

Norwich Swan Swimming Club

Affiliated to Swim England East Region and Swim England Norfolk

Norwich Swan Open Meet 2026

Held under Swim England Laws and Regulations, the Swim England Technical Rules of Swimming and to the Swim England Open Meet Licensing Criteria

Level 3 Licence 3ERxxxxxx

Saturday 21st and Sunday 22nd March 2026

UEA Sportspark, Norwich NR4 7TJ

MEET CONDITIONS AND INFORMATION

1. The meet will take place at UEA Sportspark on 21st-22nd March 2026 and is licensed by Swim England at Level 3 under Licence No. 3ER[xxxxxx].
2. The meet will be run in accordance with held under Swim England Regulations, Swim England Technical Rules of Swimming and these conditions.
3. Competitors must be Club Compete members of an affiliated club, eligible to compete and registered in accordance with Swim England Regulations and Technical Rules and may enter in the name of one club only. Entries will only be accepted from competitors registered as members of Swim England, SASA or WASA or competitors from a country affiliated to World Aquatics.
4. The promoter is Abby Chapman on behalf of Norwich Swan Swimming Club.
5. The age groups are: 10, 11, 12, 13, 14, 15, 16, 17 & over
6. Ages are as at 31st December 2026
7. 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.
8. Medals will be awarded to 1st, 2nd and 3rd placed swimmers in each age group.
9. The pool is 25m, anti-wave devices will be in place and AOE will be used. A secondary strobe for the starting system is available. Backstroke ledges will be provided.
10. Heats will be swum as mixed age with swimmers seeded by entry times.
11. Over the top starts may be used at the referee's discretion.
12. Upper cut-off times are provided. Short course or converted long course times will be accepted. Entries with No Time (NT) will be accepted.
13. Valid entries (which must include payment) will be accepted in the order of receipt, that is: first come first served. Complete entries for each club are required together with electronic payment by BACS. Individual entries will only be accepted at the Promoter's discretion. (Day of meet entries and day of meet alterations will not be accepted, unless due to administrative error.)
14. Those swimmers in possession of a Swim England Certificate of Swimming Disability or those swimmers whose membership details record a disability Sport Class are welcome to enter the competition with a time slower than the lower limit standard. An entry time must be provided.
15. Entry shall be made using SPORTSYSTEMS Entry Manager and sending the Entry file to the Promoter. The Entry Manager software may be downloaded free of charge from the SPORTSYSTEMS website <http://www.sportsys.co.uk/entry/index.php> and the required Entry File for the meet will be available on the club website.
16. Entries together with entry fees must be received by the Promoter by **Friday 27th February**. The entry fee is £6.75 per event.
17. The Promoter reserves the right to limit entries and the number of heats in any event to maintain a balanced programme. In the event that entries are rejected, fees will be refunded by a single payment

to club in question.

18. Accepted and rejected entries will be posted on the club website within 5 days of the closing date.
19. Swimmers must withdraw from events that they no longer wish to swim. Each club will be provided with a schedule of their accepted entries. Withdrawal may be made using the Swim-Meet withdrawal links sent to each club prior to the meet, they must be made at least 45 minutes prior to the start of the first event in each session. Refunds are not available for withdrawals after the accepted entries have been posted, other than for medical reasons.
20. After accepted entries have been published we may be able to allow additional entries, space permitting on a first come, first served basis, so that all heats are filled. However, if the meet is full at the closing date we will not be able to do this.
21. The Swim England Team Manager, Coach and Chaperone Policy must be adhered to at all times. All coaches, team managers and appointed volunteers attending poolside must be Swim England DBS checked, have a safeguarding certificate and suitable Team Manager/Coaching qualification. This check can be obtained free of charge via https://www.swimmingresults.org/member_options/ The Club requests that all teams have sufficient coaches/team managers/chaperones on poolside to meet the requirements of the SE Team Manager, Coach and Chaperone policy. There will be no entry to poolside without a pass and passes must be worn at all times.
22. If you wish to order a lunch for Coaches or TM's the cost is £15 per person per day and they must be ordered in advance.
23. Warm up protocol: Warm up schedule will be sent to Clubs prior to the meet. There is to be strictly no diving during warm-up, with the exception of designated sprint lanes. Odd lanes will swim clockwise and even lanes will swim anti-clockwise. Swimmers must leave the water by the side of the pool and not over the timing pads.
24. Results will be posted on the Norwich Swan club website and will be supplied to Aquatics GB for entry into the national rankings database.
25. **No photography is permitted in the Sportspark pool hall as the shallow pool is open to the public** during the gala. The rules on photography apply to swimmers, coaches, team managers, officials and volunteers as well as spectators, and to the use of mobile phones, tablets or other image-capturing electronic devices as well as cameras. **Note that any photography or use of mobile devices in the changing rooms is absolutely forbidden.**
26. All participants must observe the safety precautions in operation at the Sportspark. Neither the Promoter nor Norwich Swan Swimming Club will be responsible for any loss or damage occurring during the meet.
27. 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.
28. Any matter not covered by these conditions will be determined by the Promoter and Referee, subject to Swim England Regulations and Technical Rules of Racing.