



DORSET COUNTY ASA

INTEGRATED SWIMMING CHAMPIONSHIPS and AGE GROUP COMPETITION

COMPETITION RULES

- 1 The Dorset County ASA General Competition Conditions will apply as published on the Dorset County ASA website unless inconsistent with the conditions which follow. All competitors, or in the case of a minor the parent/guardian of that minor, will be deemed to have accepted the approved and published conditions by submitting an entry to participate in a Dorset County ASA competition.
- 2 Swimmers entering the [year] Integrated Championships and Age Group Competition (hereinafter referred to as the "Competition") must be eligible to compete:
 - (a) by holding the necessary birth, residential, or affiliated club membership qualification, AND
 - (b) must be a registered member of the club in the name of which they are entered for at least one calendar month before the first day of the Competition.
- 3 Swimmers entered in the Championships of another County Association, or any event in the competition programme of another County Association, in the same year as this Competition are not eligible to compete in this Competition or any event covered by the Dorset General Competition Conditions, as published on the Dorset County ASA website.
- 4 The following conditions will apply to ALL competitors:
 - (a) Competitors must have a Swim England registration number and be registered through their club as Swim England Club Compete. No entry will be accepted without the current Swim England registration number of the competitor.
 - (b) The Competition will be run as an integrated competition. Para-Swim competitors must:
 - i have an authorised national or international Para-Swimming Classification, Certificate of Disability or Certificate of Exception which must be declared on the entry form; and
 - ii competitors with a Certificate of Disability/Exception MUST present the Certificate to the Referee at the start of the relevant session before racing commences. Failure to do so may result in disqualification.
 - (c) The 'Female' category is for birth sex females in accordance with Swim England's Transgender and Non-Binary Policy. By entering the 'Female' category a swimmer confirms that their birth sex is female.
 - (d) Submitted times for events entered in this Competition must be:
 - i Swim England or WPS Official Times achieved in an event held under Swim England Laws and Regulations and Technical Rules of Racing and verified on Swim England Rankings; and
 - ii have been achieved within the qualifying period specified for the Competition.
 - (e) It is the responsibility of the club to certify that all swimmers entering the Competition are eligible in accordance with Rule 2(a-b) and any exclusions that may be specified in the Entry Conditions for this Competition; submitted times must comply with Rule 4(d)i-ii.
 - (f) Entries received will be subject to satisfying the qualifying and/or consideration standard(s) as specified by the Entry Conditions for this Competition. Entry times outside of the qualifying and/or consideration standards will not be accepted.
 - (g) Para-Swim Consideration Standards for County Events will apply for swimmers with Para-Swimming Classification or a Certificate of Disability/Exception. Entry times outside of the Para-Swim Consideration Standards for Para-Swim events will not be accepted.
 - (h) Submitted entries must be made using Short Course times, or those converted from Long Course times using approved Swim England conversion tables.
 - (i) Entries will be seeded on submitted times with the slowest time swimming first. Para-Swim competitors will be seeded in the appropriate time-ranked heat.
 - (j) The Competitions Manager reserves the right to request acceptable validation of any stated Official Time before an entry is accepted.
 - (k) All entries must comply with Rule 4(a-h). Any entries not complying with Rule 4(a-h), or are found to be incorrect or ineligible, shall be void and the entry fee forfeited.
- 5 The following conditions will apply to ALL entries:
 - (a) Entries must be received by the Competitions Manager by the official closing date as a whole Club Entry via Sportsystems Entry Manager. Payment by BACS or a single cheque payable to Dorset County ASA must accompany each Club Entry.

- (b) Where payment is made by BACS, proof of payment must be provided with submitted entries. Where payment is made by cheque, proof of posting should be retained. Payment by cheque after the official closing date will not be accepted without evidence of posting having been made in sufficient time to ensure arrival by the official closing date.
 - (c) Entries submitted by the official closing date without payment of entry fees will be considered null and void and will not be processed.
 - (d) No entries will be accepted after the official closing date regardless of reason or without payment of entry fees having been submitted in full by the official closing date.
 - (e) Improved entry times will not be accepted after the official closing date regardless of date of achievement and requests for time trials will not be accepted at any time.
 - (f) Entries will only be accepted from eligible individuals in exceptional circumstances and by application to the Competitions Manager prior to the closing date of the Competition.
- 6** Clubs will receive official confirmation of accepted entries prior to the Competition and any rejected entries will be listed. Swimmers who are not listed on the official confirmation of accepted entries will not be permitted to compete.
- 7** The Competitions Manager should be notified of any discrepancies by the date specified. Notification of discrepancies by the date specified does not guarantee that a discrepancy can or will be revised.
- 8** Refunds due to a club will be made to the club by BACS or a single cheque after completion of the Competition.
- 9** No refunds will be made for withdrawals of individual entries after the official closing date unless on medical grounds. A refund for withdrawal on medical grounds will be considered provided:
- (a) A request for refund is made to the Competitions Manager no later than 72 hours prior to the start date and time of the applicable weekend of competition, and
 - (b) a medical note signed by an appropriate medical authority is submitted to the Competition Manager within four weeks of that date, noting
 - (c) refunds for partial withdrawal of events per day will not be accepted.
- 10** For the purposes of this Competition, the cut-off date for receipt by the Competitions Manager for a refund on medical grounds will be: *details as applicable to year of Competition*
- 11** Requests for medical refunds not received by the date specified, or without a medical note signed by an appropriate medical authority will be refused.
- 12** The Competition will run with pre-seeded heats according to Rule 4(i) of the Competition Rules. Empty lanes on the day due to withdrawals will remain vacant. A secondary strobe will be available throughout the Competition.
- 13** Failure to appear in the designated heat will cancel any right to compete in that event. Competitors who fail to appear in the designated heat of an event may be permitted to swim in empty lanes in that event at the discretion of the Referee on a first-come first-served basis.
- 14** All competitors will be placed except for any swimmer disqualified.
- 15** The electronic timing is provisional and may be overruled by the Referee. The Referee's decision is final, subject to Swim England Laws.
- 16** The Official Promoter of the Competition is the Dorset County ASA Swimming Committee, which has set the conditions of the Competition. A Promoter's Representative who will be in attendance on the day will be appointed in advance of the Competition. Any matters arising that are not covered within these Competition Rules and Entry Conditions will be dealt with in accordance with the Laws of the sport and at the discretion of the Promoter.
- 17** The Swimming Committee has delegated organisation of the event to a Competitions Manager. The Competitions Manager for this Competition is Mrs D Gibbs, 22 Stibbs Way, Bransgore, Christchurch, Dorset BH23 8HG.
- 18** The Lead Referee appointed for this Competition shall be the Dorset County ASA Officials Secretary.
- 19** The date, entry fees and events for the programme of the [year] Competition are as printed in the [year] Entry Conditions.
- 20** All participants, including but not restricted to the Competition organisers, competitors, coaches, officials, host volunteers and spectators, shall comply with the Dorset County ASA Code of Ethics and Code of Conduct. Dorset County ASA reserves the right to take disciplinary action against a club, competitor, or individual for infringement of these policies.
- 21** Only the Competition organisers, competitors, officials, host volunteers appointed by Dorset County ASA, and club team personnel or personal care attendants with an accredited poolside pass are permitted on poolside; spectators are not permitted on poolside at any time.
- 22** Poolside passes for club team personnel will be issued in accordance with the Swim England Team Manager, Coach and Chaperone Policy 2023. Club team personnel must apply for an accredited poolside pass through the online Swim England Accreditation process (Appendix 1 refers). Poolside passes must be worn and visible at all times.
- 23** In accordance with Swim England Rules, all club team personnel participating in any Dorset County ASA event

must fulfil the following criteria as required by their role when purchasing a poolside pass:

- DBS: in-date Disclosure & Barring Service certificate (all coaches, team managers and chaperones).
 - Safeguarding: in-date Safeguarding certificate recorded with the Swim England Membership Department (all coaches, team managers and chaperones).
 - Coaches: Coaching Qualification/Certificate Assistant Swimming Coach or Level 1 minimum.
 - Team Managers: Team Manager Training Module 1 or 2 Certificate.
 - Chaperones: Club authorisation to be acting in loco parentis on behalf of the club. [Note: The Competitions Manager must be advised no later than seven days prior to the start of the Competition]
- 24** Personal care attendants will only be permitted for competitors where assistance is authorised in their code of exceptions; all personal care attendants must have accreditation. A poolside pass will be issued to an accredited personal care attendant on application to the Competitions Manager no later than seven days prior to the start of the Competition. Such attendants will be excluded from any restriction on club team personnel numbers and will be given the same accreditation as the swimmer for whom they have personal responsibility. A competitor who has assistance as specified may have both a coach and a personal care attendant present. The personal care attendant accreditation will be free of charge.
- 25** Competitors and club team personnel will not enter the hired area until the Competitions Manager gives permission. All participants must observe safety announcements and conduct themselves in accordance with those announcements at all times. Spectators are not permitted to block exit routes or sit in gangways.
- 26** Wheelchair access required by a competitor or coach **MUST**, if it is a requirement of the host venue, be approved in advance with the venue management by the individual. A Personal Evacuation Plan agreed with the venue management must be submitted to the Referee prior to the start of the Competition.
- 27** It is the responsibility of each Club Committee to ensure that its club team personnel are responsible for their competitors on poolside, including but not restricted to behaviour, dress and conduct towards other competitors, officials, and Competition organisers at all times.
- 28** Competitors are not permitted to change on poolside and are required to wear clothing appropriate for land training when warming-up on poolside. Competitors must not undertake land training on poolside in swimwear only.
- 29** A designated area on poolside will be allocated to each club based on entry numbers in accordance with the current Risk Assessment for the Competition. The area designated to each club on poolside is not negotiable.
- 30** The use of a warm-down facility is available to competitors **ONLY** if supervised by one of their club officials with an accredited poolside pass. The facility will be withdrawn by the Referee if the use is unsupervised or if deemed to be a risk to health and safety. A warm-down facility may not be used for warm-up or training purposes.
- 31** Presentations will be in accordance with the published timetable and as follows:
- (a) Presentations will only be made to recipients wearing suitable poolside club clothing that complies with the current Swim England Child Safeguarding Policy.
 - (b) Awards will only be presented to recipients who have won those awards.
 - (c) The Promoter reserves the right not to present awards if the recipient does not comply with Rules 31(a-b), or who does not make themselves available in a timely manner for presentation. The Promoter's decision is final.
 - (d) Competitors who do not make themselves available at the required time for presentation will not be presented with their award at a later date and/or time.
- 32** The Referee on the day of competition is responsible for all aspects of health, safety and fair play in the area hired by Dorset County ASA and can halt the Competition at any time if there are perceived risks to competitors, officials, spectators, or Competition organisers.
- 33** Dorset County ASA reserves the right to refuse admission to any club official, coach, team manager, chaperone, competitor, or spectator. Behaviour by any individual deemed to be inappropriate, disrespectful, abusive, and/or aggressive will result in that individual being required to leave the area hired by Dorset County ASA and being excluded from all future Dorset County ASA events.
- 34** Promotional activities or fundraising at Dorset County ASA events by affiliated clubs, members of affiliated clubs or external organisations associated with affiliated clubs or members of affiliated clubs are strictly forbidden under any circumstances.
- 35** Swim England Guidance on Photography as published in *Wavepower: Swim England Child Safeguarding Policy and Procedures* (<http://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/>) applies to this Competition and will be implemented as follows:
- (a) Spectators may engage in video and photographic activities of family members from the spectator area only. Flash photography at the start of a race is prohibited.
 - (b) Videoring or photography on poolside by individuals, including but not restricted to coaches, team managers, chaperones and host volunteers, for any purpose is prohibited during the Competition at any time in accordance with the contractual agreement(s) with the venue(s).

- 36 Dorset County ASA reserves the right to take and publish still or video photography during the Competition. Any request not to be photographed MUST be documented on a Photography Consent Form submitted to the Competitions Manager by the Club Entry Officer at least two weeks before the first date of Competition.
- 37 All clubs participating in a Dorset County ASA event are required to assist in hosting that event on the day. Host Clubs may be appointed, or clubs requested to fulfil specific roles, by the Competition Volunteers Co-ordinator.
- 38 The Promoter will endeavour to run this Competition as advertised; excepting if the Competition:
 - (a) must be cancelled, competitors are not eligible for a full refund of entry fees. Proportionate refunds may be made but only after the Promoter has covered all incurred costs; or
 - (b) run either unlicensed or at a lower licence level, competitors are not eligible for a refund of entry fees.

Data Protection statement: Entries will be held on a password protected computer solely for the purpose of this Competition and consent to the holding of personal information, as required by the Data Protection Act 2018 and in accordance with GDPR 2018, will be deemed to have been given by the submission of the entry for the purpose of participating in this Competition. Personal Data will be available for inspection during the Competition on application to the Competition Manager. Data will only be shared with Swim England Rankings and held by Dorset County ASA for a maximum of 12 months.

Appendix 1: Coach, Team Manager & Chaperone Accreditation Process

All club team personnel require an accredited pass to be allowed on poolside at a Dorset County ASA competition (see *General Competition Rules 21-22 inc*). Coaches, team managers and chaperones must apply for an accredited pass via the Swim England System for Accreditation, which is the same as used for national events. Only club team personnel with the appropriate accreditation will be able to acquire a pass (see *General Competition Rule 23*). There is a fee of £5 for an accredited pass.

Club team personnel without a pass will not be admitted to the event.

To apply for a pass:

1. Log into www.swimmingresults.org
2. On the 'Members' tab click on 'Swim England Member Options'. This will bring up a log-in screen for which you will need your membership number and password (details on how to make an account or reset your password if forgotten are available on this page). Once logged in, there will be several options listed.
3. Click on the link for 'Purchase accreditation for events here'. Passes are valid for three months only (ie 1 Jan – 31 March, 1 Apr – 30 June, 1 July – 30 Sept, 1 Oct – 31 Dec). Please note you must have a headshot photo uploaded, and all your qualifications, Safeguarding and DBS information must be in-date on your Club OMS system to be able to purchase accreditation.
4. Scroll through the list of events and click on the link for the Dorset County Championships 2025.
5. All fields for this event need to show as green ("pass") for you to be able to purchase accreditation. If any box is flagged red ("fail") you will be unable to purchase accreditation. Check with your club that all your information on OMS is up to date.
6. On the same page click on 'purchase accreditation' and follow the prompts.
7. After payment there will be the option to print your accreditation. Print your accreditation and bring to the event where you will be given a pouch and lanyard. The pass must be worn throughout the event.