times will be provided on Wednesday 1st November 2023. The swim down pool will be made available throughout the competition.

Between Sessions

Competition Pool closes from the end of the competition session to the commencement of warm up.

Withdrawals

Competitors are reminded that withdrawals from Heats must be made no later than 60 minutes before the advertised competition start time of the relevant session.

[Withdrawal Form](#)

Passphrase – [To be Provided]

Finalist and Reserves not wishing to compete in the final must withdraw no later than 15 minutes after the announcement of the Finalist for the event. Withdrawals must be by use of the official withdrawal method.

Any swimmer who having qualified for a Final, fails to swim, without having withdrawn from the Final, shall incur a penalty fee of £10.00, per final. The responsibility for payment of the fee shall rest with the club under whose name the entry was made.

Para Swimmers

It is expected that a secondary strobe should be available for use on request by athletes.

Swim England North West will endeavor to provide a technical official who holds either World Para Swimming qualification or who have completed Swim England Para Swimming officials training to act as a liaison for the Referee where Para Swimmers are competing.

Starts

The event may be conducted using over the top starts and in water backstroke starts. When Swimmers have completed their race they must remain close to the end of the pool and hold onto the lane rope. They shall clear the pool immediately the next race has started.

Call Room

Competitors will be required to report to the Call Room in plenty of time for their race. The Call Room will be in the Studio. Coaches and Team Managers are not permitted in this room when it is in use as a Call Room.

Awards

Awards shall be made to competitors placed first, second and third in the Senior and Junior Championships.

Awards shall be made to Para Swimmer competitors placed first, second and third in each event based upon Para Swimming Points. Where less than four competitors in an event, a minus one rule will apply. Where there is a single competitor in an event, the competitor must achieve a time faster than their entry time to receive an award.

Awards will be available for collection; no formal award presentation will be conducted.

Please ensure that all awards are collected promptly following the finals.

Streaming

This event will be streamed, with the video being placed on YouTube. Competitors are reminded not to get changed on the balcony or poolside, please ensure that changing room facilities are used.

[Please click here to watch the streaming.](#)

Spectator Information

Spectators passes will be available to purchase online. Details will be provided closer to the event date.

Cost of tickets:

- £5 per spectator per session

Competition Refund Policy

Swim England North West policy relating to entry refunds is as follows..

All criteria outlined below must be submitted within 5 days of the completion of the event.

Following this 5-day period, and subject to all criteria outlined below being adhered to refunds will be processed within 28 days.

Rejection from Events

If entries have been rejected by the Competition Manager where conditions were adhered to but rejection is based on time constraints, then refunds will be automatically processed for each rejected event following the completion of the competition.

Rejection due to non-compliance of conditions

Any entries rejected due to non-compliance of competition conditions will not be refunded. By entering any Swim England North West Event or Competition, individuals are committed to adhering to all conditions and policies outline by Swim England North West.

Withdrawal due to exceptional circumstances (e.g. Medical or Injury)

Individuals who have withdrawn from events due to either a medical reason or injury – refund will be considered by application and submission of appropriate evidence (e.g. note from doctor or note from physio). Supporting evidence must be sent to events@swimnorthwest.org

Withdrawing from the event must be completed prior to the event/session in which the individual is due to compete. Any failure to withdraw or notification of withdrawal received later than the event withdrawal cut off time will result in no refund being processed.

Following the completion of the event, please submit details within 5 days to events@swimnorthwest.org

In line with the Swim England North West Data Protection policy, once the refund has been processed, documents relating to an individual's medical information will be destroyed.

Withdrawal

For all withdrawals which would not be considered under the heading above, refunds will not be processed.

Exceptions to the above may be considered by the Event Management Group but these will be dealt with on a case by case basis.