



Surrey County ASA

Surrey Age Group Summer Meet 2021

Unlicensed Meet using Level X Guidelines
PROMOTER'S CONDITIONS

General conditions

1. The **Surrey Age Group Summer Meet** shall be run under Swim England Level X guidelines, these Promoter's Conditions and any Government COVID-19 restrictions that remain in force at that time.
2. The age of each swimmer shall be as at **31 December 2021**.
3. Swimmers must be members of an affiliated Surrey club at the closing date and must be registered with that club at Swim England.
4. A swimmer who joins a second Surrey club *and wishes to compete for the new club*, or who resigns from one Surrey club and joins another, after the competition closing date must immediately notify the promoter of any events that they have entered. Points scored before the swimmer changes club shall be awarded to the original club. Thereafter, the swimmer may compete in individual events but will not score points for their new club.
5. Questions and queries may be directed by email to the Meet Promoter, Alan Thurlow, at alanthurlow@gmail.com
6. The Surrey Age Group Committee shall decide any matter not provided for in these conditions and will determine the appropriate action against those concerned if any of these conditions are contravened.

Data Protection

7. We will process personal data submitted by the swimmer or their club in accordance with the current Privacy Notice published by Surrey County ASA. With respect to this meet we will process personal data for the legitimate purpose of running the gala. The items of personal data processed are name, Swim England number, date of birth, gender and para-swimming classification. During the gala we will process name, gender, competition age and para-swimming classification in reports for the legitimate purpose of running the gala efficiently. At the end of the gala we will process name, gender, Swim England number and date of birth in the electronic submission made to British Rankings. We will also make this information available to the club of the swimmer as the data controller.
8. After the gala the personal data processed will be stored securely in both paper and electronic format for 12 months and then erased. This period of storage permits the accurate response to enquiries about the gala and provides statistical information for the purpose of designing the following year's gala. No personal data will remain on any electronic timing systems used to run the gala. You have the right to have your personal data erased from our systems if you have withdrawn from the gala. You also have the right to object to the processing of your personal data. In both cases, please make your request to the promoter.

How to enter

9. The closing date for entry is **6 July 2021**.
10. There are no entry fees for this meet.
11. Entries will be processed electronically using HyTek Meet Manager.
12. Hytek entry files and instructions will be made available on the Surrey website: www.surreyswimming.org.
13. Entries must be submitted electronically via e-mail to Alan Thurlow at alanthurlow@gmail.com accompanied by the entry summary form and must be received by midnight on **6 July 2021**.

Meet programme

14. The competition takes place over one weekend:

Date	Licence No.	Venue	Events
24/25 July	Level X	Surrey Sports Park (25m)	All events

15. The age group for all events is 10 & Over.
16. There will be a single final for each age group in each event.
17. There will be a withdrawal process in operation for this meet.
18. There will be a continuous warm up and swim down operation in place from 9am each morning. Coaches must manage and police this operation collectively so that all swimmers' needs are met. We recommend that swimmers arrive at the venue in time for a suitable warm up. Swimmers will be marshalled at least 10 minutes before their event start time. It is the swimmer's responsibility to be at the marshalling point in time for their swim.



Surrey Age Group Summer Meet 2021 Promoter's Conditions

Technical and non-technical officials

19. The meet cannot run without people to fill both technical and non-technical roles on the day. With this in mind, clubs are requested to provide volunteers, both qualified officials and people to non-technical roles such as marshalling and so on.

Entry times

20. All entry times must have been swum in a 25m pool under the Swim England Level X guidelines and uploaded to the Swim England Rankings database.
21. All entry times must have been achieved between 19 April and 4 July 2021.

Medals, trophies and awards

22. Medals shall be presented in each event age group for 1st, 2nd and 3rd place. A certificate of achievement will be provided for all those taking part.

Registration and marshalling

23. The Coach or Competition Secretary of competitors who are not intending to swim must notify the meet administrator by email up to midday on Tuesday, 13 July 2021. Alternates will be contacted to take the place of any withdrawals. Alternates must confirm their attendance within 48 hours of notification.
24. Initial start lists will be published on 7 July 2021 together with 4 alternates from which replacements will be drawn. A final start list will be published on 16 July 2021.

Poolside access

25. No spectators will be permitted on poolside.
26. Clubs must ensure there are enough adults on poolside with valid passes to provide adequate supervision.
27. The promoter reserves the right to request any person to leave poolside, whether or not that person has a poolside pass, without having to give a reason.

Photography

28. All those attending this meet (competitors, coaches, team managers, spectators, officials, volunteers, contracted staff etc.) wishing to use cameras, video or digital image capturing devices (including mobile phones) should only do so after reference to their obligations and the recommendations laid down in Wavepower 2016-2019, the Swim England Child Safeguarding Policy & Procedures and other Swim England Photography guidance. Your adherence to the guidelines and vigilance during the event will assist in our efforts to avoid the misuse of such equipment and the images/videos produced.
29. Photographs of the meet may be taken by representatives of the promoters of the event and may be used for promotional purposes. Entry into the competition implies acceptance of this condition.

Promoter

Questions and queries may be directed by email to the Meet Promoter (Alan Thurlow) who will liaise with the Lead Referee (Diane Gamble) as necessary.