

SENW Regional Winter Championships

2ND/3RD NOVEMBER 2024

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 designed based off recorded times achieved and entry numbers in the 2023 Winter Championships and can be found [HERE](#).

Para consideration times supplied directly from Swim England and can be found [HERE](#).

Timeline – Key Events

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

Entries to Open	Monday 9th September 2024
Entries to Close	Tuesday 22 nd October 2024 (11:59pm)
Accepted/Rejected Entries Published	Friday 25 th October 2024
Warm Up Information	Wednesday 30 th October 2024
Withdrawal Refund Form to be Completed Refund requests after this date will not be processed.	Friday 9 th November 2024
Refunds to be Processed	Monday 25 th November 2024

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 9th September 2024.**
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 £9.00 per event.

Entry Confirmation

A list of processed entries will be available on the **25th October 2024** via [Regional Website](#)

The Championship Manager has the authority to adjust the number of entries accepted to ensure the efficient running of the Championships.

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
- Level2 Coaching Qualification (Minimum Level 1 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 of their Coaches Pass.

Cost of the Coaches Pass: £5.00 for the weekend.

Accreditation - Please click here.

Information

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 30th October 2024**.
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.

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 Health Suite. Coaches and Team Managers are not permitted in this room when it is in use as a Call Room.

Streaming and photography

There will be **NO Live Streaming and photography** will be taking place at this event.

Spectator Information

Spectator Tickets will need to be purchased prior to the sessions.

Cost of tickets:

CARD ONLY at the Spectator Entrance

- £6 per spectator for 1 session
- £10.00 per spectator for both sessions

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 Championship 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.

Withdrawals

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.