



ENTRY PACK

BRITISH MASTERS CHAMPIONSHIPS 2020

24-26 APRIL

PONDS FORGE, SHEFFIELD



Funding Partner



Official Partner



Endorsed Product



CONTENTS

| | |
|---|---|
| CONTACTS..... | 2 |
| Swim England | 3 |
| Follow us for live updates | 3 |
| Venue | 3 |
| KEY DATES | 3 |
| SWIM ENGLAND PRIVACY POLICY AND PHOTOGRAPHY CONSENT | 4 |
| TRAVEL INSURANCE..... | 4 |
| HOW TO ENTER..... | 5 |
| Qualifying times | 5 |
| Entry Fees | 5 |
| 1500m | 5 |
| Entering individual events | 5 |
| Entering relay events | 5 |
| Entry confirmations | 6 |
| Medical declaration | 6 |
| COMPETITOR INFORMATION | 7 |
| Schedule of events | 7 |
| Withdrawals | 7 |
| Re-entry | 7 |
| Warm up and swim down | 7 |
| Warm up marshals | 7 |
| Swimwear | 7 |
| City | 8 |
| Parking | 8 |
| Accommodation | 8 |
| Accessibility..... | 8 |

CONTACTS



Funding Partner

Official Partner

Endorsed Product

Swim England**Sophie Byrne – Events Officer**Swim England Events
Pavilion 3
3 Oakwood Drive
Loughborough
LE11 3QF

Tel: 01509 640 241

Email: sophie.byrne@swimming.org**Venue****Ponds Forge**Sheaf Street
Sheffield
Yorkshire
S1 2BPPonds Forge [Website](#)

Tel: 0114 223 3400

Follow us for live updatesTwitter: [@Swim_England](#) and [@Sw_EngEvents](#)Facebook: [Event Page](#)**KEY DATES**

| | |
|------------------------------|--|
| Stage 1 Entries Open | 12 noon, Monday 24 February 2020 |
| Stage 1 Entries Close | 12 noon, Monday 16 March 2020 |
| Stage 2 Entries Open | 12 noon, Wednesday 18 March 2020 |
| Stage 2 Entries Close | 12 noon, Friday 3 April 2020 |
| Qualifying Period | Sunday 1 April 2018 – Friday 3 April 2020 |



Funding Partner

Official Partner

Endorsed Product

SWIM ENGLAND PRIVACY POLICY AND PHOTOGRAPHY CONSENT

All individuals attending Swim England events are asked to complete:

[PRIVACY POLICY AND PHOTOGRAPHY CONSENT FORM](#)

Please make sure this is filled in prior to the event.

To view further details about how Swim England manages your data, download [Swim England's Privacy Policy](#).

TRAVEL INSURANCE

Affiliated clubs and members thereof have the benefit of third party and personal accident insurance effected by Swim England. However, this does not include travel insurance for trips in the UK or abroad, in particular there is no cover for travel or accommodation costs for the cancellation of an event.

Some clubs and members may already have the benefit of their own group or personal travel insurance. For those that do not have travel insurance for this event and wish to get a Sport Travel Insurance quote please click [HERE](#) or contact Howdens directly on 0121 698 8052. Alternatively you can seek cover from another insurance provider.



Funding Partner

Official Partner

Endorsed Product

HOW TO ENTER

Qualifying times

Please refer to the event conditions at the end of the document for further information on qualifying times. Qualifying times can also be viewed on the [Masters Hub](#).

Entry Fees

| | |
|---|--------|
| Individual Event Registration Fee | £28.00 |
| Individual Entry Fee | £6.00 |
| Team Entry Fee (no registration fee required) | £15.00 |
| Individual Relay Fee* | £1.25 |

***Important information:** If you are only entering a relay, not individual event, you must submit your name and club using the online entry system.

1500m

The 1500m event will be incorporated into the **Swim Wales Masters Long Course Championships 2020** that will take place on Saturday 29 February in Swansea.

| | |
|------------------|-----------------------------------|
| GB Masters 1500m | EVENT INFORMATION |
|------------------|-----------------------------------|

Entering individual events

| | |
|--|---|
| All entries are to be submitted online | ENTER INDIVIDUAL EVENTS |
|--|---|

1. Enter your British Swimming registration number or family name, click on 'Enter' and follow the instructions.
2. If you are a member of more than one club you will be asked to select which club you wish to represent for this entry. **Please note changes to clubs will NOT be allowed under any circumstances, so be sure to select the correct club on entry.**

Entering relay events

1. **If you are only swimming relays;** you are required to enter your name on the individual entry page (see above) and the club you wish to represent, but do not wish to enter any events. You will be charged £1.25. This will need to be completed by **12 noon Friday 3 April**. Please note this can only be completed in **Stage 2** of the entry process.
2. **If you are the person responsible for entering your relay team;** you will be able to complete the relay entry form in stage 2 of the entry process through the [ONLINE ENTRY PAGE](#). This will need to be completed by **12 noon, Friday 3 April**.
3. Payment is by debit/credit card or PayPal, please follow the instructions.

Please note clubs must submit their age group during the entry period but are not required to declare their swimmers until the cut-off provided in the Competitor Information Pack when submitting the Team Declaration form. Teams may change their age group when submitting the Team Declaration form as long as this is clearly marked on the form as a change to the original entry.



Funding Partner

Official Partner

Endorsed Product

Entry confirmations

All successfully submitted entries will be published online and can be viewed as follows:

Successfully received entries can be viewed online

[ONLINE ENTRY VIEWER](#)

All entries must be made online and payment must be made in full, online to complete the entry process. Payment is by credit or debit card only, please follow the PayPal instructions. All entrants will receive two emails at the time of payment: one from PayPal confirming receipt of payment and one from the entry system confirming your entry.

Your entry is not complete until your payment has been processed and you have received a confirmation email from PayPal. Please contact Swim England Events if you have any issues (NationalEvents@swimming.org).

If after you have submitted your entry you find you have missed an event, you may go back and make additional entries. If you wish to withdraw from an event, please follow the withdrawal procedure, refer to page 7 of the entry pack. Please note refunds will not be made. All entries are bound by the Conditions of Entry.

After entries have closed a Competitors Information Pack with further details about the competition will be distributed to competitors.

Medical declaration

Please read the following information carefully:

1. I am aware of the need to seek appropriate medical advice if I have any concerns as to the state of my health. I have not been informed by any medical practitioner and I do not have any knowledge of any medical condition which would make it inadvisable for me to participate in the National Masters Championships (“the Championships”). Accordingly I declare that I am physically fit and well to participate in the Championships.
2. I am aware of and appreciate the inherent risks involved in such training and competition including the possibility of injury and accident. I undertake to always conduct myself in a responsible and professional manner.
3. I undertake at all times during the Championships to use my best endeavours to train and compete in a safe and proper manner and not to do anything which would expose myself or fellow swimmers to unnecessary risk of injury.
4. I further undertake at all times to take all reasonable safety measures for the protection of myself and fellow swimmers and to inform the Referee of any concerns I may have as regards to safety.
5. I acknowledge that Swim England, or anybody associated with the organisation of the Championships cannot be held responsible for any loss or damage to my personal belongings and that I must take all reasonable steps against any such loss or damage.
6. I hereby agree to abide by and be governed by the rules and regulations of Swim England and the Event Conditions.

Submission of an entry will confirm that you have read and understood the above provisions and agree to abide by them.



Funding Partner

Official Partner

Endorsed Product

COMPETITOR INFORMATION

Schedule of events

Please view the [Event Schedule](#) online.

Withdrawals

The withdrawal process relies upon swimmers co-operation and courtesy to fellow competitors. Swimmers who fail to arrive for their heat create empty lanes which, if they had been used by others, could reduce the length of the sessions. To ensure that the meet runs efficiently it is essential that those not intending to swim inform the resolution desk as soon as possible.

Withdrawals before Friday 24 April should be sent by email to bernie.buck22@gmail.com
Withdrawals after the start of the competition, should be reported to the resolution desk located in the timing suite.

Re-entry

Competitors entered in 400m Individual Medley, 400m and 800m Freestyle events are required to confirm their intention to swim in these events by re-entering before the deadlines published in the Competitor Information Pack.

Warm up and swim down

Warm up will take place in the competition pool prior to each session. Warm up and swim down facilities will be available in the Diving pit throughout the competition. Further information will be included in the Competitor Information Pack.

Warm up marshals

We need your help to make this event a success.

To comply with the Masters FINA Rules we need warm up marshals at the start of each session to create a safe and pleasant warm up. Please offer your time for one or more sessions to help supervise the warm up. Without sufficient marshals we will not be able to open the swimming pool for the warm up to commence.

As Swim England event polo will be provided to those who volunteer for the duration of the event.

For those new to this role a description of the duties is available from the lead event officer, Sophie Byrne.

If you can help out, please contact nationalevents@swimming.org.

Swimwear

Swimmers are reminded that to qualify for a British, European or World Masters record their swimwear must be compliant with the FINA requirements. GENERAL INFORMATION IS



Funding Partner

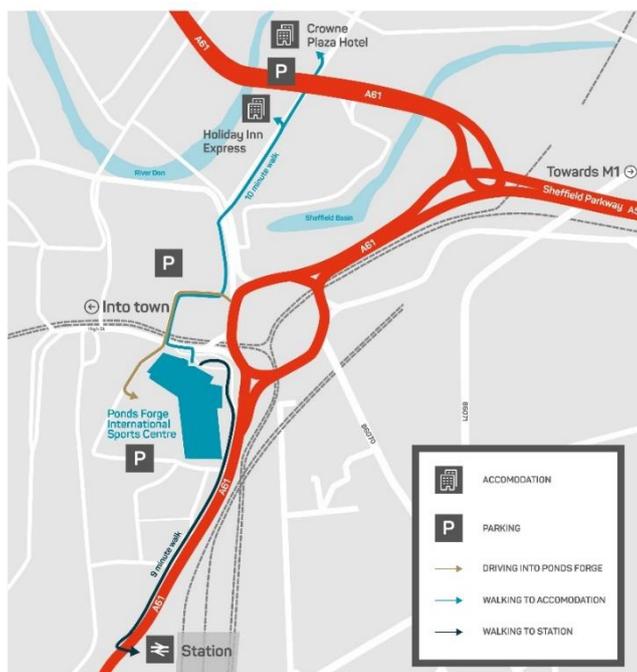
Official Partner

Endorsed Product

VENUE INFORMATION

City

Sheffield is a traditional city known for its steel work, located in the English county of South Yorkshire, with a beautiful backdrop of the Peak District National Park. Sheffield is looking forward to welcoming all British Masters competitors to the city in April 2020.



Parking

Recommended parking is just across the road from the venue at Castle Gate Q-Park, Broad Street, where discounted prices will be honoured for Ponds Forge Customers.

Please collect a discounted car parking ticket from Main Reception at Ponds Forge. Monday – Sunday £1 per hour up to a maximum of £6 (terms and conditions apply).

Alternatively, you may wish to use the Nunnery Square Park and Ride just off the Sheffield parkway A57.

Accommodation

For accommodation discount at the [Crowne Plaza](#) and [Holiday Inn Express](#) Sheffield [click here](#). This is subject to availability.

For those swimmers staying on the outskirts of Sheffield towards Meadow Hall there is a 15 minute train link direct to Sheffield Train Station that is a 5 minute walk from Ponds Forge.

Accessibility

- Accessible parking
- Accessible toilets and changing facilities
- Accessible seating



Funding Partner

Official Partner

Endorsed Product

EVENT CONDITIONS

1. General Conditions

- 1.1. The event Promoter is Swim England, who will appoint a Meet Director for the competition. Anything not covered by these Event Conditions will be decided by the Meet Director.
- 1.2. The Championships shall be held annually under FINA Swimming Rules and FINA Masters Rules unless otherwise provided in these Event Conditions, the British Swimming Disciplinary Code and any additional conditions (printed in the respective meet information). These Rules apply to all age groups. For conditions not covered by FINA Rules (for example, Health and Safety regulations and other guidelines) the host nation's rules and regulations shall apply.
- 1.3. For individual and team events, competitors must either be registered with Swim England as category 2 swimmers, Scottish Swimming, Swim Wales equivalent, or have competitive membership of clubs which belong to swimming federations affiliated to FINA. Temporary members are not eligible to enter these Championships.
- 1.4. The age of competitors shall be determined as at midnight on 31 December in the year of competition. All competitors must be 18 years or over on the first day of the Championships.
- 1.5. A competitor can only compete for one club in the competition and must be a registered member of that club on the day that they enter.

2. Individual Events

- 2.1. The individual events shall be (for both men and women):
50m, 100m, 200m, 400m and 800m Freestyle
50m, 100m and 200m Backstroke, Breaststroke, and Butterfly
200m and 400m Individual Medley.
- 2.2. All events are Heat Declared Winner within each individual age classification. In each event, with the exception of the 50m events, competitors will be seeded according to their entry time and will compete against those with similar times from the various age groups taking part in the event. 50m events competitors will be seeded in age groups as far as possible, this is at the discretion of event management. The organisers retain the rights to amend seeding based on entries.
- 2.3. The age groups for individual Masters events shall be for men and women:
18-24 years, 25-29 years, 30-34 years, 35-39 years, 40-44 years, 45-49 years, 50-54 years, 55-59 years, 60-64 years, 65-69 years, 70-74 years, 75-79 years, 80-84 years and in five year bands as high as necessary.



Funding Partner

Official Partner

Endorsed Product

3. Team Events

3.1. The team events shall be:

Men's and Women's 4 x 50 m Freestyle and Medley Team Relays
Men's and Women's 4 x 100 m Freestyle and Medley Team Relays
Men's and Women's 4 x 200 m Freestyle Team Relays
Mixed 4 x 50 m Freestyle and Medley Team Relays
Mixed 4 x 100 m Freestyle and Medley Team Relays
Mixed 4 x 200m Freestyle Team Relays.

3.2. All team events will be Heat Declared Winner within each age group classification.

3.3. The age groups for team events shall be:

72 years and above, 100-119 years, 120-159 years, 160-199 years, 200-239 years,
240-279 years, 280-319 years and in 40-year increments as high as necessary.

3.4. The 72 years and above category applies where any member of the team is under 25 years of age on 31 December in the year of competition. The combined ages at midnight on 31st December in the year of competition must be 72 years and above with all team members being aged 18 years or over on the first day of the Championships.

3.5. For the remaining age groups, the combined ages of the team members at midnight on 31 December in the year of competition must fall within the age band and all team members must be 25 years of age or older on the 31 December in the year of competition.

3.6. Individual swimmers can only swim in one team in each event.

3.7. Clubs must submit their age group during the entry period but are not required to declare their swimmers until the cut-off provided in the Competitor Information Pack when submitting the Team Declaration form. Teams may change their age group when submitting the Team Declaration form as long as this is clearly marked on the form as a change to the original entry.

3.8. All swimmers, including those who are only swimming in relay teams, must be entered on the meet database in the name of the club they wish to represent by the published closing date for entries to the competition.

3.9. The mixed teams shall consist of two competitors of each sex swimming in any order.



Funding Partner

Official Partner

Endorsed Product

4. Entries

- 4.1. All entries shall be received by the relevant closing date accompanied by the appropriate registration and entry fee.
- 4.2. The Promoter reserves the right to close entries before the published closing date should the event or session reach maximum capacity.
- 4.3. Individual entries will be processed in two stages:
 - 4.3.1. **Stage 1**
 - 4.3.1.1. Entries will be processed online with set qualifying times.
 - 4.3.1.2. These will be open for a short period.
 - 4.3.1.3. Entries will not be capped and all entries submitted will be considered.
 - 4.3.1.4. Stage 1 will close for a short period to allow entries to be seeded and confirmed.
 - 4.3.1.5. A confirmed list will be published, swimmers are asked to check their entries.
 - 4.3.2. **Stage 2**
 - 4.3.2.1. Stage 2 will be processed online with set entry standards, more relaxed than stage 1 qualifying times.
 - 4.3.2.2. Additional lanes and/or heats will be accommodated where possible to allow all available lanes to be swum.
 - 4.3.2.3. These spaces are capped (maximum capacity), and entries will be taken first come first served.
 - 4.3.2.4. Once full, no further entries will be accepted.
- 4.4. A competitor entering an event will need to have a time recorded in the British rankings, faster than or equal to the qualifying time set for that event (except for International and Para swimmers). The time must have been achieved on or after the 1st April, 2 years prior to the closing date of entries to the competition.
- 4.5. Competitors from other swimming federations affiliated to FINA must have swum the Stage 1 qualifying times for the events they enter and if requested provide evidence from national rankings, international rankings or official results sheets within the qualifying period. These competitors are required to enter during the Stage 1 entry period.
- 4.6. Published qualifying times (stage 1 and stage 2) can be achieved in a long course or a short course competition. Long course times will be taken as a priority. If a swimmer does not have a long course time an unconverted short course time will be used.



Funding Partner

Official Partner

Endorsed Product

4.7. Para Competitors with swimming classification which is held on the British Swimming or World Para Swimming Classification Database at the time of entry shall be exempt from qualifying times. These competitors are required to enter during the Stage 1 entry period. Relay entries will be accepted during the Stage 2 entry period.

4.8. Competitors and teams whose entries have been accepted are expected to swim unless they have formally withdrawn in accordance with withdrawal policy.

5. Withdrawals

5.1. Information about how to withdraw and the associated time deadlines will be published in the Competitor Information Pack. A refund of entry fees will be given where the withdrawal is due to a medical reason and a medical certificate or other proof is provided.

6. Re-entry

6.1. Competitors entered in 400m Individual Medley, 400m and 800m Freestyle events are required to confirm their intention to swim in these events by re-entering in accordance with the deadlines in the Competitor Information Pack.

7. Competitors with a Permanent Disability

7.1. A competitor who has a permanent disability shall not be disqualified where the disability prevents them from complying with the rules of a particular stroke, provided that the disability has been notified to the referee by the competitor or their representative before the race takes place, supported by a Certificate of Swimming Disability or similar document issued by their federation or a copy of their entry on the British Swimming database identifying their disability.

8. Awards

8.1. Medals shall be awarded to the first three placed individual competitors and teams in each age.

8.2. The Cupar Trophy shall be awarded to the club, British or overseas, whose swimmers gain the most points as set out below:

1st place individual 3 points, team 6 points

2nd place individual 2 points, team 4 points

3rd place individual 1 point, team 2 points

Plus, for all swims completed without disqualification, including 1st, 2nd, and 3rd places: individual 1 point, and team 2 points.

9. Safety

9.1. All competitors must ensure that they observe all safety announcements and conduct themselves with safety in mind at all times. Swimmers must follow the instructions of the warm up marshals, failure to do so may exclude them from the competition.



Funding Partner

Official Partner

Endorsed Product