LEICESTERSHIRE COUNTY AGE GROUPS & CHAMPIONSHIPS 2027
Licence Level 2

CHAMPIONSHIP INFORMATION & CONDITIONS

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1) General Information

a) **Promoter:** Jenny Baldwin, LASA Event Manager, Leicestershire & Rutland ASA (LASA) Executive Committee.

b) License: Level 2, granted by SE East Midlands Region, for entry to SE National & Regional Championships, one for each Competition weekend

c) **Prevailing Rules**:

- This championship is swum under Swim England Regulations & Technical Rules
- Acceptance of entries and eligibility of awards is subject to the rules and bylaws of Leicestershire and Rutland ASA**.**

d) **Meet Manager**: The Promoter or a person appointed by the Promoter

e) **Enquiries to**: promoter@leicestershireasa.org

f) **Lead Referee:** Appointed by Meet Manager**;** for 2027 Gez McLoughlin is appointed

g) **Dates & Venues**:

23rd & 24th January 2027	at Braunstone LC	**2EM270256**
30th & 31st January 2027	at Braunstone LC	**2EM270257**
6th & 7th February 2027	at Braunstone LC	**2EM270258**

h) **Eligibility:**

- Swimmers must be members of a Club affiliated to LASA and may enter under one club only.
- Any club changes after the closing date must be notified to the Meet Manager via promoter@leicestershireasa.org
- Swimmers who are members of the City of Leicester SC cannot enter under the name of that club but must use their base club.

i) **Schedule:** The schedule of events is published on the website

j) **Key Dates:**

Entry Closing Date:	22nd December 2026 – midnight
Accepted/Rejected release date	2nd January 2027
LASA Invoice Date to Clubs	8th January 2027
Payment Date by Clubs	15th January 2027

k) **Organisation:** The Meet Manager, on behalf of the Promoter, will own all enquiries and be responsible for matters of organisation from the closing date until the last session of the competition.

l) **Club Co-ordinator:** All clubs must appoint a Club Co-ordinator who will be the single point of contact between LASA and Club

m) **Health & Safety:**

- The Lead Referee along with the Centre staff are responsible for all aspects of health & safety and fair play in all areas hired by LASA.
- The Hirer's facility conditions will supersede LASA's where required.
- The Competition can be halted at any time if there are perceived risks to health and safety or fair play with regards to Competitors, Coaches, Officials, Staff, Volunteers and Spectators.

n) **Website:** All references to the Website means www.leicestershireasa.org
All information is available on the website

o) Any question arising for which these conditions do not provide shall be determined by the Promoter**.**

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2) Entry Information

a) **Entry Fees:** £8.00 per event for all 50m/100m/200m/400m Events**.**
£11.00 per event for 800m/1500m events.

b) **Entry Closing Date:** Midnight **22nd December 2026**

c) **Entry Times:**

- Must be achieved between **1st January 2026** and the **entry closing date**
- Must be achieved at Licensed Level 1,2,3 or 4 Event and appears on SE Rankings, with the exception of Disability Swimmers – see below
- Must meet the County Entry Times as published on the website
- The entry programme selects the best time which may be a converted time
- Accepted Entry is subject to the following statement: "Swimmers with LASA County Entry Times will be accepted first into events based on fastest submitted times by each Age Group based on space and time schedule availability".
- Additionally, if places become available on the day they may be offered to notified reserves not initially accepted but had a qualifying time.
- Disability swimmers will be accepted for those events for which they have a time on the Rankings database. If they have no time to submit then the entry must be sent to and sanctioned by the Promoter – See section 3(e)
- Entries will be seeded on submitted times, the slowest time swimming first. Disability swimmers will compete in the appropriate time ranked heat.

d) **Swimmers Age:** All ages based on age at 31st December 2027;
Minimum age: 10 at 31st December 2027

e) **Age Groups:** **Competition Age Groups** for Awards are**:**
10/11 yrs; 12 yrs; 13 yrs; 14 yrs.; 15 yrs; 16/17 yrs; 18 yrs & over
Championship Ages for awards are:
Junior – under 16 years; Senior – 16 and over; Open – 10 and over
LASACAT Age Groups for Awards are:
10 yrs,11 yrs & 12 yrs

f) **Rejection:**

- The entry programme automatically selects the swimmers best time which may be converted. Times that are outside the published entry times will automatically be rejected and not included in the entry file.
- Should the Meet be oversubscribed the Promoter reserves the right to reject the slowest competitors considering the age groups and overall length of each session.
- All rejected entries will be listed by CLUB and published to the website.
- Swimmers on the rejected list may be added to a reserve list, by the Club, for the rejected Event. Should a withdrawal happen on or before the day of the rejected event. The Club's Co-ordinator will be contacted, and reserves invited to swim, subject to payment to the recorder's desk prior to the start of warmup for the session (i.e.no payment, no swim).

CHAMPIONSHIP INFORMATION & CONDITIONS

3) Entry Method & Payment

a) Entry is via the swimmers recognised base club only**.**

b) Clubs must use the Sportsys Entry File, supplied by LASA and upload the completed file to LASA via the link supplied to Club Co-ordinators, before the Closing Date

c) Clubs must verify entries with their members, making any corrections before submitting the file to LASA; there will be NO AMENDMENTS ACCEPTED once the file is received by LASA

d) No paper nor individual entries accepted except for Disability Swimmers

e) Disability Entries and Certificates of Exception:

- For Swimmers with a registered British Swimming Classification their entry should be submitted online via Sportsys, For swimmers who are on the official waiting list their entry MUST submit on the Official Disability Entry Form; this form is accessible on the LASA website and can be completed online or it can be downloaded and printed for a paper submission.
- A Certificate of Exception will be accepted. Application forms are accessible on the LASA website
- Entry Forms completed online are automatically sent to the Promoter; paper forms must be emailed to:

  Meet Manager
  entries@leicestershireasa.org
- SE Certificates of Exception must be shown to the Lead Referee **before the commencement of the Warm Up** of all sessions the swimmer is participating in these Championships.

f) Payment is via the Club to LASA on receipt of a LASA Invoice. Payment, as detailed on the invoice, is required by the Payment Date

4) Health Declaration

a) It is the Club's responsibility to inform the Promoter, in confidence, of any medical condition that could affect the participation of a Club swimmer,

b) Notification of medical conditions, including any reasonable adjustments that may be required and a copy of any Risk Assessment in place can by submitted online via the Website or emailed to:

Meet Manager
promoter@leicestershireasa.org

5) Use of Mobile Phones

a) MOBILE PHONES AND DEVICES MUST NOT BE USED UNDER ANY CIRCUMSTANCES IN THE CHANGING AREA, including the making or receiving of phone calls and the sending or receiving of any text messages.

b) All mobile phones and devices MUST BE IN A BAG or POCKET AT ALL TIMES while in or passing through the Changing Area, i.e. they must not be carried in the hand

c) Mobile phones may be used poolside for the personal games or music through headphones only. They may not be used for taking photographs or for videoing.

d) Any breach of this rule will be reported to the designated Welfare Officer, LASA Promoter, Club personnel and the facility management and will result in suspension from the event

whilst the incident is investigated and may ultimately result in the individual being ejected from the Competition.

e) Leisure Centre rules apply outside of the Poolside and Changing areas.

6) Photography & Videography for Higher Educational Needs

a) There is STRICTLY NO PHOTOGRAPHY OR VIDEOGRAPHY (with two exceptions – see below) from or in any area hired for the event; this includes Poolside, Spectator Balcony, Changing Village and any area of the Sports Hall used for the event. There are two exceptions:
   - Presentations
   - Videoing for Higher Education Needs

b) Anyone in breach of this rule will be ejected and excluded from the Championship.

c) Braunstone Leisure Centre will permit photography within the Foyer Area but anyone wishing to use this area must sign in at their Reception Desk

d) Photography of presentations is permitted and will be carried out by a LASA appointed person; Team Managers or Coaches are also permitted to photograph presentations to their swimmers.

e) It is the Club's/Parent's responsibility to remove anyone not wishing to be photographed

f) Requests for videoing for Higher Education Needs must be submitted to the promoter:
   - Swimmers must complete the online form, available on the website, by 16th January 2027.
   - Evidence of the need from the requesting body (e.g School letter) must be attached
   - If request is granted Videoing must be carried out by Club Coach or Team Manager already on poolside; no parents will be allowed poolside for the sole purpose of videoing
   - Coloured wrist bands will be issued to Coach/Team Manager for each session for each request granted.

7) Poolside Personnel & Accreditation

a) LASA will notify Clubs Co-ordinators of their Clubs quota of poolside personnel for each session based on the number of swimmers and in accordance with SE Supervision Guidelines. The names of personnel appointed to each role and session must be entered and the completed file uploaded to LASA via the link provided to the Club Co-ordinator by the Tuesday prior to each weekend.

b) All Coaches, Team Managers and Chaperones must apply for and wear an Accreditation Pass at all times.
   - Passes are purchased at £1/pass (£2 for late application) via SE Members Options. You must hold a valid appropriate Qualification, Enhanced DBS and Safeguarding certificate and have uploaded a passport style photograph for the application to be successful.
   - Passes will be printed by LASA and will change for each weekend.
   - Passes will be available for collection at the start of each session from the Accreditation Desk. Even if attending all sessions of a day/weekend you are expected to register your presence at the start of each session.
   - The Accreditation does not give automatic entry to the Spectator Gallery; fees will need to be paid to spectate.

8) Volunteer Helpers & Officials

a) Applications to Officiate or help at these Championships are submitted via Swim-Meets selecting the Officiate or Volunteer options and completing the necessary information
b) Officials' roles and Referees Briefing Notes will be published on the website. Licenses or trainee passes must be worn at all times while on poolside.
c) Volunteers will be notified of the roles they will be fulfilling. Passes will be issued and must be worn at all times while on duty and can be collected from the Accreditation Desk at the start of each session.
d) Passes to be returned to the Accreditation desk at the end of each session.
e) The pass/licenses do not give automatic entry to the Spectator Gallery; fees will need to be paid to spectate.

9) Spectators

- Session Pass**:** Adults £5.00 per session
  Concessions £3.00 per session (0ver 65 and children under 16)
- Seating and entry is subject to the seating limits at the respective venue
- The spectator area will be cleared between sessions and admission for all sessions is on a first come first served basis
- Weekend programmes will be downloadable from the website: www.leicestershireasa.org approximately 3 days prior to that weekend (N.B. programme availability is not part of the spectator entry fee).
- All spectators must comply with Codes of Conduct, Use of Mobile Phones and the Photography rules & conditions

10) Withdrawals & Refunds

a) **WITHDRAWALS**:

- Withdrawals should be notified electronically by submitting the online withdrawal form found on the website prior to the session and no later than 15 minutes before the Warm-up of each session.
- Once withdrawn a swimmer cannot be reinstated.
- Withdrawal enquiries to withdrawals@leicestershireasa.org

b) REFUNDS:

- Refunds may be requested where a withdrawal is based on medical grounds.
- Refund request on Compassionate Grounds will be considered sympathetically by the Promoter
- A withdrawal must have been notified and the Refund Request form completed.
- The Refund Request form is found on the website and must be completed electronically and submitted online, including the uploading of an independent medical note.
- The Promoters decision is final
- Refund enquiries to refunds@leicestershireasa.org

11) Heats & Finals

a) General

- A secondary strobe will be available
- Over the top starts may be used at the discretion of the Promoter and Lead Referee.

b) **Heats**

- Events will be Heat Declared Winner (HDW) except for 50m & 100m events where finals will be held; see finals below.
- HDW Events will have the last three heats spearheaded.
- Events with Finals will have the last three heats cyclically seeded

c) Finals:

- For 50m and 100m events Finals will be held for each Competition Age Group
- The names of Finalists and Reserves will be announced and published on completion of the heats.
- Notification of swimmers, including reserves, NOT intending to swim a final MUST be made to the Recording Desk, by the swimmer. Coach or Team manager within 10 minutes of the Announcement.
- Withdrawals from a final after the 10 minute deadline can only be made on medical grounds.
- Once withdrawn a finalist cannot be reinstated.
- Lanes will be spearheaded.
- Where a reserve is brought into a final as a result of a declared withdrawal the Final will be re-seeded. Where a reserve is brought in at short notice the swimmer will occupy the spare lane.
- NB: Qualifying for the Championship Awards is dependent on competing in the final; see Awards

12) Awards & Presentations

a) Age Group Awards

- All Age Group Awards will be determined from results from the Finals and from the heats for all HDW events.
- Any swimmer qualifying for a Final must compete in that final to qualify for an award.
- Medals are awarded to the first three in every event and each age group specified in the Age Group section above and for which they are eligible to swim
- Medals are collected from the Medals Table during the Competition. Uncollected medals will be made available to a club representative after the last weekend of the Championships
- Medals will be awarded to the top three placed disability competitor in every event. Placings shall be determined on a multi-disability basis for the three swimmers in each gender who are nearest to the World Record within their own classification

b) Perpetual Championship Awards

- All Open, Senior and Junior Champions will be determined from results from the Finals and from the heats for all HDW events in all events of 200m or longer.
- Any swimmer qualifying for a Final must compete in that final to qualify for an award
- Presentations of Trophies will be made during the Championships.

c) LASACAT Awards

- The LASACATS Awards are presented to the top 10 swimmers in the age groups for Open/Boys & Girls based on accrued World Aquatics points from the best *heat* swims within each of the following event categories:
  Best Sprint - 50m Freestyle, Backstroke, Breaststroke, or Butterfly
  Best 100m - 100m Freestyle, Backstroke, Breaststroke, or Butterfly
  Best Form – 200m Backstroke, Breaststroke or Butterfly
  Best Distance - 200m, 400m, 800m or 1500m Freestyle
  Best IM - 100m, 200m or 400m
- Swimmers may compete in as many events as they wish. Points are not cumulative; the swim with the greatest points score in each category will be summed to determine the overall total.
- Disqualification or not competing in a category will not disqualify a swimmer from being considered for an award. The points scored for that swim will remain at zero.

d) Other Championship Trophies

- **Charlie Dilkes Trophy (Male/Open & Female)**
  Swimmers aged 13/14 years who compete in the 200m Individual Medley and all 4 100m events (back, breast, butterfly & free) to qualify. The highest cumulative World Aquatics (FINA) Points earned from the faster of heats or finals will determine the winner.
- **Chris White Trophy (Male/Open & Female):**
  Swimmers aged 15 & over who must compete in the 200m Individual Medley and all 4 100m events (back, breast, butterfly & free) to qualify. The highest cumulative World Aquatics (FINA) Points earned from the faster of heats or finals will determine the winner.
- **Centenary Trophy (Male/Open & Female):**
  Presented to the Club with the most World Aquatic (FINA) points from swimmers placed in the top three positions in all Junior & Senior Championship events.
- **Frank (Male/Open) & Edna (Female) Warner Trophies**:
  Presented to the swimmers competing in all 4 50m events with the lowest aggregate times achieved from the faster of heats or finals.

e) Presentations and Collection of Medals

- Age Group Medals may be collected from the Medal Table during the competition. Any unclaimed medals will be made available to a club representative after the last weekend of the Championships
- All Championship Trophies will be presented during the competition
- All Perpetual Trophies will be presented at the end of the final session of the Championships.
- LASACAT Trophies will be presented to the winners after the competition at base Clubs. The LASA President will liaise with the relevant clubs to arrange a date and time.
- Trophy Presentation will be dependent on available time during the sessions. Those not presented will be taken to base club for presentation to recipient after the competition.
- All recipients of trophies must be suitably dressed (ie no swimming costumes), and if not suitably dressed will be requested to do so.
- Any swimmer who is not suitably dressed or does not make themselves available at the required time will not be presented with their award; no substitutes may be used.
- Any trophy not presented during the Championships will be presented to the winners after the competition at base Clubs. The LASA President will liaise with the relevant clubs to arrange a date and time.

13) County Records

All swims at these Championships are eligible for claiming County Records subject to adherence to the rules and conditions for applying for records. These rules can be found on the LASA Website.

14) Code of Conduct

a) The Promoter conducts this Championship in line with Wavepower guidance which is available from on the LASA Website.
b) All persons attending (swimmers, coaches, team managers, volunteer helper, officials) shall further comply with the LASA Code of Conduct which is available on the LASA website.
c) LASA reserves the right to take disciplinary action against any person/s concerned and/or the Club, including ejection and exclusion from the Championships.

15) Dress Code

a) All swimmers must wear their Entry Club's approved kit on poolside and their Entry Club's Swimming Hat or suitably unbranded Swimming Hat (i.e. non-competing Club's Hats are not acceptable).
b) Swimmers must be suitably dressed when leaving Poolside/Changing Rooms. There is to be no changing on poolside, changing rooms **must** be used to change (including from warmup to competition costumes).
c) Swimmers must be suitably dressed (shoes and clothes) in the Spectator and public areas (i.e. swimming costumes only are not considered suitable attire for spectator or public areas).
d) Swimmers and chaperones are advised that in the event of an evacuation of any facility being necessary the competitors must have access to suitable footwear to use and for the pool deck.
e) Clubs should endeavour to ensure swimmers remain on poolside during a session and only enter the spectator area in an emergency
f) Small Poolside Bags only will be allowed to poolside. (Lockers at BLC are 10p refundable.)

16) Data Protection

a) The Promoter uses meet management software to manage entries and results.
b) By submitting and accepting entries to LASA, consent is hereby given, as required by the Data Protection Bill 2018(GDPR), to the holding of personal information on the computer.
c) Certain personal data handled such as name, age, club, recorded and entered times may be made public during or after the meet.
d) All Personal Data will be retained in a confidential manner and access to such Data will be restricted by the Promoter and limited to only those operating the Meet Software in order to process the results

17) Diversity and Inclusivity

a) In accordance with Swim England's request a QUIET Room and a MULTI-FAITH room will be available at both venues once warm up for the first session each day has commenced.
b) Keys to these rooms will be with the Meet Manager or appointed person.

18) Transgender & Non-Binary Competition Policy

. Swim England's transgender & non-binary competition policy has inclusion and fairness at its very heart.
In order for all aquatic disciplines to be enjoyed as a sport, there must be inclusive opportunities for transgender participants to compete. However, it is widely recognised that fairness of competition must be protected and Swim England believes the creation of Open and Female categories is the best way to achieve this.

The categories are designated as:

Female/Girls: The Female category is for birth sex females in accordance with Swim England's Transgender & Non-Binary Competition Policy. By entering the Female category, a swimmer confirms that their birth sex is female. In this Competition entry package the Female category may also be referred to as Girls.

Open/Male/Boys: Athletes with a birth sex of Male, Trans or Non-Binary Competitors and any Competitor not eligible for the Female category. In this Competition documentation, the Open/Boys category may also be referred to as Boys.