Surrey County ASA
Surrey Age Group Championships 2027
County Championship Licensed Meet
PROMOTER'S CONDITIONS

General conditions

1. The **Surrey Age Group Championships** shall be run under Swim England Laws, Regulations and Technical Rules of Swimming, the relevant World Para Swimming Rules and these Promoter's Conditions
2. The age of each swimmer shall be as at **31 December 2027.**
3. Swimmers must be members of an affiliated Surrey club at the closing date for the 50m sprints and must be registered with that club at Swim England.
4. A swimmer who has competed in County Championships in 2027 for any other English county may not take part in this competition.
5. 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 for the 50m sprints 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.
6. With respect to changing rooms, any use by any person of a mobile phone or device is prohibited from the point of entry to a changing room until after exiting the changing room. In practice this means that any device must be in a bag or pocket, it must not be visible. There are no exemptions to this rule so if someone has an issue, they cannot use the device in the changing room; their need must be solved in some other way.
7. There will be a secondary strobe available at the venue.
8. All Swimming Officials shall be offered expenses.
9. Questions and queries may be directed by email to the Meet Promoter, Alan Thurlow, at alancthurlow@gmail.com
10. The Surrey Age Group Championships 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

11. 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.
12. 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

13. The closing date for entry into the 50m events is **23 December 2026**. For all other events the closing date for entry is **13 January 2027**.
14. The entry fee is **£10** per individual events from 100m up to 400m and **£12** for all 50m events, 800m freestyle and 1500m freestyle.
15. Entries will be processed electronically using HyTek Meet Manager.
16. A Hytek meet events file and instructions will be made available on the Surrey website: www.surreyswimming.org for use with team management systems that export a compatible entry file in the SD3 or HY3 file format. There is a separate Meet Events file for the 50m Sprints. Clubs will need to load both Meet Event files into their team management system to enter all events of this year's championships.
17. Entries must be submitted electronically using the Online Meet Entry Portal and must be received by midnight on the relevant **closing date**. Instructions are available on the Surrey website. Competition Secretaries should enter Para Swimmers using the individual section of the Online Meet Entry Portal and include the swimmer's para classification.

18. There shall be separate events for open/males and females. The Female category is for birth sex females in accordance with Swim England's Transgender and Non-Binary Competition Policy. By entering the 'Female' category, a swimmer confirms that their birth sex is female.
19. Full payment must be made on-line through the entry portal or by manual electronic bank transfer **no later than 23 January 2026**. Payment can be made through the online portal using card or online banking. Please make manual electronic transfers to Barclays Bank:

    Account Name: **Surrey County ASA**
    Sort Code: **20-84-17**
    Account number: **90576360**
    Reference: **Your entry reference number from your portal confirmation email.**
    Entries are not valid until payment has been received.

Meet programme

20. The competition takes place over four days:

Date	Licence No.	Venue	Events
16 January	2SE270225	Guildford Spectrum (25m)	See schedule of events
23-24 January	1SE270226	Surrey Sports Park (50m)	See schedule of events
6-7 February	1SE270227	Surrey Sports Park (50m)	See schedule of events

21. Event age groups will be as follows:

Event	Age
1500m free	12 & Over
800m free	12 & Over
400m IM	12 & Over
400m free	10 & Over
200m	10 & Over
100m	10 & Over
50m	10 & Over

22. There will be finals for each age group in all the 50m and 100m events. All other events will be Heat Declared.
23. These Championships shall be run with multi-classification para-swimming inclusive events.
24. All Para-Swimmers must have an authorised IPC Swimming, British Swimming, INAS-FID or British Blind Sport classification, which is held on the British Swimming or IPC Swimming classification database at the time of entry.
25. Para-Swimming competitors may enter the following events:

Event	Eligible Classifications
50m Freestyle	S1-S14
100m Freestyle	S1-S14
200m Freestyle	S1-S5 & S14
400m Freestyle	S6-S14
50m Backstroke	S1-S5
100m Backstroke	S1, S2 & S6-S14
50m Breaststroke	SB1-SB3
100m Breaststroke	SB4-SB9, SB11-SB14
50m Butterfly	S1-S7
100m Butterfly	S8-S14
200m Individual Medley	SM5-SM14

26. Any Para-Swimming competitor who qualifies for a final may swim in that final. There will be no finals for Para-Swimmers swimming in multi-classification events. All events will be heat declared.

Seeding

27. Heats for events with finals will be seeded using cyclical seeding rules for the fastest 3 heats.
28. Heat Declared events of 400m or less will be super-seeded, subject to there being a sufficient number of entries, with the last heats being the top 8 swimmers in each age group swum separately from youngest to oldest.

Finals

29. For those events with finals, as soon as possible after heats are completed, the names of swimmers who are in 1st to 8th place in each age group will be announced, as well as two reserves. The announcement will include a time by which finalists and reserves can withdraw from a final. If a reserve does not withdraw and is promoted to the final, they will be required to swim.
30. For each final, a minimum of 8 lanes will be used.

Technical and non-technical officials

31. The Championships 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, either qualified officials and/or people for field of play roles such as marshalling.
32. An official who holds the qualification of Swim England Disability Official will act as a technical advisor in each of the sessions where Para-Swimmers are entered.

Entry times

33. All entry times must be equal to, or faster than, the consideration times supplied in a separate document to these conditions. We are including separate times for 17 year olds but they will swim together with those over 18 years of age in the 17 & Over age group.
34. Qualifying and Consideration times are given as short course and long course times for all events. Swimmers may enter if they have achieved either time in the relevant pool length. No converted times are permitted. *Note that short course times have been generated from the long course times using Swim England's Equivalent Performance Tables.*
35. ALL entry times must have been achieved at licensed meets on or after **9 February 2026** and **must appear on the Swim England Rankings Database.**
36. If the meet is over-subscribed, the promoter reserves the right to reject entries based on the submitted entry times after converting to the meet course. The fastest swimmers in each age group will be given priority. Clubs will be informed as soon as possible after the closing date of any swimmers whose entries have had to be rejected, and entry fees for rejected swimmers will be returned in full.
37. Paragraph 36 does not apply to those swimmers gaining a Qualifying Time. Such entries are automatically entered into the meet.
38. There are no qualifying times for para-swimmer entries, but Paragraph 35 applies.

Medals, trophies and awards

39. For events with age group finals, trophy points are awarded on the basis of times achieved in the finals. For all Heat Declared events, trophy points will be awarded based on places in the heats. Age Group awards will be based on the World Aquatics points gained in the heats.
40. Individual age groups shall be 10/11, 12, 13, 14, 15, 16, 17 & Over.
41. Medals shall be presented in each event age group to those finishing in 1st to 3rd place.
42. Trophies shall be presented as follows:
    - Junior/Senior/Open trophies where applicable shall be recorded with the competitor's name. A suitable trophy will be awarded but not retained.
    - Age group awards for swimmers aged 10/11 to 14 years: 1st – 3rd place, Certificates 1st – 8th place will be available on the website.
43. The method used to determine the winners of the age groups 10/11 to 14 are set out in a separate document entitled *"Scoring Approach for the Surrey Age Group Championships 2027 v1.0".*
44. Certificates will be awarded to all event entrants aged 10/11 to 14 with their total points displayed and made available on the website.

45. Para-Swimmers shall be awarded medals on a multi-classification basis to 1st, 2nd and 3rd place in each event. Positions will be determined by the relative number of British Paralympic Points gained by each swimmer in each event.

Registration and marshalling

46. Swimmers must sign in before the start of the warm-up for each session for every event in which they wish to take part. A swimmer who is late to sign in may be placed in an unoccupied lane at the discretion of the promoter, but this is not guaranteed.
47. It is your responsibility to report to the Competition Stewards in the designated Marshalling area in good time for your event. Heat start lists for each event will be posted on-line and in the Marshalling area before each session starts and it is the competitor's responsibility to ensure their name appears on the list prior to the start time of the session.
48. Upon entry to the Marshalling area, the athlete must ensure that they report to a Steward and be registered as being present. Competitors must follow the directions of the Competition Stewards at all times.
49. All competitors must enter the Marshalling area 'race ready' as under normal circumstances having entered the Marshalling area they should remain in its confines until led onto the pool deck for their race.
50. Coaches/chaperones will not be allowed in the Marshalling area at any time.

Poolside access

51. Clubs must ensure there are enough adults on poolside with valid passes and qualifications to provide adequate supervision in accordance with Swim England's Team Manager, Coach and Chaperone Policy, and with reference to their obligations and the recommendations laid down in Wavepower 2024, the Swim England Child Safeguarding Policy & Procedures.
52. Coach, chaperone, and team manager passes are available from the Swim England website for each day.
53. A Level 2 Teacher may attend on poolside but will need to apply for a pass through the Surrey website links. The cost of this pass is the same as the passes issued by Swim England and will be billed to the club**.**
54. Personal care attendants will only be permitted for para-swimmers where assistance is permitted on their code of exceptions. A swimmer who has assistance may have both a coach and a personal care attendant present. The personal care attendant will need to apply for a pass through the Surrey website links. It will be free of charge.
55. The cost of passes will be published on the Surrey website.
56. 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

57. All those attending these Championships (competitors, coaches, team managers, spectators, officials, volunteers, contracted staff) 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 2024, the Swim England Child Safeguarding Policy & Procedures and other Swim England Photography guidance. Photographic equipment must not be used anywhere in the changing rooms.
58. 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

59. 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.