



# Harlow Penguins Swimming Club



## 8<sup>th</sup> Eric Shepherd Open Meet

Swim England East Region Level 3 Licensed meet No. 3ER191328  
under Swim England Laws & Swim England Technical Rules of Swimming

### Meet Information

Event	8 <sup>th</sup> Eric Shepherd Open Meet
Date	Saturday 15 <sup>th</sup> June 2019
Venue	Harlow Leisurezone, Second Avenue, Harlow CM20 3DT
Session Times	Two sessions, warm up starts@ 12:30 & 17:30 tbc
Pool	8 lane, 25m, with Daktronics timing and anti-wave lane ropes
Age Groups	9, 10, 11, 12, 13, 14, 15 & Over
Age on Day	15 <sup>th</sup> June 2019
Awards	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> in each age group
Events	50m & 100m all strokes & 200m IM & 200m Freestyle
Race Entry Fee	£6.00
Closing Date for Entries	15 <sup>th</sup> May 2019
All Enquiries to:	<a href="mailto:openmeet@harlowpenguins.com">openmeet@harlowpenguins.com</a>
Meet Manager	Jonathan Chan

### Meet Information

1. The competition will be swum under Swim England Law and Technical Rules of Racing and is licensed by the Swim England East Region as a level 3 meet.
2. Competitors must be Swim England (Category 2) Registered and have a Swim England number validating that they belong to an affiliated club.
3. The official closing date for entries is 15<sup>th</sup> May 2019. Harlow Penguins Swimming Club reserves the right to close entries before this date to facilitate the smooth running of the Gala.
4. Entry will be on a first come first served basis. Entries must be within the published limits, which have been based on 2019 Swim England East Region LC Championships Qual Times. Upper Limit Times (ULT) are -15% and Lower Qualifying times (LQT) are +35%. Swim England disability swimmers are invited to swim and are not bound by the UQT and LQT. A secondary starting strobe system is not available.
5. Entries must be made on the official entry forms, as attached, or photocopies showing all relevant details as indicated. No time=no swim. Entries must be accompanied by a stamped address envelope to receive accepted swim information if email details are not submitted.

6. All entries of 5 or more must be made electronically. Electronic entry packs may be obtained from [www.harlowpenguins.com](http://www.harlowpenguins.com) and returned with summary report to: [openmeet@harlowpenguins.com](mailto:openmeet@harlowpenguins.com). If an entry has been submitted electronically only the summary sheet is required do not send entry forms.
7. Heats will be seeded on submitted times. All events will be “timed finals”.
8. By submitting entries, consent is thereby given as required by the Data Protection Act 2018: The Data Protection Act 2018 requires us to provide you with certain information and to obtain your consent before processing data about you. Processing includes: obtaining, recording, holding, disclosing, destruction or retaining information. We require certain personal data for the purposes of making entries to the competition, managing the meet and the submission of results to Rankings. The information provided by you will be processed in accordance with the Data Protection Act 2018. Consent to process such personal data is deemed to have been given by the submission of the entry. Where the personal data of competitors, officials and coaches/team managers has been passed to us by a third party such as a club rather than by the individuals themselves, we rely on the third party to ensure that consent has been obtained.
9. Cheques shall be made payable to: Harlow Penguins Swimming Club (one cheque per Club).
10. Coaches’ passes, costing £15.00, may only be purchased in advance. This entitles the holder to a programme, heat sheets, printed results if requested and food between sessions. Only Swim England DBS registered Coaches and Team Managers will be permitted poolside.
11. Coaches and Team Managers shall be responsible for ensuring swimmers sign in before the start of the session. Late entries will only be accepted at the discretion of the promoter.
12. Warm ups will be for a period of approximately 60 minutes before the start of each session. Coaches and Team Managers are required to supervise their own swimmers during this period to ensure a safe and smooth warm up.
13. Safety and Security: It is the responsibility of Coaches, Team managers and parents to ensure the safety of their swimmers. Swimmers shall obey all safety notices and announcements.
14. Only those swimmers who have reached the standard of the Swim England Competitive Start Award shall be permitted to start with a shallow racing dive from the starting blocks.
15. The organisers and pool management reserve the right to remove any spectator or swimmer from the pool area whose behaviour is against the rules of the pool or the efficient running of the meet. Stewards will be patrolling the centre, anyone found causing damage or seriously misbehaving, will be banned from the meet and refused entry to the building.
16. There is to be no swimming in the teaching pool. The changing room area will be used by the Clerk of the Course to assemble swimmers prior to each event
17. For health and safety reasons, only small bags will be allowed poolside. Lockers are available operating on a non-refundable 20 pence coin. Any large bag will be removed by a Clerk of the course. Neither H.P.S.C nor the pool management will be held responsible for any loss or damage to personal property.
18. Litter: Spectators and swimmers must place all litter in the receptacles provided.
19. Poolside: Pool shoes and clothing are essential for all competitors, as swimmers will not be allowed in the spectator’s area in wet swimwear. At no time will glass containers or bottles, or hot drinks be allowed on poolside or in the changing village.
20. Photography: no photography is permitted in changing rooms. Any person found to be contravening this condition will be required to leave the competition and venue without refund. All persons attending this event should exercise reasonable caution when using cameras and other such image-capturing devices, particularly with regard to the sharing of such images on social media. Any safeguarding and child protection concerns, photographic or otherwise, should be reported verbally and in writing to the Promoter, who is the designated person responsible for safeguarding at this event. If the concerns relate to the conduct of the Promoter, this should be reported verbally to the referee responsible for this event and in writing to the Swim England East Region Independent Child Protection Officer.

21. Results: Will be posted poolside and in the spectator gallery. At the end of the meet results will be available to download from [www.harlowpenguins.com](http://www.harlowpenguins.com).
22. The promoter reserves the right to alter or amend any of the published rules and conditions following consultation with Swim England East Region. Any situation not covered by the published rules and conditions will be handled on the day by agreement between the promoter and the referee. Any dispute must be brought to the attention of the referee and if necessary referred to the Swim England East Region.