



# Berkshire & South Buckinghamshire ASA

(Sub regional body of the Swim England South East)

## County and Age Group Championships 2024

(Under Swim England Laws and Technical Rules)

### INFORMATION FOR COMPETITORS

#### ACCEPTED ENTRIES

All entries submitted meeting the consideration times have been accepted this year. Swimmers should check their entry information on the accepted swims document (please be careful printing this document, it is over 500 pages!). Most errors in the entry information can be corrected before the meet (please email [championships@bsbasa.org](mailto:championships@bsbasa.org)). It is unlikely that corrections will be possible on the day.

#### SESSION TIMES

The meet programme has been modified to accommodate the accepted swims. The revised session times are as follows:

Session	Date	Warm up	Start	Notes (paperwork submission deadlines)
1	13 <sup>th</sup> January	08:30	09:15	Withdrawals by 08:30
2		12:45	13:50	Withdrawals by 12:45
3		16:15	17:00	Declare teams by 16:15
4	14 <sup>th</sup> January	08:30	09:05	Withdrawals by 08:30
5		11:45	12:50	Withdrawals by 11:45
6		15:55	16:40	Declare teams by 16:00
7	27 <sup>th</sup> January	08:30	09:15	Withdrawals by 08:30
8		12:05	13:10	Withdrawals by 12:05
9		16:00	16:45	Declare teams by 16:00
10	28 <sup>th</sup> January	08:30	09:05	Withdrawals by 08:30
11		11:35	12:40	Withdrawals by 11:35
12		15:45	16:30	Declare teams by 15:45

#### GETTING TO WYCOMBE LEISURE CENTRE

Wycombe Leisure Centre is located near junction 4 of the M40. From junction 4 follow the A404 ("Marlow Hill") towards High Wycombe town centre and the leisure centre is signed on the right. Use postcode HP11 1UP for sat nav directions.

There are a number of car parks around the leisure centre:

##### The Leisure Centre Car Park

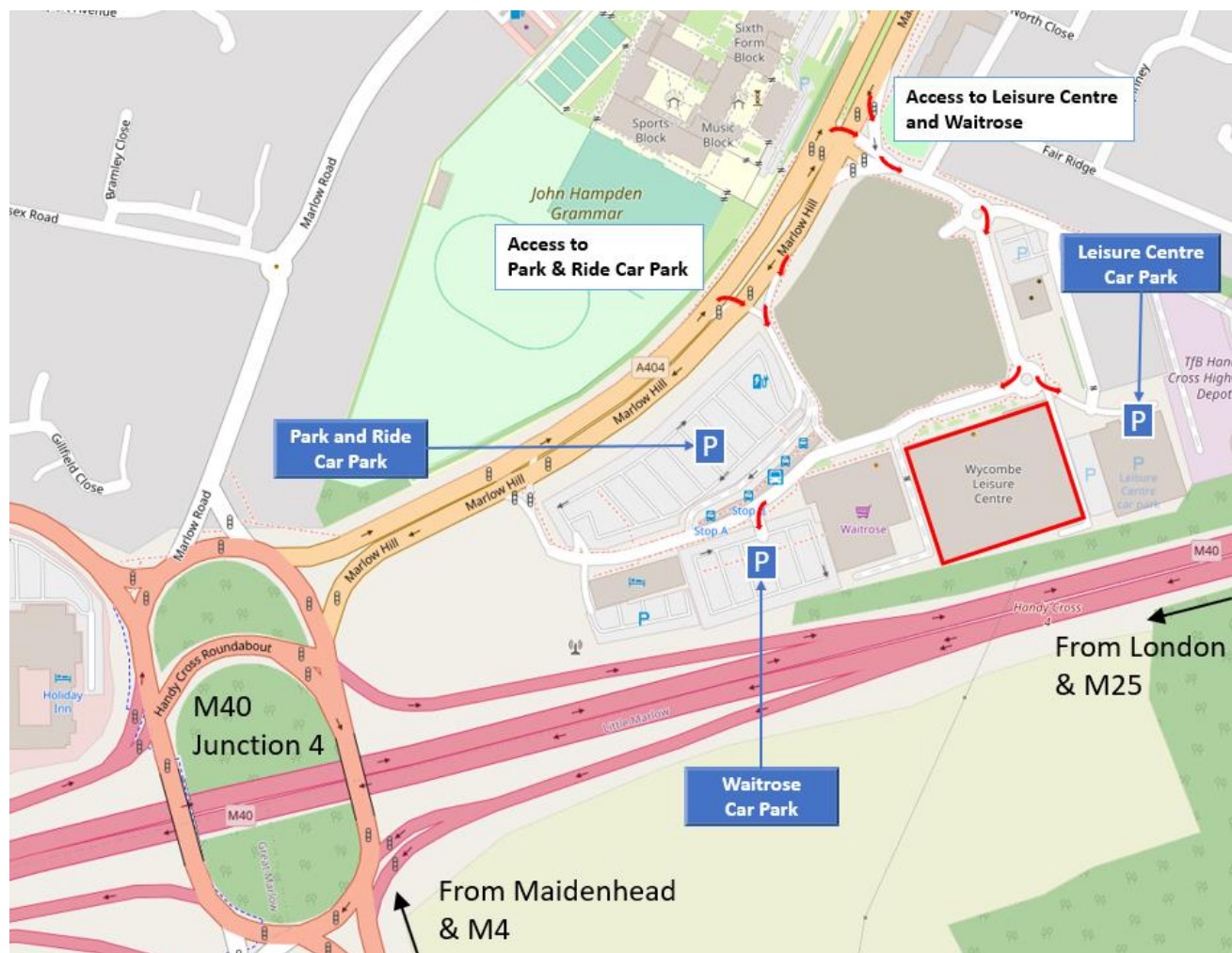
This is a multi-storey car park next door to the leisure centre (60p for up to 2hrs, £1.10 up to 4hrs and £15 up to 12hrs), The machine now accept both cash and cards.

##### High Wycombe Park & Ride

The park and ride car park is around 200m walking from the leisure centre and accessed by car via a dedicated entrance from the A404. It cannot be accessed by car from the Leisure Centre (Free for 30mins, £1.30 up to 4hrs, £3.10 up to 10hrs, £4.10 per day). Payment is by card machine or "RingGo" app.

##### Waitrose

Waitrose is next door to the leisure centre and has its own car park. This is a customer car park so we do not recommend using it. Please observe their payment procedure that is likely to mean that you have to spend money at the store. There is a maximum stay of 2hrs and no return within 2hrs.



## SHOPS & FOOD

Wycombe Leisure Centre has a small café in the foyer area offering sandwiches and hot drinks. There is a Waitrose supermarket next door which also has a café (note this closes early on Sundays).

“[Fine Designs](#)” will have a shop in the leisure centre entrance area, selling BSBASA County Championships branded clothing.



“[Mailsports](#)” will be upstairs with their swimwear shop selling all sorts of performance swimwear and training equipment.



“[DEphoto](#)” are a new addition to the Championships. They are experienced professional photographers used to working with sports and school events. They will attend for trial run for the 1st weekend only.



## SPECTATORS

Spectator entry is charged at £6 for 1 session or £10 for the whole day (entry is free for children under 14 and pensioners). Programmes will also be on sale at the entry desk. Credit/Debit card payments only please, **cash will not be accepted.**

Wrist bands will be provided as proof of payment to allow re-entry. Anyone without a wristband will be refused access to the gallery.

The gallery has priority areas for wheelchair access. The walkways and stairs must be kept clear to maintain escape routes in case of an emergency. Seats may not be 'reserved' and left empty during the day and we would ask spectators not to 'set up camp' on seats and leave them unused for part of the day. We reserve the right to make empty 'reserved' seats available if they remain unoccupied for any extended period, in order to allow other spectators to sit.

Access at the far right hand end of the spectators gallery is restricted, only to be used by volunteers helping with the running of the meet.

## COMPETITOR ONLY AREAS

Access to the changing village, swimming pool and sports hall will be restricted during the meet. Our volunteers will patrol these areas to control access. Only swimmers and those with poolside passes will be allowed in these areas.

### POOLSIDE & SPORTS HALL

Poolside space is limited. Each club will be allocated an area of the sports hall for their swimmers to use during the meet for relaxing and land warm up. The marshalling area where the swimmers should report to ahead of their heats and finals is also in the sports hall.

The corridor from the sports hall to the pool is narrow and should only be used by coaches and volunteers during the meet. Swimmers should only use the corridor when waiting to walk out for their event as directed by the stewards. Swimmers should access the sports hall from the foyer, not directly from poolside. The staircase between the spectator gallery and corridor is only to be used by the meet officials and promoter's team.

Swimmers may remain poolside. However, if the poolside area becomes overcrowded, we will request coaches and TMs to send some of their swimmers to the sports hall.

Swimmers may only bring small bags poolside. Large bags must be left in the lockers in the changing village or in your allocated area of the Sports Hall with the permission for your TM/Coach. The BSBASA takes no responsibility for bags left in the sports hall.

### CHANGING VILLAGE

Please note that the Leisure Centre has a mixed gender changing village. This will be patrolled during the meet by a team of volunteers. Additionally, a security guard will be located in the foyer at the entrance to the changing village to prevent members of the public and parents from entering. Only swimmers and TMs/Coaches/Volunteers with poolside passes will be granted entry.

Do not leave bags in the changing cubicles or anywhere in the changing village, except in the lockers provided. **You will need a padlock to secure your locker.**

Safeguarding rules mean that under no circumstances should mobile phones or cameras be used or be visible in the changing village. **ANYONE CAUGHT USING A PHONE OR CAMERA IN THE CHANGING AREA RISKS BEING IMMEDIATELY EJECTED FROM THE LEISURE CENTRE.**

Swimmers leaving the changing area to visit other parts of the Leisure Centre must be dry, wearing appropriate clothing and footwear.

## **REPORTING FOR EVENTS & COMPETITOR MARSHALLING**

It is the responsibility of each swimmer to arrive at the marshalling area in the sports hall and report to the competitor stewards in good time for their event. Hard copies of the start lists will be provided to coaches and TMs, and posted up on the walls in the sports hall and spectator gallery. Additionally, the start list will be posted online before the start of each session to confirm your heat and lane number. Please check with your coach or Team Manager if you are unsure before arriving at the marshalling area. Please note that all events are seeded slow to fast.

It is very important that competitors follow the instructions of the stewards. For swimmers who are poolside, the marshalling area should be accessed via the changing rooms and the foyer, do not try to directly access the area from poolside as you will be turned back by the stewards.

## **WITHDRAWING FROM AN EVENT**

It is very important that swimmers withdraw from any event they have entered but do not intend to swim. If swimmers do not withdraw, heats will inevitably be swum with empty lanes.

Swimmers should notify any withdrawals to their team manager as soon as they can, who will then inform the meet organisers before the warm-up of each session. The number of empty lanes will be monitored by the meet organisers. Clubs with an unacceptable level of unreported withdrawals will be reported to the Performance Swimming Events Committee who may impose a penalty, including a fine.

## **WITHDRAWING FROM FINALS**

The list of finalists for the 50m and 100m events will be published as soon as possible after the heats have been completed. The list of finalists will be announced with a "withdraw by" time. Finalists and reserves who wish to withdraw (which should only be in exceptional circumstances) must notify their club's team manager, who will in turn notify the meet organisers before the published "withdraw by" time for the relevant final.

A fine of £10 may be levied on clubs in respect of each no show in finals (including promoted reserves). The entry process for future BSBASA performance swimming competitions will be blocked for clubs with unpaid fines.

## **THE COMMUNITY POOL**

The 20m Community Pool will be available after 9:00a.m. each day for swimmers to use for warm-up and for swim down after their events. The depth of this pool is a constant 1.2 meters. There is to be no diving into the community pool at any time. During the warm-up, para-swimmers will be given priority use of the community pool.

## **BACKSTROKE LEDGES**

We will be providing backstroke ledges. You do not have to use them if you do not wish to.

## AWARDS & PRESENTATIONS

### County Junior and Senior Medals and Trophies

Presentations of County medals and trophies for the junior and senior county awards will take place poolside at the end of the session in which the event takes place. For 50m and 100m events, the awards will take place after the finals in the final session of the day. Trophies and a County Gold medal will be awarded to the fastest junior swimmer (14yrs and under) and senior swimmer (15yrs and over) for each event. Junior and Senior County silver and bronze medals will be presented to the 2<sup>nd</sup> and 3<sup>rd</sup> placed swimmers.

For the relay teams, junior trophies will be presented to the winners of the "12-13yrs" age group (the junior county trophy) together with the gold, silver and bronze medals. Senior trophies will be presented to the winners of the "Open" age group (the senior trophy) together with the gold, silver and bronze medals. Medals will also be presented to the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place teams for the "10-11yrs" and "16 & Under" relay events.

Details of the trophy presentations are available in the meet programme.

### Age Group & Para-Swimming Medals

Medals for the Age Group 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> placed swimmers of each event can be collected from the medal desk which will be located by the entrance to the spectator gallery.

Para-Swimming multi-classification medals can also be collected from the medal desk for the 50m and 100m events.



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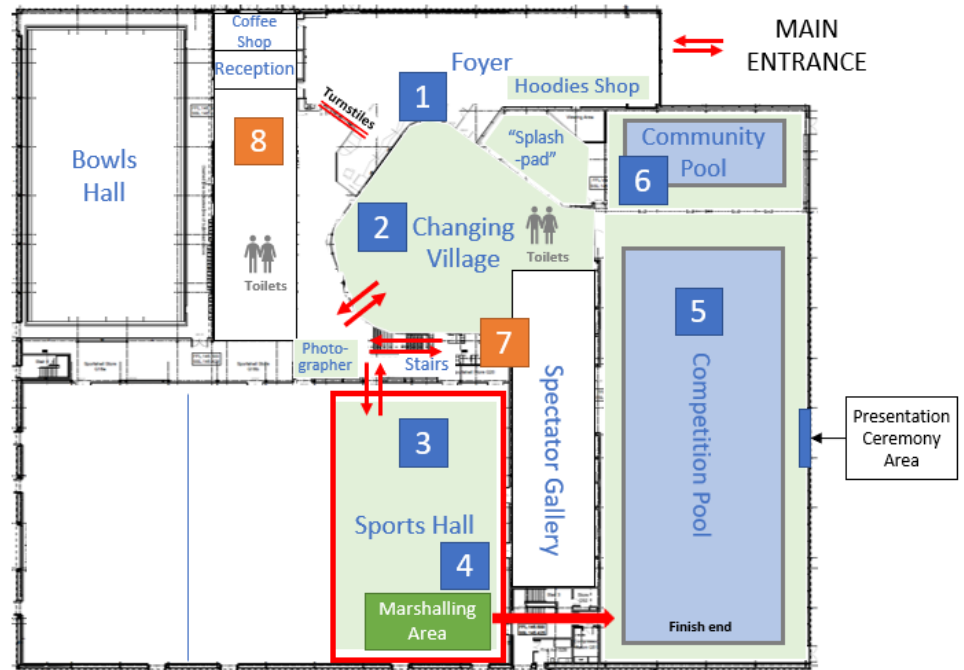
### Leisure Centre Layout

#### Ground Floor

1. Welcome Desk
2. Changing Village
3. Sports Hall
4. Marshalling Area
5. 50m Competition Pool
6. 20m Community Pool

#### First Floor

7. Spectator Gallery, Medal Table & MailSports shop
8. Official's Room



The green shaded areas of the sports hall, pool area and changing village are only accessible to competitors, coaches, TMs and authorised volunteers.