

Competitor Information Pack

Swim England Masters
National Championships 2019

25-27 October | Ponds Forge, Sheffield

Contents

EVENT CONTACTS	3
Swim England	3
Venue.....	3
TRAVEL INSURANCE	3
Otter 150 Cup	3
COMPETITION INFORMATION	4
Schedule	4
CONDITIONS	4
ENTRIES	4
CUT OFF TIMES: Re-Entry, Team Declarations and Withdrawal.....	5
Resolution Desk	5
Re-Entry	5
Relay Team Declaration	6
Withdrawals.....	6
POOL ALLOCATION	6
EVENT NOTICE BOARD	6
START SHEETS & RESULTS	6
FORMATION OF HEATS.....	6
WARM UP & SWIM DOWN	7
Warm Up Periods	7
Warm up Marshals	8
CHANGE OF CLUB	8
SWIMWEAR	8
STARTING BLOCKS	8
COMPETITORS WITH A DISABILITY	8
MEDAL PRESENTATIONS.....	8
RECORDS.....	8
PHYSIO	9
Personal Conduct	9
GENERAL INFORMATION	9
FIRST AID	10
Medical declaration.....	10
CAR PARKING	10
EVENT MERCHANDISE.....	10
PHOTO OPPORTUNITIES	11
LOST PROPERTY	11
DECK PLAN	11

EVENT CONTACTS

Swim England

Sophie Byrne

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 2BP

Ponds Forge [Website](#)

Tel: 0114 223 3400

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.

Otter 150 Cup

Swim England are pleased to announce Otter Swimming Club have kindly donated a Top Club Trophy to the Swim England National Masters Championships. The OTTER 150 CUP (1869-2019).

This cup is in celebration of their shared 150th Anniversaries for the top team at the Swim England National Masters Championships.

The Trophy shall be awarded to the club whose swimmers gain the most points as set out below:

Placing	Individual Points	Team Points (Relays)
1st	3	6
2nd	2	4
3rd	1	2

All swims completed without disqualification, including 1st, 2nd, and 3rd will receive 1 point for an individual swim and 2 points for a team swim.

Good Luck!

COMPETITION INFORMATION

Schedule

Friday 25 October	Saturday 26 October	Sunday 27 October
Session 1 – 9.00am	Session 4 – 9.00am	Session 7 – 9.00am
101 Mixed 1500m Freestyle	401 Men 4 x 100m Medley relay 402 Women 4 x 100m Medley relay 403 Men 100m Freestyle 404 Women 100m Freestyle 405 Men 50m Butterfly 406 Women 50m Butterfly 407 Men 200m Breaststroke 408 Women 200m Breaststroke 409 Men 4 x 200m Freestyle relay 410 Women 4 x 200m Freestyle relay	701 Mixed 4 x 200m Freestyle relay 702 Men 100m IM 703 Women 100m IM 704 Men 100m Backstroke 705 Women 100m Backstroke 706 Men 200m Butterfly 707 Women 200m Butterfly 708 Men 4 x 100m Freestyle relay 709 Women 4 x 100m Freestyle relay
Session 2 – 1:15pm	Session 5 – 1:35pm	Session 8- 1:05pm
201 Mixed 4x100m Free Relay 202 Men 50m Backstroke 203 Women 50m Backstroke 204 Men 100m Breaststroke 205 Women 100m Breaststroke 206 Men 400m IM 207 Women 400m IM	501 Mixed 4 x 100m Medley relay 502 Men 50m Freestyle 503 Women 50m Freestyle 504 Men 200m IM 505 Women 200m IM 506 Men 4 x 50m Freestyle relay 507 Women 4 x 50m Freestyle relay	801 Mixed 4 x 50m Freestyle relay 802 Men 50m Breaststroke 803 Women 50m Breaststroke 804 Mixed 800m Freestyle
Session 3 – 4:50pm	Session 6 – 5:35pm	
301 Mixed 4x50m Medley relay 302 Men 200m Freestyle 303 Women 200m Freestyle 304 Men 100m Butterfly 305 Women 100m Butterfly 306 Men 200m Backstroke 307 Women 200m backstroke	601 Men 4 x 50m Medley relay 602 Women 4 x50m Medley relay 603 Men 400m Freestyle 604 Women 400m Freestyle	

****Please note that the schedule is subject to last minute changes***

CONDITIONS

The Swim England Masters National Championship Event Conditions can be found [HERE](#).

ENTRIES

All submitted entries can be viewed in the Final Programme on the Masters Hub [HERE](#).

If you believe that your name is missing, please contact bernie.buck22@gmail.com.

Due to increasing numbers of competitors, all warm ups have been split into three 20 minutes slots. Further details on warm up and swim down can be found on pages 6 and 7.

CUT OFF TIMES: Re-Entry, Team Declarations and Withdrawal

Withdrawal forms and Team Declaration forms can be emailed to berniebuck22@gmail.com in advance of the competition, until **07.45am on Friday 25 October**.

After 07.45am on Friday 25 October, please contact the Resolution Desk following the procedure below.

Resolution Desk

The Resolution Desk will manage all queries including but not limited to Withdrawals, Re-Entry and Team Declarations.

The Resolution Desk can be found just inside the entrance to the **Timing Suite** from poolside and will be staffed from 07.45am on each day of competition.

Alternatively, you can call the Resolution Desk on **07563 750 846** from 07.15am on each day of competition. **Please note that text messages and voicemails will not be accepted.** You must speak to someone.

Deadline for all re-entry, team declarations and withdrawals:

SESSION	SESSION START TIMES	400, 800, 1500 FREE & 400 IM RE-ENTRY, TEAM DECLARATION & WITHDRAWAL CUT OFF TIMES
SESSION 1 Fri 25 October AM	Start Time: 9:00 am	07:45 am – Fri 25 October
SESSION 2 Fri 25 October PM	Start Time: 1:15 pm	11:45 am - Fri 25 October
SESSION 3 Fri 25 October EVE	Start Time: 4:50pm	3:15 pm - Fri 25 October
SESSION 4 Sat 26 October AM	Start Time: 9:00 am	7:45 am - Sat 26 October
SESSION 5 Sat 26 October PM	Start Time: 1:35 pm	12:00 pm - Sat 26 October
SESSION 6 Sat 26 October EVE	Start Time: 5:35 pm	4:00 pm - Sat 26 October
SESSION 7 Sun 27 October AM	Start Time: 9:00 am	7:45 am - Sun 27 October
SESSION 8 Sun 27 October PM	Start Time: 1:05 pm	11:30 am - Sun 27 October

Re-Entry

Competitors entering the 400m Individual Medley and 400m, 800m and 1500m Freestyle events only are required to confirm their intention to swim by re-entering at the Front Desk (located in the foyer) or Resolution Desk. Competitors in other events are not required to re-enter.

Relay Team Declaration

The Team Declaration form can be found [HERE](#).

Please be reminded that all swimmers in relay teams must have registered using the online entry form. Swimmers not registered will not be allowed to swim.

Withdrawals

The Withdrawal form can be found [HERE](#). Please note that refunds cannot be made.

The withdrawal process relies upon swimmers' co-operation to keep the number of empty lanes to a minimum. If you do not intend to swim, please withdraw from your event as early as possible to avoid creating an empty lane.

POOL ALLOCATION

The women's events will be held in the pool at the scoreboard end of the competition pool, and the men's events will be held in the pool at the diving pit end of the competition pool. Mixed events, including relay team events will be split between the two pools, so make sure you know which pool your heat will be using. The odd number heats at the Scoreboard end, even number heats at the Diving Pit end.

If competition in one pool finishes significantly before the other, the promoter reserves the right to split the remaining heats between the two pools. If this is deemed necessary, information will be communicated to the swimmers through announcements and Field of Play members of staff.

EVENT NOTICE BOARD

Important event information will be posted on the Event Notice Boards located in the foyer, next to the diving pit and on the entrance to the pool hall.

The Official Programme and list of entries will be available online at no cost for this event. A link will be distributed to all competitors ahead of the event. Printed programmes will not be available, however start lists will be available on the Event Notice Boards.

START SHEETS & RESULTS

Start sheets and results for all events will be on display on the Event Notice Boards. A link to the online start sheets and results will be put on the Event Notice Boards. Start sheets will be available for viewing approximately 30 minutes prior to the commencement of the session.

FORMATION OF HEATS

Relays and 50M Events

Competitors and relay teams in each age group will be seeded in the same heats and will race against each other, where possible. Where smaller age groups are combined in the same heat, competitors and relay teams in the same age group will be seeded in adjacent lanes.

100M, 200M, & 400M Events

Swimmers will be graded from slowest to fastest by entry time, with all age groups swimming together, except for the final heat which shall be spearheaded.

800M & 1500M

The 800M and 1500M shall be swum as 'mixed events', with men and women being seeded together by time.

There is no marshalling area for this event, it is your responsibility to report to your designated lane in good time before the start of your heat, so that you are ready for the start. Please note that should you miss your heat for whatever reason, you will not be able to swim in a later heat.

WARM UP & SWIM DOWN

Swimmers are reminded to follow the instructions given below and any additional instructions from event staff. This will ensure we can give all competitors the best warm up facilities available.

- Women will warm up in the scoreboard end pool and men in the diving pit end pool.
- Diving is prohibited in all warm up sessions except in designated sprint lanes.
- Restrict your warm ups to the session in which you are competing.
- Practise backstroke starts in designated sprint lanes only.
- When resting / stopping keep to the corners of the lane.
- When entering the water, do not jump or dive in.
- Choose the lane where the swimmers best match your speed.
- Be conscious that others are also warming up.
- Please note that fins, bungees, hand paddles and snorkels are not allowed at this event.

If you are not swimming until the end of a session, you may like to wait until the competition has started and warm up in the diving pit.

Warm Up Session	Time
Session 1	07:45am
Session 2	12:00pm
Session 3	03:35pm
Session 4	07:45am
Session 5	12:20pm
Session 6	04:20pm
Session 7	07:45am
Session 8	11:50am

Warm Up Periods

The warm ups will be in three periods of 20 mins each. The exception being the 1500m, where all age groups will warm up together (session 1).

The warm up period in session 2, 3, 4, 5, 6, 7 & 8 will be as follows:

- The first period for those aged 50 years and over
- The second period for those aged 36 years to 49 years
- The third period for those 35 years and under

These arrangements have been made to make the best use of warm up facilities, given the number of swimmers in each session. However, some warm ups will remain very crowded. If you are not swimming in the early part of a session, you are encouraged to use the diving pit for your warm up after the start of the session. The diving pit will be available throughout the meet, with six lanes. There will be signs indicating the direction of swimming in each lane, please adhere to these and no diving.

The Executive Director may change warm up timings at his discretion. Please listen for any such announcements.

Warm up Marshals

Please follow the guidance of Warm up Marshals at all times.

We need your help to make this event a success and are still looking for Warm up Marshals. If you can help, please email Swim England Events Team (nationalevents@swimming.org) to register. For those new to this role, a briefing will be provided for all Warm Up Marshals prior to commencing the role.

Thank you in advance for your assistance in providing a safe environment for swimmers to warm up.

CHANGE OF CLUB

Swimmers are reminded that they may only represent one club in both individual events and relay events during this competition. Changes to clubs represented will **NOT** be allowed during the competition.

SWIMWEAR

All swimwear must comply with FINA requirements. It is not permitted to wear swimwear with a zipper or other fastening systems. For your information, this does not include drawstring etc. in jammers which are provided to maintain modesty. If you need more information please refer to FINA General Rule GR5 and By-Law BL8. Please note that only 1 suit may be worn.

STARTING BLOCKS

There will be a full set of 20 OSB12 starting blocks in the competition pool. These are the “track-start” design. Backstroke ledges will not be available.

COMPETITORS WITH A DISABILITY

Competitors with a disability should refer to condition 5.2 in the event conditions. Which can be accessed by clicking [HERE](#).

MEDAL PRESENTATIONS

Medals will be awarded to all swimmers and teams placed first, second and third in their age groups. Medals should be collected from the Swim England Front Desk in the entrance foyer as soon after the declaration of results as possible. Medals should be picked up on the same day as the swim.

Swimmers who break a World, European or British record will be presented with their medals on poolside and presentations will take place before the start of the next session. The medal ceremony holding area will be next to the entrance of the Timing Suite at the Scoreboard end of the pool. Please listen to announcements for information on when the presentation will take place.

RECORDS

Whilst we aim to identify all World, European and British Records which are broken during the competition, remember that the ultimate responsibility for claiming a record lies with the swimmer(s) concerned. If you set a record and it is not announced, please inform the Resolution Desk as soon as possible. After the competition, if you notice a record has not been identified, please notify Helen Akers (helen.akers@swimming.org).

PHYSIO

There will be Sport Physios in attendance at this event who will be available at the following prices:

- 15 minutes - £15
- 30 minutes - £25

You can pre book via text message or email:

John: 07526 413443 or johnmitchellsportstherapy@yahoo.co.uk

Mandie: 07841 448974 or info@omegasportstherapy.co.uk

The physio will be based next to the Diving pool, by the Diving Officials Room.

Personal Conduct

We would like to remind competitors that inappropriate behaviour towards Swim England Event Staff, the Volunteer Stewards and the Volunteer Technical Officials, is in conflict with the principles of Masters Competition.

If a competitor behaves in a manner likely to cause offence, action may be taken by the Executive Director, which may result in exclusion from the remainder of the competition if deemed appropriate.

Competitors are reminded to take care when on poolside and on the stairs between poolside and spectator seating where at times the ground may be wet.

Swimmers are encouraged to use lockers to safely store their belongings. Belongings brought onto poolside are brought at athletes' own risk. Swim England and Ponds Forge will not be responsible for any lost, stolen or damaged items.

GENERAL INFORMATION

All event updates and additional information will be uploaded to the [National Championships web page](#).

FIRST AID

There will not be a doctor present at these Championships. Pool staff will administer first aid where necessary. If medical assistance is required, please approach the nearest event staff/volunteer or member of Ponds Forge staff, who will contact a first aider.

The nearest hospital to Ponds Forge ISC is located 2.5 miles away at the below address:

Royal Hallamshire Hospital
Glossop Road
Sheffield
South Yorkshire
S10 2JF

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.

CAR PARKING

There is limited on-site parking at Ponds Forge, with dedicated disabled spaces on the top level. There is a designated area for bicycles as well.

It is recommended that you park at Castle Gate Q-Park, Broad Street, S1 2BQ, where discounted prices are honoured for Ponds Forge customers. This is a short walk from Ponds Forge. Before returning to your car please collect a voucher from the venue reception and put this into the payment machine before your parking ticket. Alternatively you may wish to use the Nunnery Square Park and Ride, located just off the Sheffield Parkway A57.

EVENT MERCHANDISE

Event merchandise will be available to purchase at this event. TYR will be selling a range of merchandise, including event t-shirts and hoodies. In addition, Swim England will also be retailing a small selection of merchandise from the Front of House desk in the main foyer.

PHOTO OPPORTUNITIES

DE Photos will be providing photography for the competition. They will be located in the foyer of Ponds Forge for any purchases that wish to be made.

LOST PROPERTY

If you find any lost property during the event or if you have lost an item of your property during the event, please visit the Resolution Desk.

DECK PLAN

