

Entry Pack

Swim England National County Team Championships 2018

7 October | Ponds Forge, Sheffield

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THE SWIM ENGLAND NATIONAL COUNTY TEAM CHAMPS

This Entry Pack provides you with all the information you need to enter this event.

Please note that this year there will be an online entry system, you will find additional information within this document.

As part of the entry process, all teams are also required to submit an online Team Key Information Form.

Key information that will need to be provided by all teams:

- Team Information
- County Contacts
- Licensed Technical Officials

CONTACTS

Swim England

Sophie Byrne

Swim England Events Department
Pavilion 3
3 Oakwood Drive
Loughborough
LE11 3QF

Venue

Ponds Forge

Sheaf Street
Sheffield
Yorkshire
S1 2BP

Tel: 07583 016548

Email: Sophie.Byrne@swimming.org

Tel: 0114 2233400

KEY DATES

Item	Date
Web Entries Open	12 noon, Wednesday 5 September 2018
Web Entries Close	12 noon, Wednesday 19 September 2018
Deadline for Team Key Information Form	12 noon, Monday 24 September 2018
Late Entries Close	12 noon, Tuesday 2 October 2018
Final name changes only	Up until the end of the team managers meeting, Sunday 7 October 2018

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 all county swimmers and support staff, parents and others attending the event, are forwarded the consent form and asked to fill it in prior to the event. To view further details about how Swim England manages your data, download [Swim England's Privacy Policy](#).

HOW TO ENTER

Entry Deadline

Web Entries Close	12 noon, Wednesday 19 September 2018
Late Entries Close	12 noon, Tuesday 2 October 2018

All individual and relay members must be included in the online entry system. Relay selections may only be made from the submitted list.

Final alterations to the team, if any, must be sent to the National Entries Administrator by 12 noon, Tuesday 2 October. No further changes after this date will be permissible with the exception of name changes.

Final name changes will be permitted up to the end of the team managers meeting on Sunday 7 October 2018.

Submitting an Entry

All counties must submit their entries online.	SUBMIT ENTRIES HERE Entries page will open at 12 noon, 5 September 2018
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Entry Confirmation

All confirmed county team entries will be published online.

Counties should check their entries carefully and should contact National Entries Administrator with any errors:

National Entries Administrator: Barry Saunders
Email: national.entries@swimming.org

Team Key Information Form

Team Key Information Form Deadline:	12 noon, Monday 24 September 2018
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[SUBMIT TEAM KEY INFORMATION FORM HERE](#)

All counties are required to complete the Team Key Information Form which captures team requirements, key contacts and technical officials' details.

DIVISION LIST

Division 1	Division 2
1. Yorkshire	1. Sussex
2. Devon	2. Nottinghamshire
3. Lancashire	3. Hampshire
4. Scotland West	4. Cheshire
5. Northumberland & Durham	5. Derbyshire
6. Kent	6. Worcestershire
7. Middlesex	7. Hertfordshire
8. Leicestershire	8. Warwickshire
9. Surrey	9. Lincolnshire
10. Somerset	10. Staffordshire
11. Oxfordshire & North Buckinghamshire	11. Wiltshire
12. Essex	12. Gloucestershire
13. Scotland East	13. Cumbria
14. Dorset	14. Norfolk
15. Suffolk	15. Shropshire
16. Swim Wales East	16. Bedfordshire
17. Berkshire & South Buckingham	17. Cornwall
18. Northamptonshire	18. Scotland Midlands
19. Cambridgeshire	19. Scotland North
20. Swim Wales West	

TECHNICAL OFFICIAL REQUIREMENT

Each division has been put into reverse alphabetical order from Z to A for the selection of technical officials.

- **Division 1:** teams one to ten (inclusive) are required to bring two technical officials and teams eleven to twenty (inclusive) are required to bring one technical official.
- **Division 2:** teams one to eleven (inclusive) are required to bring two technical officials and teams twelve to nineteen are required to bring one technical official.

DIVISION 1		DIVISION 2	
Two Officials		Two Officials	
1	Yorkshire	1	Worcestershire
2	Swim Wales West	2	Wiltshire
3	Swim Wales East	3	Warwickshire
4	Surrey	4	Sussex
5	Suffolk	5	Staffordshire
6	Somerset	6	Shropshire
7	Scotland West	7	Nottinghamshire
8	Scotland East	8	Norfolk
9	Oxfordshire & North Buckinghamshire	9	Lincolnshire
10	Northamptonshire	10	Hertfordshire
		11	Hampshire
One official		One Official	
11	Northumberland & Durham	12	Gloucestershire
12	Middlesex	13	Derbyshire
13	Leicestershire	14	Cumbria
14	Lancashire	15	Cornwall
15	Kent	16	Cheshire
16	Essex	17	Bedfordshire
17	Dorset	18	Scotland North
18	Devon	19	Scotland Midland
19	Cambridgeshire		
20	Berkshire & South Buckingham		

WARM UP AND CHANGING ROOMS

Division 1

Division 1 'Scoreboard' End

Session 1

9.35am	Access to changing rooms
9.45am	Warm up starts
10.25am	Warm up closes

Go straight to the changing rooms to change for the competition.

LANE 0	Lancashire
LANE 1	Scotland West
LANE 2	Northumbria & Durham
LANE 3	Surrey
LANE 4	Somerset
LANE 5	Scotland East
LANE 6	Dorset
LANE 7	Berkshire & South Buckingham
LANE 8	Northamptonshire
LANE 9	Swim Wales West

Session 2

10.15am	Access to changing rooms
10.25am	Warm up starts
11.05am	Warm up closes

Go straight to the changing rooms to change for the competition.

LANE 0	Yorkshire
LANE 1	Devon
LANE 2	Kent
LANE 3	Middlesex
LANE 4	Leicestershire
LANE 5	Oxfordshire & North Buckingham
LANE 6	Essex
LANE 7	Suffolk
LANE 8	Swim Wales East
LANE 9	Cambridgeshire

Note: For the warm up, lane allocation has been selected at random. If a team requests to change lane they must have confirmation from the other team for the change to take place

Division 2**Division 2 'Diving Pit' End****Session 1**

9.45am	Access to changing rooms
9.55am	Warm up starts
10.35am	Warm up closes

Go straight to the changing rooms to change for the competition.

LANE 0	Sussex
LANE 1	Hampshire
LANE 2	Cheshire
LANE 3	Derbyshire
LANE 4	Warwickshire
LANE 5	Lincolnshire
LANE 6	Norfolk
LANE 7	Bedfordshire
LANE 8	Cornwall
LANE 9	Scotland Midlands

Session 2

10.25am	Access to changing rooms
10.35am	Warm up starts
11.15am	Warm up closes

Go straight to the changing rooms to change for the competition.

LANE 0	Nottinghamshire
LANE 1	Worcestershire
LANE 2	Hertfordshire
LANE 3	Staffordshire
LANE 4	Wiltshire
LANE 5	Gloucestershire
LANE 6	Cumbria
LANE 7	Shropshire
LANE 8	Scotland North

Note: For the warm up, lane allocation has been selected at random. If a team requests to change lane they must have confirmation from the other team for the change to take place.

SCHEDULE OF EVENTS

EVENT 1	101. GIRLS 16/17	100m FREESTYLE
EVENT 2	102. BOYS 16/17	100m FREESTYLE
EVENT 3	103. GIRLS 12/13	100m BREASTSTROKE
EVENT 4	104. BOYS 12/13	100m BREASTSTROKE
EVENT 5	105. GIRLS 14/15	100m BUTTERFLY
EVENT 6	106. BOYS 14/15	100m BUTTERFLY
EVENT 7	107. GIRLS 16/17	100m BACKSTROKE
EVENT 8	108. BOYS 16/17	100m BACKSTROKE
EVENT 9	109. GIRLS 12/13	100m FREESTYLE
EVENT 10	110. BOYS 12/13	100m FREESTYLE
EVENT 11	111. GIRLS 14/15	100m BREASTSTROKE
EVENT 12	112. BOYS 14/15	100m BREASTSTROKE
EVENT 13	113. GIRLS 16/17	100m BUTTERFLY
EVENT 14	114. BOYS 16/17	4 X 50m MEDLEY TEAM
EVENT 15	115. GIRLS 12/13	4 X 50m MEDLEY TEAM
EVENT 16	116. BOYS 14/15	4 X 50m MEDLEY TEAM
EVENT 17	117. BOYS 16/17	100m BUTTERFLY
EVENT 18	118. GIRLS 12/13	100m BACKSTROKE
EVENT 19	119. BOYS 12/13	100m BACKSTROKE
EVENT 20	120. GIRLS 14/15	100m FREESTYLE
EVENT 21	121. BOYS 14/15	100m FREESTYLE
EVENT 22	122. GIRLS 16/17	100m BREASTSTROKE
EVENT 23	123. BOYS 16/17	100m BREASTSTROKE
EVENT 24	124. GIRLS 12/13	100m BUTTERFLY
EVENT 25	125. BOYS 12/13	100m BUTTERFLY
EVENT 26	126. GIRLS 14/15	100m BACKSTROKE
EVENT 27	127. BOYS 14/15	100m BACKSTROKE
EVENT 28	128. GIRLS 16/17	4 X 50m MEDLEY TEAM
EVENT 29	129. BOYS 12/13	4 X 50m MEDLEY TEAM
EVENT 30	130. GIRLS 14/15	4 X 50m MEDLEY TEAM
EVENT 31	131. MIXED	6 X 50m MIXED FREESTYLE TEAM

Swim England National County Team Championships 2018

Event conditions

1. The Swimming Management Group (“the Group”) reserves full powers over the National County Team Championships (“the Competition”), including but not limited to cancelling, postponing or changing the Competition venue and/or format due to reasons beyond its reasonable control.
2. The Competition shall be held under the ASA Laws and Regulations and FINA Technical Rules of Swimming.
3. There will be one National competition comprising the 33 English counties (as structured at 1 May 2005) from the eight Regions of Swim England, the 4 administrative Districts of Scotland and 2 of Wales making a total of 39 teams. All 39 teams will be referred to as “county” in the following conditions.
4. All affiliated counties are eligible and entry shall be by invitation and acceptance of invitation.
5. The Competition will take place at the Ponds Forge International Sports Centre, Sheaf Street, Sheffield, on Sunday 7 October and will be based on times, which are submitted using an online entry system. The fastest time recorded in the British Rankings Database from 1 October 2017 will be used for each individual swimmer. The team events will be seeded using times from the previous year’s results. The Competition will be run in two divisions, using 2 x 25m 10-lane pools concurrently. Division 1 will swim in the ‘Scoreboard end’ pool, and will comprise the top 16 counties from last year’s Division 1 competition and top 4 from Division 2 competition. Division 2 will swim in the ‘Diving Pit end’ pool and will comprise the bottom 4 counties from last year’s Division 1 competition and 5th - 19th places from Division 2 competition.
6. For the following year’s event, the last four teams from Division 1 may be relegated to Division 2 and the top four teams from Division 2 may be promoted to Division 1.
7. Age Groups: Age as at 31 December 2018. Boys & Girls 12/13 years, Boys & Girls 14/15 years & Boys & Girls 16/17 years.
8. A member of a County team shall be a member of a club within that county.
 - a. Swimmers who are members of more than one club in different counties, are eligible to compete for the County in whose County Championship they competed in during 2018. Swimmers eligible to compete for either an English County team or a representative Scottish District or Welsh Area team shall be free to select for which team they will compete.
 - b. Any swimmer whose eligibility is not determined above, shall be eligible for selection for the County to which their club, of longest unbroken membership, is affiliated.
9. The order of events for this competition is as published in a separate document.
10. Initial Entries should be received by the National Entries Administrator no later than Wednesday 19 September 2018 - email address national.entries@swimming.org
 - a. All individual and relay members must be included in the online entry system. Relay selections may only be made from the submitted list.
 - b. Alterations to the team, if any, must be sent to the said Administrator no later than five days prior to the competition (by Tuesday 2 October.) No further changes after this date will be permissible with the exception of name changes. Final name changes will be permitted up to the end of the team managers meeting on Sunday 7 October 2018.
11. Events: 100m The events for both sexes shall be:
 - a. Individual: 100m Backstroke, Breaststroke, Butterfly and Freestyle for Boys and Girls in all age groups.
 - b. Team: 4 x 50m Medley Team for Boys and Girls in all age groups.

- c. 6 x 50m Mixed Freestyle Team - one male/one female from each age group swum in any order.
12. Over the top starts may be used.
 13. Each county is allowed a maximum of 30 swimmers in their team and is allowed one swimmer in each individual event and one team in the team events. There is no swimming out of age group. Swimmers are limited to two individual swims plus the relay events. All events in the two separate divisions will be decided on a Heat Declared Winner basis.
 14. Points for both team and individual events shall be 20 descending down to 1 point (whole points only) in order of finishing (both Divisions). In the event of a tie for the final placings, the order of the mixed Relay team shall decide the position. In the case of a tie in this event, the team having the most first places and so on in succession, shall be used to decide the final order. NB. No points shall be awarded for a disqualification.
 15. Counties are invited to bring one or two licensed technical officials.
 16. Any subsidies towards a team's travel and accommodation will be provided at the discretion of the team's respective National Association.
 17. The Swim England Swimming Management Group shall determine any dispute, question, or other matter, for which these conditions do not provide. On the day of the event the Meet Director shall act as promoter.