

WITNEY & DISTRICT SWIMMING CLUB

Affiliated to Swim England Southeast & Oxfordshire and North Buckinghamshire (ONB) A.S.A.



W&DSC Invitational Level 4 Development Sprint Meet

Sunday 11th January 2026

Licence number: 4SE260024

To be held at Windrush Leisure Centre, Witan Way, Witney OX28 4YA

RULES AND CONDITIONS

This meet will be held under Swim England Laws & Technical Rules of Swimming.

Events

50m Frontcrawl, Backstroke, Butterfly, Breaststroke

100m Individual Medley (**11 years/over only**)

Please note FINIS Backstroke ledges will be used for 50m Backstroke.

Awards

Awards will be made to the fastest 6 swimmers (Open/Male and Female) in each double age group, heat declared winner:

8 years

9/10 years

11/12 years

13/14 years

15/over - we also welcome masters!

Age on day: 11th January 2026

Results

Results from each event will be posted for swimmers/spectators and emailed out to Clubs after the event. Clubs will receive electronic results after the event.

Venue: Windrush Leisure Centre, Witney

Pool

The competition pool is a 6 lane 25m pool with a water depth of 2m at the deep end reducing to 1m at the shallow end. Turning flags will be placed at both ends of the pool. Swimmers are NOT to enter the small pool at any time.

Parking

Parking at the Windrush Leisure Centre is limited. If you are unable to park at the Windrush Leisure Centre, please DO NOT park on the double yellow lines or block the car park. Alternative parking is available within a 2-minute walking distance at the Woolgate Shopping Centre (Waitrose), Witney.

WITNEY & DISTRICT SWIMMING CLUB

Affiliated to Swim England Southeast & Oxfordshire and North Buckinghamshire (ONB) A.S.A.



Changing rooms

Please note the leisure centre and the changing facilities are open to the general public during the meet. Entry to the changing rooms for swimmers will be at an allocated time to allow time for public to leave the area. Swimmers should use changing cubicles and not use of single sex changing area.

Swimming/Spectator Area

For the purpose of this meet, Team Managers (TMs) will be responsible for the conduct of their swimmers. It is therefore expected that TMs will remain with their swimmers at all times. The following requirements should be brought to the attention of competitors, team staff and spectators:

- Swimmers will either be situated around small or main pool areas. Only small bags may be brought poolside due to limited space.
- Fire exit doors must not be blocked.
- Entry to the swimmers' area is through the changing village and onto poolside.

It should be noted that no-one will be permitted into the changing village, poolside or swimming/spectator seating area until the Promoters and/or Meet Referee are satisfied that Health and Safety Rules have been met in full.

Cost of spectator entry

The cost of entry per adult will be £3.50. Children admitted at £1.00. There will be no printed programme; the programme will be emailed out in advance to clubs. Spectators must sit in the viewing gallery.

Lockers

Are available in the changing village (£1 coin operated-refundable) as no valuables should be left unattended. Please do NOT use the single sex changing rooms. The Promoter cannot accept liability for any loss or damage that may occur. Officials are to use the dry side changing rooms (padlock needed).

Photography/Filming

In accordance with Swim England Wavepower Child Safeguarding Policies and Procedures any parents or carers of swimmer under the age of 18 who wish to take photographic or video images are requested to focus on their own child as much as reasonably possible and to avoid including other children in those images, particularly if those images are being shared with family and friends through social media platforms. We request that all photographs for publication must observe generally accepted standards of decency. All attendees, including swimmers, spectators, coaches, parents, helpers, and officials are required to follow the guidelines and are requested not to obstruct swimmers, coaches or officials on poolside.

The use of any mobile phones in the changing village IS NOT PERMITTED.

WITNEY & DISTRICT SWIMMING CLUB

Affiliated to Swim England Southeast & Oxfordshire and North Buckinghamshire (ONB) A.S.A.



Please advise the Promoter in writing when submitting entries of any exceptional circumstances that require to be taken into consideration regarding the use of photography/filming during the Meet. The Promoter then has the right to change the Promoter Conditions to deem no photography/filming allowed throughout the Meet if there is a safeguarding concern. This possible change to the Promoters Condition will be emailed out to clubs with the accepted entries to inform them. If a club informs the Promotor of such circumstances after the club entry has been submitted then there may not be enough time to make this change to the Promoters Conditions to inform clubs.

Entries

All team entries are required to be submitted electronically using the Hy-Tek Team Manager software or TM Lite software. The Hy-Tek File will be exported to you on confirmation of your intention to attend from promoterwdsc@gmail.com. *Please be aware that any swimmer's details entered incomplete or incorrectly on the Hy-Tek file will prevent their times being updated by Rankings.* Clubs will receive a summary of their entries after acceptance. Please ensure you check this for accuracy.

The Promoter reserves the right to reject entries if events are oversubscribed, and also reserves the right to cap the more popular events, if required for safety reasons. After the closing date, should the meet or a specific event be oversubscribed, the fastest swimmers in each age group may need to be rejected as this is a development meet. **Accepted entries will be confirmed after the closing date.** For all entries, please supply a club email address to enable us to return your acceptance/rejections and any other information as required. The Promoter's decision is final.

The **closing date for entries is Sunday 14th December 2025**. All swimmers wishing to enter this meet must be registered with Swim England and **age will be as at date of the Open Meet – 11th January 2026** (Minimum age of 8 years on date of event).

Submitted times must not exceed the upper limits. NTs (no times) are accepted. All events will be swum in combined age groups seeded on entry times.

No entries will be accepted after the closing dates (including replacement entries on the day). Refunds will be given to Hy-Tek Meet Manager entries due to medical reasons with a doctor's note only (within 1 week of the event) and not to invalid or incorrect entries or if you withdraw after the closing date.

Transgender policy

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. The Open/Male category is for birth sex males, trans or non-binary swimmers and any swimmer not eligible for the Female category.

WITNEY & DISTRICT SWIMMING CLUB

Affiliated to Swim England Southeast & Oxfordshire and North Buckinghamshire (ONB) A.S.A.



Payment

Cost per individual entry is **£8.00 per event**. Block payment is preferred by bank transfer to:

Lloyds Bank

Account Name: Witney & District Swimming Club

Sort Code: 30-99-78

Account Number: 01218682

Please reference bank transfer with: **"clubname Jan26"**

Bank transfers should only be made once you have received confirmation of your accepted entries. Please send confirmation of bank transfer to:

promoterwdsc@gmail.com and treasurerwdsc@gmail.com

Data protection

All data relating to the entry and results processing will be held on computer using the Hy-Tek Meet Manager system software. Results of the meet will be submitted to swimmingresults.org Results Uploader within five working days for the purposes of ranking. Swimmer entries will be managed on a computer. By submitting entries, consent is thereby given, as required by the current regulations, to the holding of personal information on computer. Personal data will be available for inspection during the meet upon request.

Running of the meet

- Entry to poolside for swimmers and coaches/TMs will be **c.12.40pm**.
- There will be three warm-ups between **12.50pm** and **1:35pm**.
- Racing will start at **1.40pm**.
- We will not be issuing cards.
- We will be doing an active withdrawal system. It will be assumed that all competitors are competing unless the Team Manager/Coach informs the Promoter on the meet desk by **12.30pm**.
- It would be appreciated if the Promoter is notified of withdrawals by midday on **Saturday 10th January 2026**.

Warm-up

Lanes will be allocated per age groups. Coaches/Team Managers are responsible for own swimmers in warm up. For each warm-up, there will be 15 minutes' continuous swim with the use of sprint lanes from deep end - swimmers must swim whole 25m and exit pool at shallow end.

Competitive start

Only swimmers who have reached the standard of the Swim England competitive start award may dive off the starting blocks. Those who have not achieved it must either dive from the side or start in the water. Over the top starts may be used at the discretion of the promoter and referee to maintain the scheduled timing of the events.

WITNEY & DISTRICT SWIMMING CLUB

Affiliated to Swim England Southeast & Oxfordshire and North Buckinghamshire (ONB) A.S.A.



Poolside access passes

Coach/Team Manager passes for the meet will be £5.00 per person, to include heat sheets and refreshments. All results will be sent to clubs, electronically, at the end of the competition. All clubs are expected to follow the Swim England Wavepower guidelines on Coaches/Chaperones to swimmers' poolside ratio. It is the responsibility of the attending clubs to ensure that all Coaches/Chaperones have an up-to-date DBS check and wear their passes at all times when on poolside. Every person on poolside at any time must be a registered member of Swim England, Swim Scotland or Swim Wales.

Poolside officials

Since the Invitational Meet will require many helpers, all clubs entering are requested, if possible, to supply qualified officials – a link will be sent out to clubs to sign up to officiate. Our Officials Co-ordinator will contact you nearer the event with confirmation of your role. Refills of water will be provided for all officials and poolside helpers for their water bottles.

Race marshalling

All swimmers must report to the W&DSC Competition Stewards when instructed to do so by each club's Coaches/TMs. Any competitor not reporting on time may miss their swim.

General

Welfare Officer

There will be an allocated W&DSC Welfare Officer in attendance. They will monitor swimmer behaviour and deal with any welfare issues that are reported to them before, during and after the session.

Extra

Where events are not covered by the above Conditions, they will either be referred to the Meet Referee for a decision on technical issues or to the Promoter. The outcome of any decision will be based on Swim England Law or Technical Rules or in the spirit of fairness and equity and will be announced accordingly.

- * The Referee will operate over the top starts in the interest of saving time.
- * The Promoter reserves the right to refuse admission to any spectator, swimmer or coach.
- * The Promoter reserves the right to remove, from the competition, a swimmer who displays unacceptable behaviour or language.
- * Any person abusing a member of the open meet team either verbally or via email will cause their club to be rejected from any future W&DSC open meets.
- * W&DSC do not accept any responsibility for HyTek files that are entered incorrectly.
- * W&DSC are not responsible for any swimmers from other clubs.
- * Any situation not covered by the above Rules & Conditions will be handled at the discretion of the Promoter.

WITNEY & DISTRICT SWIMMING CLUB

Affiliated to Swim England Southeast & Oxfordshire and North Buckinghamshire (ONB) A.S.A.



PLEASE SEND YOUR TEAM ENTRY FILE/SUMMARY REPORT TO:

promoterwdsc@gmail.com

PLEASE SEND CONFIRMATION OF BANK TRANSFERS (ONCE ENTRIES ARE ACCEPTED) TO:

promoterwdsc@gmail.com and treasurerwdsc@gmail.com