



Maxwell June Meet

Saturday 22nd and Sunday 23rd June 2019

This Event is designated by the SWIM ENGLAND for entry into Regional
and County Championships

Affiliated to Swim England South East Region

Licence Number – 3SE191763

Meet Info Pack

June 2019 L3 Meet

MEET INFORMATION

Venue: This competition will be held at Aqua Vale, Aylesbury, Bucks HP20 1DX

Car Parking: There is limited car parking at Aqua Vale. There is plenty of local car parking situated throughout Aylesbury town centre.

Pool: An 8 lane, 25m, constant depth, deck level pool with anti-turbulence lane ropes.

Timing: Quantum V1.8.3.1 Electronic Timing and Display

Entry fee: The entry fee is £7 per event. This is a cardless meet. Entries should be made via HyTek or Team Unify – (Hytek file available from promoter@maxwellswimclub.org.) Where entries are submitted manually (entries not submitted within a HyTek compatible file) a surcharge of £5 will apply.

Payment to be made by Electronic Payment: Sort code 08-92-99 Account number 65812806 (Ref JUN MEET)

Cheques: payable to Maxwell Swim Club Ltd(only one cheque per club please)

Poolside Pass: Poolside passes are available to coaches or designated club officials supporting competing swimmers. A one day or two day pass will be available. Sufficient Adult Poolside Accreditation (DBS checked) must be available to maintain adequate supervision of their athletes. As a guide, a ratio of 1:10 Adult to Swimmers (inc coach/team manager) should be considered as the minimum requirement.

Entry Dates: Open for entries 20th May 2019 for Maxwell, Aylesbury, Bicester, Bourne End, Witney and Wantage open entry from 27th May 2019, close of entries 7th June 2019 – No late entries will be accepted after this date, without exception.

Entries will be on a first come first served basis after 27th May 2019.

Entries should be sent to the promoter either by email to promoter@maxwellswimclub.org or posted to Amanda Readhead, 1 Rose Terrace, Waddesdon, Aylesbury, Bucks HP18 0LD

Spectators:	Ticket options are:	All day	Adults £10 (inc programme)	Child £5
		Single session	Adults £5	Child £3
		Weekend	Adults £20 (inc programme)	Child £5

Refreshments: We are mindful of the amount of plastic waste that we produce from the distribution of single use water bottles consequently we are asking if coaches, officials and team managers could bring their own re-useable water bottles which we will be happy to refill with water/squash throughout the meet.

Health & Safety: All participants and spectators must observe the health and safety precautions in operation at Aqua Vale and must be aware that the changing rooms are a public area and will be open to the public throughout the meet.

The use of photography or video capture is not permitted by visitors, spectators or competitors. It is essential that all stairs, walkways and thoroughfares are kept clear of

persons or bags; this includes the poolside. Swimmers are requested to bring only small bags onto poolside and to make use of the lockers provided for all large bags (£1, returnable)

There will not be any planned fire alarms so should the fire alarm sound spectators and coaches should evacuate the building immediately under the direction of centre staff.

If a competitor has any known condition that may affect the swimmer during the meet then the meet promoter and the referee should be notified in writing before the meet.

Photography: Please adhere to the wave power and Swim England guidance with respect to photography and filming, an announcement will be made each session outlining this guidance.

Property of swimmers & spectators: Neither Maxwell Swim Club nor Aqua Vale Leisure Centre can be held responsible for loss or damage to spectators' or competitors' property. Competitors are advised to use the lockers in the changing room (£1 refundable). The changing rooms are a public area. Large swim bags will not be permitted on the poolside.

PROMOTERS CONDITIONS

Session Details: This is a cardless competition and an active withdrawal system will be in operation. There will be no secondary entry system in use at this meet. The head coach/team manager is expected to submit withdrawal forms for swimmers who are not intending to swim **NO LATER THAN 15MINS AFTER THE START OF WARM UP** for that particular session. The inclusion of an incorrectly withdrawn entry will be at the sole discretion of the promoter, subject to spare lanes being available in the first 2 heats. A fine of £10 will be levied against each CLUB who fails to withdraw a swimmer that does not present themselves at the start of the event, save for medical grounds or proven emergency. All fines are levied on CLUBS and may be deducted from refunds or invoiced separately, payment of which is required within 30 days.

Competition Age: The age is on last day of the meet, 23rd June 2019 for the following age groups: Male and Female; 9, 10, 11, 12, 13, 14, 15 and 16+

Entries: Entrants must have joined the club under whose name they are entering at least "30" days prior to the first day of competition;

- a. All entry forms must be signed by an authorised nominated Club Official who, by their signature, confirms that:
- b. All entrants are registered swimmers, with their Swim England numbers as recorded on the entry form and are eligible to compete;
- c. Qualification times must be personal best times and fall within the attached table in the respective Age Groups for consideration for entry.
- d. The swimmers have all read and understand the Promoter's Conditions and accept them;
- e. All entrants are Club members, with no restrictions imposed, and the swimmers wish to swim in the name of that Club;
- f. Where an entrant has dual registration they may only represent one Club. This shall be the Club named on the entry form;
- g. The dates of birth declared and entry times have been checked and are correct;
- h. All entrants' details i.e. Name, Date of Birth and Club are the same as is recorded on their Swim England Registration - this is necessary to facilitate the compilation of National

Rankings;

- i. The Club Official must give a telephone contact and preferably an email address so that Maxwell Swim Club may make enquires about entries if deemed necessary.

Entries from clubs sending more than 3 swimmers in total will need to submit entries electronically using Hytek or Team Unify – file available from promoter@maxwellswimclub.org

All manual entries (i.e. those not submitted within a Hytek compatible data file) will attract a £5 manual entry fee surcharge. Any paper entries must be on the official entry form and must include the entrants name, Swim England registration number, Club, DOB and submitted times together with correct entry fees.

Payment will only be accepted by electronic transfer (sort code 08-92-99 account number 65812806 ref **Jun Meet**) or by single cheque (payable to Maxwell SC Ltd).

Entries will be accepted on a first come, first served basis. NT entries will be accepted and times should be slower than the NFT times.

Once the accepted entries have been published entry fees will not be refunded except when due to injury or illness which is supported by a doctors certificate. Please could clubs provide bank details for ease of transferring any refunds.

Accepted entries will be published on the Maxwell website www.maxwellswimclub.org and it is the responsibility of the club representative to check the entries for any errors and to notify the promoter of any errors. Failure to do so may result in the swimmer being excluded from events.

Late Entries: Applications for entry must be correctly submitted by the specified date. No entries will be accepted after the closing date or during the meet unless due to promoters error or omission. Entries received without payment or incorrectly completed may be rejected. However, if the meet is undersubscribed late entries may be accepted at the discretion of the Meet Promoter.

Officials: All clubs submitting entries are requested to assist in the running of the meet by supplying details of any licensed officials who are willing to assist at this gala. Please forward the name of your officials coordinator to Janet Hunter at maxwellofficials@gmail.com

Warm-up: Warm up procedures will be indicated in the coaches packs and listed at either end of the pool. Warm-up marshals and coaches will control the warm-up sessions and their instructions must be adhered to at all times. All swimmers must follow the announced procedure. Diving is only permitted in designated sprint lanes. THERE ARE NO SWIM DOWN FACILITIES AT THIS EVENT.

Competing: It is the responsibility of the Team Manager and Coaches to ensure that their competitors report to the marshalling stewards in time for the start of their race. Competitors must report to the stewards when called. Any competitor not reporting to marshalling will be excluded from that event. All swimmers must be under the direct supervision of the club coaches or designated club official (who must be in possession of a poolside pass) during warm-up and whilst competing or in the vicinity of the pool or pool building. In the absence of a designated official then responsibility falls to the parent/carer. Coaches/team managers are requested to ensure that swimmers are respectful of noise levels, particularly when events are starting and

that behaviour is appropriate at all times. Swimmers may be removed from events/the meet if their behaviour is unacceptable.

Withdrawals: This is an active withdrawal competition. The head coach/team manager is expected to submit withdrawal forms for swimmers who are not intending to swim NO LATER THAN 15MINS AFTER THE START OF WARM UP for that particular session. The inclusion of an incorrectly withdrawn entry will be at the sole discretion of the promoter, subject to spare lanes being available in the first 2 heats. A fine of £10 will be levied against each CLUB who fails to withdraw a swimmer that does not present themselves at the start of the event, save for medical grounds or proven emergency. All fines are levied on CLUBS and may be deducted from refunds or invoiced separately, payment of which is required within 30 days.

Starts: All starts will be over the top, except for backstroke, at the referees discretion. Heats will be swum fully integrated and in spearhead formation time order.

Multi-classification swimmers: We are happy to accept entries from all swimmers, but would ask that swimmers/coaches inform the promoter of any disabilities/additional needs on submission of entry so that necessary arrangements can be made to make the experience run smoothly for all. This includes information regarding classifications/exemptions. **There will be a secondary strobe in operation at this meet.**

Junior and senior SKINS competition:

The eight fastest swimmers from the male and female heats of the 200m IM events in the 2 age groups, **13 years & under and 14 years+**, shall qualify for the SKINS finals. Swimmers will be seeded in spearhead order, seven heats will be swum at three minute intervals, the slowest swimmer from each heat shall be eliminated, the fastest swimmer in the final heat shall be the winner. Swimmers will remain in the same lane for all qualifying heats of the event. Swimmers will be responsible to be at the start blocks for the time of their heat - **swimmers will not be reinstated if they miss their heat.** Slowest swimmers who dead heat will remain in the event for the next heat - two will then be eliminated from this heat. The two fastest swimmers will swim in lanes four and five in the final heat, the fastest from the last qualifier swimming in lane four. In the event of a dead heat in this heat, the swimmers shall swim again. The stroke to be swum for each heat will be decided by draw. Two balls of each stroke will be used to decide the draw. The referee will make the first draw - this ball will then be removed so will not be available for selection in subsequent draws. For subsequent rounds, the eliminated swimmer will make the draw, and again the drawn ball will be removed. Every swimmer competing will receive a prize as set out below:-

- i. **The loser of heat 1 - £3**
- ii. **The loser of heat 2 - £5**
- iii. **The loser of heat 3 - £8**
- iv. **The loser of heat 4 - £10**
- v. **The loser of heat 5 - £13**
- vi. **The loser of heat 6 - £16**
- vii. **The loser of heat 7 - £20**
- viii. **The winner of heat 7 - £30**

Awards: All events/age groups will be swum as heat declared winners and awards will be given to the first 3 places in each age group. Speeding medals will be awarded to swimmers exceeding the not faster than times. Awards may be collected from the designated collection point when results are posted. PDF results will be available to all clubs.

Top Visiting Club – A trophy for 'Top Visiting Club' will be awarded to the Club who, at the end of the Meet, have the highest aggregate of points. Points will be awarded as follows to the top 8 in each age group, in each event:- 1st place = 8 points, 2nd place = 7 points, 3rd place = 6 points, 4th place = 5 points, 5th place = 4 points, 6th place = 3 points, 7th place = 2 points, 8th place = 1 point. The SKINS event will not be included in this scoring.

Top Boy & Top Girl Awards - Awards will also be given to the girl and boy who have accumulated the highest individual scores over the course of the Meet. In the event of a tie, a count back process will be used to determine the winner taking into account the number of 1st places, 2nd places etc as necessary. The SKINS event will not be included in this scoring.

Admissions: The venue reserves the right to refuse admission to any competitor or spectator. The promoter reserves the right to reject any entry but will provide a reason.

Health & Safety: All swimmers should have **footwear** on when not in the changing rooms or on poolside (this includes when going to marshalling). For health and safety reasons at the end of each event swimmers should remain in their lanes in the pool until released by the referee. The leisure pool is out of bounds to competitors at all times.

GDPR: By submitting entries, consent is thereby given, to the holding of personal information on a computer. Maxwell swim club will hold this data for up to 18months in electronic form after which it will be deleted. Personal Data, including submitted and recorded times and age, may be made public during the Meet. Data will be shared with Swim England for the purpose of uploading times to rankings.

Miscellaneous: Anything not covered in the above conditions and associated literature will be at the discretion of the promoter/referee, subject to Swim England Laws and Technical Rules of Swimming.

The following Warm Up and Session times are provisional

Saturday 22nd June 2019				Sunday 23rd June 2019			
SESSION 1				SESSION 4			
Warm-Up		7.45am-8.10am		Warm-Up		7.45am-8.10am	
Main Competition		8.20am-9.50am		Main Competition		8.20am-9.50am	
1	Male	400m	I.M.	16	Female	400m	I.M.
2	Female	400m	Freestyle	17	Male	400m	Freestyle
3	Male	50m	Freestyle	18	Female	50m	Freestyle
SESSION 2				SESSION 5			
Warm-Up		10.05am-11.05am		Warm-Up		10.05am-11.05am	
Main Competition		11.15am-2.15pm		Main Competition		11.15am-2.15pm	
4	Female	200m	IM	19	Male	200m	IM
5	Male	200m	Backstroke	20	Female	200m	Backstroke
6	Female	100m	Breaststroke	21	Male	100m	Breaststroke
7	Male	50m	Breaststroke	22	Female	50m	Breaststroke
8	Female	200m	Butterfly	23	Male	200m	Butterfly
9	Male	100m	Freestyle	24	Female	100m	Freestyle
15min break				15min break			
FEMALE SKINS				MALE SKINS			
SESSION 3				SESSION 6			
Warm-Up		2.55pm-3.55pm		Warm-Up		2.55pm-3.55pm	
Main Competition		4pm-7pm		Main Competition		4pm-7pm	
10	Female	100m	Backstroke	25	Male	100m	Backstroke
11	Male	100m	Butterfly	26	Female	100m	Butterfly
12	Female	50m	Butterfly	27	Male	50m	Butterfly
13	Male	50m	Backstroke	28	Female	50m	Backstroke
14	Female	200m	Breaststroke	29	Male	200m	Breaststroke
15	Male	200m	Freestyle	30	Female	200m	Freestyle

Maxwell June 2019 LV3 Meet

Maxwell June 2019 Level 3 Meet - 22nd & 23rd June 2019

Individual Entry Form - MALE

Surname:									
First Name:									
Date of Birth:									
ASA Reg. No:									
event	dist	stroke							
1	400m	I.M.							
3	50m	Freestyle							
5	200m	Backstroke							
7	50m	Breaststroke							
9	100m	Freestyle							
11	100m	Butterfly							
13	50m	Backstroke							
15	200m	Freestyle							
17	400m	Freestyle							
19	200m	I.M.							
21	100m	Breaststroke							
23	200m	Butterfly							
25	100m	Backstroke							
27	50m	Butterfly							
29	200m	Breaststroke							

I certify that all the above competitors are ASA registered members of the club and that all above times are correct.

Signed: _____ Name: _____ Club: _____
 Phone: _____ E-Mail: _____

RETURN FORM TO THE PROMOTER: Amanda Readhead, 1 Rose Terrace, Waddesdon, HP180LD
 CLOSING DATE: Midnight 7th June 2019

Queries to: promoter@maxwellswimclub.org

Maxwell June 2019 LV3 Meet

Maxwell June 2019 Level 3 Meet - 22nd & 23rd June 2019

Individual Entry Form - FEMALE

Surname:									
First Name:									
Date of Birth:									
ASA Reg. No:									
event	dist	stroke							
2	400m	Freestyle							
4	200m	I.M.							
6	100m	Breaststroke							
8	200m	Butterfly							
10	100m	Backstroke							
12	50m	Butterfly							
14	200m	Breaststroke							
16	400m	I.M.							
18	50m	Freestyle							
20	200m	Backstroke							
22	50m	Breaststroke							
24	100m	Freestyle							
26	100m	Butterfly							
28	50m	Backstroke							
30	200m	Freestyle							

I certify that all the above competitors are ASA registered members of the club and that all above times are correct.

Signed: _____ Name: _____ Club: _____
 Phone: _____ E-Mail: _____

RETURN FORM TO THE PROMOTER: Amanda Readhead, 1 Rose Terrace, Waddesdon, HP180LD
CLOSING DATE: Midnight 7th June 2019
Queries to: promoter@maxwellswimclub.org

Maxwell June 2019 Level 3 Meet – 22nd & 23rd June 2019



Summary of Entries

Club	
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Swimmers:-			
Female Entries	No.	@ £7 per event	£
Males Entries	No.	@ £7 per event	£

Coaches & Team Managers:-			
Weekend Poolside Pass	No.	@ £25.00 per pass	£
Saturday Poolside Pass	No.	@ £15.00 per pass	£
Sunday Poolside Pass	No.	@ £15.00 per pass	£

Manual Entry Surcharge (applicable if entry is not submitted in a Hytek file)	@ £5	£
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	Totals	£
Payment by cheque (insert cheque number)		
Payment by Bank Transfer (insert transfer date)		
Name of person submitting the entry (insert name)		
I hereby certify that I have read & understood the Promoters Conditions (please sign)		
Email:-	Telephone:-	

Send postal entries to:- Amanda Readhead, 1 Rose Terrace, Waddesdon, HP18 0LD

Email electronic entries to:- promoter@maxwellswimclub.org

CLOSING DATE:- Midnight 7th June 2019