



OXFORDSHIRE & NORTH BUCKINGHAMSHIRE COUNTIES A.S.A.

Affiliated to Swim England South East

County Championships and Age Group Competitions 2025

(Under Swim England and Swim England Technical Rules of Racing)

This event is licensed by Swim England for entry into National Championships and Competitions.

Licence numbers: 2SE250080 to 2SE250084

PROMOTERS CONDITIONS

1. The County Championships ("Championships") and Age Group Competitions ("Competitions") shall be open to any member of a Club affiliated to the Oxfordshire & North Buckinghamshire Counties A.S.A. who is eligible within the meaning of Swim England Law. A swimmer must have been a registered swimmer of the Club in whose name he/she is entered by the closing date for entries, THURSDAY 5TH DECEMBER 2024. The registered date will be the date as recorded on the visible Swim England Membership database.
2. A swimmer who has entered the Championships or Age Group Competitions of another County in the same calendar year will not be eligible to compete.
3. The Age Group of swimmers will be determined by their **age as at 31st December 2025.**
4. The minimum age for entry into the Championships and Competitions is 10 years by 31st December 2025.
5. Ages will be 10-11 years, 12 years, 13 years, 14 years, 15 years, 16 years, 17 years and over. The age specified shall be the age of the swimmer at midnight on 31st December 2025.
6. For competition and record purposes, Juniors are defined as aged 16 or under as at 31st December 2025.
7. These Championships and Competitions have been licensed by Swim England for entry into National Championships and Competitions, and all swimmers must be Swim England registered. Swim England registration numbers will be required with all entries, and the term "REGISTRATION APPLIED FOR" will not be accepted. The Promoter reserves the right to ask for proof of registration. It is to be understood that results are submitted to Swim England for inclusion into National Ranking Lists.
8. All Club entries are to be submitted via the HY-TEK Meet entry file along with the completed ENTRIES SUMMARY FORM and ENTRY DECLARATION incorporating all their swimmers' and relays entries along with poolside pass requirements. These files must be submitted to the Promoter **no later than 5th December 2024.**

Failure to comply with this condition will result in the Club's entry being withdrawn. No individually submitted paper entries will be accepted.
9. All events entered by a swimmer, including relays, shall be in the name of **ONE CLUB ONLY.**

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 you confirm that your birth sex is female. The Male/Open category is for birth sex males and any other swimmer who is not eligible for the female category.



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10. Entry for all events, apart from Relays, shall be by both accepted and considered entry times. For seeding purposes, entry times must be submitted for Relay team events, failing to submit a time will result in the exclusion of the swimmer/team from that event. Each Club may enter a maximum of two teams (A & B team). The Promoter reserves the right to restrict the number of entries further to facilitate the meet running time (i.e., the slowest entries may be rejected). Any rejections will be spread evenly across all Age Groups. Relays rejections, if required, will be done to ensure a balanced entry from all the Clubs.
11. Times set in Masters competitions and appearing only in Masters Rankings are not acceptable.
12. Accepted entries will be posted on the Oxfordshire & North Buckinghamshire Counties A.S.A. website. Any errors found are to be reported to the Promoter within two weeks of the posting date, corrections after this time will be at the discretion of the Promoter.
13. Once entries have been accepted, the entry fee shall become non-refundable.
 - a. Swimmers, who have sustained injuries after the accepted entries have been posted to the website/Clubs, may apply to the Promoter for a medical withdrawal and refund.
 - b. A refund will be given on production of medical evidence and will be for ALL the remaining Championship events that the swimmer has entered.
 - c. In order to qualify for a refund, the Promoter must be advised of any medical withdrawals at the first possible opportunity and no later than 24 hours after the conclusion of the final event of the Championships.
14. Submitted entry times must be able to be verified on British Swimming Rankings. In the case of foreign swimmers or international swim at competitions run under FINA technical rules and for foreign swimmer's times must be verifiable on the relevant home country swimming time's database or official results.

Time Trial times will not be permitted.

Submitted times for 50m, 100m, 200m & 400m events must have been achieved between 12th February 2024 and 1st December 2024 inclusive. For 800m & 1500m events, submitted times must have been achieved between 1st January 2024 and 1st December 2024 inclusive.

The closing date for the submission of entries is 5th December 2024.

15. ALL CLUBS must complete an ENTRIES SUMMARY FORM and ENTRY DECLARATION incorporating all their swimmers' entries, and relays entries and poolside pass requirements.

All Club representatives supervising athletes shall abide by the Swim England Wavepower policies and guidelines and shall have completed appropriate training in accordance with those policies and guidelines. Clubs shall ensure that they comply with Swim England supervision ratios as set out in its Team Manager, Coach and Chaperone policy.



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16. Payment must be by BAC's made payable to:
OXFORDSHIRE AND NORTH BUCKINGHAMSHIRE ASA, COMPETITIONS ACCOUNT
Sort code: 20-03-84
Account #: 10550566
Reference Club name
Payment must be made within 7 days after your invoice has been issued. Your invoice will include an additional 2% fee subject to a minimum of £10.00 based on your Club's total entry fee excluding coaches passes. This will allow for fees such as fines for non-withdrawal of a swimmer. Any unused balance will be refunded directly to your Club after the championships has been completed.
17. The Competitions will be based on the British Swimming Competition Structure.
18. Heats will be swum fully integrated and in descending time order. All heats and finals will be in spearhead formation.
19. Should a swimmer with a Para-Swimming Sport Classification swim a time in integrated heats that qualifies them for the relevant Age Group or Open final, they should not be debarred from competing in that final.
20. Where finals are to be swum in 50m and 100m events, the fastest eight in each age group will swim in separate Age Groups finals. Should there be a tie for eighth place, the swimmers will be given the opportunity to take part in a swim off at the end of the session.

In the event that there are less than three (3) swimmers qualified for an Age Group final and there is space in the subsequent final the Promoter may choose to combine the two finals and run them concurrently. Where two finals are run concurrently, both finals will be spearheaded seeded independently of each other and where possible a vacant lane will separate the two finals.

21. Individual Events

1500m Freestyle and 800m Freestyle events are Heat Declared Winner (HDW)

Age Groups are:

Female & Open/Males (1500m): 12 years & over

Female & Open Males (800m): 12 years & over

Awards will be made to the first eight in each Age Group in British Swimming Competition format, as well as to those placed 1st, 2nd and 3rd in the Championship and the Junior Championship.

Lap cards will be located either at the start/finish or turn end of the pool at the lead referee's discretion.

Backstroke ledges will be used in the main championships subject to availability and/or at the Lead Referee discretion.

400m Freestyle events are Heat Declared Winner (HDW)

Age Groups are:

Open/Males: 10-11 years & over



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Females: 10-11 years & over

400m Individual Medley events are Heat Declared Winner (HDW)

Age Groups are:

Open/Males: 12 years & over

Females: 12 years & over

200m all strokes are Heat Declared Winner (HDW)

Age Groups are:

Open/Males: 10-11 years & over

Females: 10-11 years & over

100m all strokes, Heats, and Finals

Age Groups are:

Open/Males: 10-11 years & over

Females: 10-11 years & over

50m all strokes. Heats and Finals

Age Groups are:

Open/Males: 10-11 years & over

Females: 10-11 years & over

Awards will be made to the first eight in each Age Group in British Swimming Competition format, as well as to those placed 1st, 2nd and 3rd in the Championship and the Junior Championship.

22. Swimmer with a Para-Swimming Sport Classification will be eligible to receive awards should they 'place' in any relevant age group or open event that is swum as a Timed Final (TF) or Heat Declared Winner (HDW) event. The same swimmers may also be eligible to receive awards in the corresponding Para Swimming/Multi classification event - subject to the eligibility criteria listed in the event conditions.

23. Relays are Heat Declared Winner (HDW)

Age Group Relays will be:

4 x 50m Freestyle

4 x 50m Medley

Age Groups are:

Open/Males: 10/11/12 years & 13/14 years

Females: 10/11/12 years & 13/14 years

Championship and Junior Championship Relays will be:

4 x 50m Freestyle

4 x 50m Medley

4 x 50m Mixed Freestyle Relay

4 x 50m Mixed Medley Relay

Ages determined as at 31st December 2025.

Junior Championship Relays are age as at the 31st December 2025.



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Awards will be to the first, second and third teams in each event and to the Junior Championship and Championship winners.

24. Names of swimmers for relay teams must be submitted at time of entry. However, an amendment to team declaration form will be available and must be submitted to the Promoter **NO LATER THAN START OF THE WARM-UP FOR THAT GALA** to the Administration Area to make changes. The amendment form must give the names of the four members of the team and their correct swimming order, and no substitutions will be allowed.
25. All swimmers must have achieved the standard of the Swim England Competitive Start Award and starts will be from the block, apart from Backstroke and Medley Relays, all other starts will be 'OVER THE TOP' and it is requested that all swimmers pull into the corner of the wall and lane rope immediately they complete their swim.
26. Warm-up periods will be allocated on an equal time basis. Warm-up procedure will be published prior to the events and will be displayed on the wall for each Gala, swimmers must follow the direction of warm-up marshals. Coaches and Team Managers are requested to ensure that their swimmers warm up at the appropriate times.
27. Coaches and Team Managers are also requested to ensure that their swimmers, suitably attired, are available for the Championship and Junior Championship presentations, which will take place at the end of the gala in which they are being swum.
28. Cups and Trophies must be returned, cleaned to the Executive Committee no later than the November 2024 Executive Meeting. The County will engrave all trophies on their recall.
29. The Championships has an active withdrawal system in operation. The Head Coach/Team Manager is expected to submit withdrawal forms for swimmers who are not intending to swim. The withdrawal must be delivered to the Administration Area **NO LATER THAN THE PUBLISHED WARM-UP START TIME FOR THE GALA** that the withdrawal relates to. Withdrawal forms will be provided in advance of the competitions.

The inclusion of incorrectly withdrawn entries will be at the discretion of the Promoter. Due to the nature of the timing and computer link, after the heats have been processed incorrectly withdrawn entries will only be considered for entry into the spare lanes (if any) of the first few heats, on a first come first served basis and **lane changes will NOT be permitted.**

A fine of £10 will be levied in respect of each competitor/team who fails to withdraw and does not present themselves/s at the start of the event (except in the case of genuine illness or of a proven emergency, interpretation of which is at the discretion of the Lead Referee). **Any swimmer failing to comply with this procedure over two independent sessions will result in the relevant swimmer being WITHDRAWN, without refund, from the remainder of the Championships and Competitions.**



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In the case of any relay team from any one Club incorrectly withdrawing over two independent sessions, will result in the remaining relay teams for that Club being withdrawn, without refund, from the remainder of the Championships and Competitions.

All fines are levied on the competitor's Club, and monies will be deducted from refunds. Clubs with no refunds will have 30 days from the last day of the Championships to settle fines or the whole Club will be barred from the following year's Championships.

30. All competitors should report to the Clerk of the Course (marshals) TWO events before their own event is due to be swum or when called in the distance meets.
31. **WITHDRAWAL FROM FINALS:** Any finalist or first and second reserves for a Final who do not wish to swim in that Final must declare their intentions to the Promoter. This should be done prior to the conclusion of the morning (Heats) session for 50m and 100m events. Swimmers from the last event of the respective session have up until 15 minutes from the conclusion of the session to make their intentions known. It follows that all those announced as reserves should make themselves available for 15 minutes after the finalists and reserves from that session have been announced to see if they are required to swim in the Final. The Promoter will be available in the Administration Area, and swimmers wishing to withdraw must do so in person. Swimmers wishing to withdraw will be asked to sign a slip of paper, which will be countersigned by the Promoter evidencing the withdrawal.

Failure to comply with this procedure will result in the relevant swimmer being WITHDRAWN, without refund, from the remainder of the Championships and Competitions.
32. A person whose name does not appear in the Gala Programme (in an event), errors and omissions excepted, **will not be permitted to swim or to undertake a time trial at any time during the Championships and Competitions.**
33. Swimmers holding an authorised British Swimming or where applicable WP Swimming classification a copy from the British Swimming Membership database must be supplied with the entry form.
34. Swimmers or their Coach must notify the Lead Referee/Promoter of any known medical conditions prior to the warm-up of each session they compete in, so that centre staff can provide appropriate medical cover.
35. The Electronic Timing Display is only provisional and may be overruled by the Lead Referee.
36. The use of klaxons, whistles (except by Gala Officials), rattles or other aids for encouragement are not permitted.
37. Appointment of a Jury of Appeal at the discretion of the Promoter.
38. In the event of a protest, prior to the commencement of the Gala the Promoter, will take receipt of the protest and will forward it to the appointed Lead Referee, who will act to resolve the protest. Protests during or immediately after a Gala should be directed to the event Referee or Lead Referee as appropriate per Swim England Law.



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39. Anyone wishing to carry out video, zoom or close-range photography must be in accordance with Swim England Wavepower Child Safeguarding Policies and Procedures or its subsequent revisions which, takes precedence:
<https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/>.
These conditions also apply to swimmers on poolside. **Additionally, the use of any mobile phones in the changing rooms of the County Championships and Age Group Competitions hosting venues (Leys Pool and Leisure Centre in Oxford and Aqua Vale Swimming & Fitness Centre in Aylesbury) IS NOT PERMITTED.**
40. The Top Club Award will be made to the Club who have the greatest aggregate of points awarded based on 8, 7, 6, 5, 4, 3, 2, 1 for 1st, 2nd, 3rd, 4th, 5th, 6th, 7th and 8th places in Finals and Heat Declared Winner (HDW) events for all Age Groups, 10-11 years to 17 years and over. Such events to include the Age Group Relays 10/11/12 and 13/14 years, all Championship events including, the Junior and Championship Relay events. The Top Junior Club Award shall be made on the same basis, but the Age Groups will be 10 years through to 13 years and shall include the 10/11/12 years' relay events but exclude the 13/14 events.
41. The Executive Committee of the Oxfordshire & North Buckinghamshire A.S.A. will treat any derogatory/critical comments towards swimmers, helpers, and officials posted on any social networking site as unacceptable behaviour and will result in that swimmer/Club personnel identified as posting/hosting such comments being barred from the remainder of the County Championships and Age Group Championships without refund.
42. Due to the time limitations, swimmers are **not permitted** to swim-down after their events in the competition pool.
43. Large bags will not be permitted on poolside at the Aqua Vale Swimming & Fitness Centre venue.
44. **DATA PROTECTION:** The data you provide will be processed for the purposes of running the County Championships and Age Group Competitions, including, programme (online and printed), results, management of officials and management of child protection poolside. You agree that we may publish your (or your Club members) personal information as part of the programme and results of the Meet, and may pass such information to the governing body or any affiliated organisation for the purpose of insurance, licences or for publishing results either for the event alone or combined with or compared to other events. Results may include name, Club affiliation, race times and DQ codes, gender, disability classification and age category. To submit the data to us you must have obtained permission from the individuals for the uses specified.
45. Prior to the County Championships and Age Group Championships, Club queries are to be directed to the Promoter via the Club secretaries, individual queries will not be answered. On the day queries are to be directed to the Promoter by the Club coach or Team Manager.
46. The Promoter will treat misconduct or unacceptable behaviour by; swimmer, parent/guardian, or spectator, towards another swimmer, spectator, official, helper or any facilities or equipment as unacceptable and may result in the perpetrator being barred from the remainder of the County Championships and Age Group Competitions, without refund (be it spectator or swimmers' entry fees).



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47. A secondary strobe will be provided where it is requested by the athlete at the time of entry.
48. Any matter not covered in these conditions shall be decided by the Executive Committee of the Oxfordshire & North Buckinghamshire A.S.A. subject to Swim England Law.
49. Any queries arising from the condition as detailed above should be forward to the Promoter email: ONBCountyChamps@outlook.com.