



**Plymouth Leander**  
**Last Chance National Qualifier**  
**Level 1 Long Course**  
**Life Centre Plymouth on 11th-12th May 2024**

Held under SE Laws and Regulations and SE Technical Rules of Racing

License No: 1SW240649



## MEET OVERVIEW

- Venue:** Plymouth Life Centre, Plymouth PL2 3DG
- Facilities:**
- 10-Lane 50m pool, ROMA09-TRK starting blocks.
  - 2 Metres throughout and 140mm WA lane lines.
  - Constantly available 2 x 25m swim down pool.
  - Electronic timing & 10-lane lane video display screen.
  - Integrated strobe light on each starting block.
  - On site cafeteria and free parking.
- Meet License:** Level 1
- Entry Times:** Entries must meet the qualifying times for each event.
- Age Groups:** 9 /10 years, 11/12 years, 13/14 years, 15/16 years, 17 years+
- Finals:** A/B Open Finals in 50m, 100m & 200m Events (Except 200m Fly)
- Ages as at:** 31<sup>st</sup> December 2024
- Awards:** Medals to first 3 in all Age Group Events
- Fees:**
- Race Entry Fee £9.00 for all Events (800m + £12.00).
  - Deck entries will incur a £2 supplement per event.
  - Free spectator entry
  - Cheques made payable to PLSA.
  - Electronic Payment: Sort Code: 56-00-63 Account No: 46355588.
  - Free car parking on site.
- Entries To:** Andy Hutchinson at [meets@plymouthleander.com](mailto:meets@plymouthleander.com)  
13 Wolseley Road, Milehouse, Plymouth, PL2 3AA
- Entries Close:** Midnight on Tuesday 30<sup>th</sup> April 2024



## SCHEDULE OF EVENTS

### SATURDAY 11<sup>th</sup> May 2024

Session 1 <u>Warmups to start at 8.15am</u>				
No.	HDW/H	Distance	Event	Sex
3	Heat	100m	Freestyle	Girls
4	Heat	100m	Freestyle	Boys
5	HDW	200m	Butterfly	Girls
6	Heat	200m	Individual Medley	Boys
7	Heat	200m	Backstroke	Girls
8	Heat	50m	Butterfly	Boys
9	Heat	50m	Butterfly	Girls
10	Heat	100m	Breaststroke	Boys
11	Heat	100m	Breaststroke	Girls
Short break before finals				
No.	HDW/H	Distance	Event	Sex
3F	Final	100m	Freestyle	Boys
4F	Final	100m	Freestyle	Girls
12	HDW	800m	Freestyle	Mix
6F	Final	200m	Individual Medley	Boys
7F	Final	200m	Backstroke	Girls
8F	Final	50m	Butterfly	Boys
9F	Final	50m	Butterfly	Girls
10F	Final	100m	Breaststroke	Boys
11F	Final	100m	Breaststroke	Girls
Session 2				
No.	HDW/H	Distance	Event	Sex
13	Heat	200m	Freestyle	Boys
14	Heat	200m	Individual Medley	Girls
15	Heat	50m	Breaststroke	Boys
16	Heat	50m	Breaststroke	Girls
17	Heat	100m	Backstroke	Boys
Short break before finals				
No.	HDW/H	Distance	Event	Sex
18	HDW	400m	Freestyle	Mixed
15F	Final	50m	Breaststroke	Boys
16F	Final	50m	Breaststroke	Girls
17F	Final	100m	Backstroke	Boys
14F	Final	200m	Individual Medley	Girls
13F	Final	200m	Freestyle	Boys

### SUNDAY 12<sup>th</sup> May 2024

Session 3 <u>Warmups to start at 8.15am</u>				
No.	HDW/H	Distance	Event	Sex
19	HDW	200m	Butterfly	Boys
20	Heat	200m	Breaststroke	Girls
21	Heat	200m	Breaststroke	Boys
22	Heat	50m	Backstroke	Girls
23	Heat	50m	Backstroke	Boys
24	Heat	100m	Butterfly	Girls
25	Heat	100m	Butterfly	Boys
Short break before finals				
No.	HDW/H	Distance	Event	Sex
26	HDW	1500m	Freestyle	Mix
20F	Final	200m	Breaststroke	Girls
21F	Final	200m	Breaststroke	Boys
22F	Final	50m	Backstroke	Girls
23F	Final	50m	Backstroke	Boys
24F	Final	100m	Butterfly	Girls
25F	Final	100m	Butterfly	Boys
Session 4				
No.	HDW/H	Distance	Event	Sex
27	Heat	200m	Freestyle	Girls
28	Heat	200m	Backstroke	Boys
29	Heat	50m	Freestyle	Girls
30	Heat	50m	Freestyle	Boys
31	Heat	100m	Backstroke	Girls
Short break before finals				
No.	HDW/H	Distance	Event	Sex
32	HDW	400m	Individual Medley	Mix
29F	Final	50m	Freestyle	Girls
30F	Final	50m	Freestyle	Boys
31F	Final	100m	Backstroke	Girls
27F	Final	200m	Freestyle	Girls
28F	Final	200m	Backstroke	Boys



## QUALIFYING TIMES

Female									
Age	9	10	11	12	13	14	15	16	17+
50m Free	Open	Open	Open	Open	Open	Open	Open	Open	Open
100m Free	01:34.4	01:34.4	01:23.8	01:14.6	01:09.6	01:06.6	01:04.6	01:03.5	01:03.5
200m Free	03:31.5	03:31.5	03:04.9	02:43.0	02:32.5	02:25.4	02:20.7	02:20.7	02:20.7
400m Free			Fastest 40 swimmers						
800m Free			Fastest 30 swimmers						
1500m Free			Fastest 20 swimmers						
50m Breast	Open	Open	Open	Open	Open	Open	Open	Open	Open
100m Breast	02:05.5	02:05.5	01:49.3	01:38.8	01:32.1	01:27.9	01:25.4	01:22.8	01:22.8
200m Breast	04:50.3	04:50.3	03:55.8	03:31.9	03:18.7	03:11.0	03:05.2	03:07.7	03:01.7
50m Fly	Open	Open	Open	Open	Open	Open	Open	Open	Open
100m Fly	02:35.0	02:20.0	02:00.0	01:32.5	01:21.2	01:17.4	01:15.8	01:12.4	01:12.4
200m Fly			Fastest 40 swimmers						
50m Back	Open	Open	Open	Open	Open	Open	Open	Open	Open
100m Back	01:48.5	01:48.5	01:33.4	01:24.9	01:19.5	01:14.8	01:12.5	01:11.0	01:11.0
200m Back	04:40.0	04:40.0	03:20.5	03:02.3	02:49.9	02:43.1	02:38.0	02:36.2	02:36.2
200m IM	04:23.8	04:23.8	03:32.1	03:05.6	02:52.5	02:44.2	02:41.5	02:37.6	02:37.6
400m IM			Fastest 40 swimmers						

Open/Male									
Age	9	10	11	12	13	14	15	16	17+
50m Free	Open	Open	Open	Open	Open	Open	Open	Open	Open
100m Free	01:39.5	01:39.5	01:26.9	01:15.9	01:10.0	01:04.4	01:00.5	00:58.0	00:58.0
200m Free	03:50.1	03:50.1	03:14.9	02:44.9	02:32.9	02:20.8	02:14.4	02:07.6	02:07.6
400m Free			Fastest 40 swimmers						
800m Free			Fastest 30 swimmers						
1500m Free			Fastest 20 Swimmers						
50m Breast	Open	Open	Open	Open	Open	Open	Open	Open	Open
100m Breast	02:11.0	02:11.0	01:55.2	01:42.3	01:34.1	01:24.7	01:19.4	01:16.3	01:16.3
200m Breast	04:57.2	04:57.2	04:13.1	03:39.8	03:25.7	03:04.0	02:55.5	02:52.7	02:52.7
50m Fly	Open	Open	Open	Open	Open	Open	Open	Open	Open
100m Fly	02:40.0	02:30.0	02:02.0	01:32.2	01:28.4	01:15.5	01:10.4	01:07.0	01:07.0
200m Fly			Fastest 40 swimmers						
50m Back	Open	Open	Open	Open	Open	Open	Open	Open	Open
100m Back	01:52.0	01:52.0	01:40.1	01:26.9	01:21.3	01:14.6	01:10.3	01:06.2	01:06.2



200m Back	04:21.6	04:21.6	03:47.2	03:06.5	02:55.0	02:40.1	02:32.1	02:26.5	02:26.5
200m IM	04:23.8	04:23.8	04:06.2	03:09.1	02:58.5	02:39.4	02:33.2	02:25.2	02:25.2
400m IM				Fastest 40 swimmers					

## MEET CONDITIONS

### General

1. The event will be held at the Plymouth Life Centre on 11th and 12th of May 2024.
2. The event will be held under [Swim England Laws and Regulations and Swim England Technical Rules of Racing](#).
3. The meet will be run under **Level 1** conditions.

### Competitors

4. All British swimmers must be registered. All swimmers must be members of a club affiliated to the Swim England, Swim Wales or Scottish Swimming and registered as Cat 2, or the relevant national governing body if this is not one of the above.
5. Competitor’s age groups shall be defined as at 31st December 2024, competitors must be at least 9 years old by the last day of the event (12th May 2024).
6. A competitor may enter all events (subject to Condition 7) in his/her age group - see separate age group qualifying times attached.
7. 9 & 10 year old competitors may NOT swim 200m fly, 400m, 800m or 1500m events. (11 years may not do 400m IM also)

### Oversubscribed Conditions

8. If the meet is oversubscribed the following criteria will be applied:
  - i. 1500m will be limited to 4 heats and the 800m will be limited to 6 heats.
  - ii. 400m events and 200m fly will be limited to 8 heats.
  - iii. Accepted entries will be chosen based on fastest swimmers first and scratches/reserves will be proportionately cut across the entry age bands depending on numbers per age.
  - iv. Mixed gender events to be evenly scratched by gender and then by entry age group.

### Swim England’s Transgender and Non-Binary Competition Policy

9. In line with Swim England, 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.

### Entries

10. For entry to this meet, times will only be accepted with actual times from British Rankings or recognised International Rankings. This should be from Level 1–4 events.
11. Times must be fastest long course time or short course converted to long course – whichever is the faster.

### Para-Swimmers

12. Para-swimmers will be accepted, and all classes of swimmers will swim together in inclusive events.



13. All competitors must have a recognised World Para-Swimming Classification, British Swimming classification. INAS-FID or British Blind Sport Classification, held on the Swim England Database at the time of entry.
14. There are no qualifying times for the events, but the entries manager should be notified when entries are submitted that the swimmer is under a multi-classification. Please notify our entry manager on [meets@plymouthleander.com](mailto:meets@plymouthleander.com)
15. Para-Swimmers will be placed in a heat appropriate to their entry time within the conditions of the Level 1 qualifying criteria.
16. A secondary strobe should be available throughout the competition, any competitor who needs to use it should notify the referee prior to the start of the session.

#### Awards

17. All awards will be Heat-Declared Winners (HDW). Awards will be given in age group bands: 9/10 years, 11/12 years, 13/14 years, 15/16 years and 17 +years.
18. Medals will also be awarded to the first three places in the A finals.

#### Heats

19. Heats will be seeded fastest to slowest, with all heats spearheaded.

#### Submission of Entries

20. Entries of 5 or less swimmers from the same club may be made using the official meet individual entry form, however there will be a £1 supplement per race. Unless arranged and agreed in advance with the promoter, entries not adhering to this condition will be rejected without consideration.
21. Clubs are responsible for their swimmers' entries. After publication of accepted entries or the programme, if a club notes an error on an entry from their submission, the promoter cannot guarantee that the swimmer will then be able to swim the preferred event or in an appropriate heat.
22. If events are under-subscribed acceptance of additional entries will be at the promoter's discretion. These will be offered after the competition's closing date for entry, however these competitors must still enter within the stated qualification times and will be accepted on the fastest entries first rule, by age group.
23. A system of deck entries will operate however extra swims will be slotted into empty lanes if space is available and the events will not be re-seeded. The deck entries must meet the conditions of the meet, including point 5 and 6 and must be in by the beginning of the warmup of each session. Cost of late or deck entries will have a £2.00 supplement per event.
24. If the number of entries received for the meet becomes untenable, the promoters reserve the right to limit the number of entries accepted to enable the competition to meet Swim England licensing requirements. Any deletions made will be slowest first and proportionate and will endeavour to ensure an equal balance of swimmers across the age groups and events.
25. The meet promoter will check entries against the British Rankings where it is felt that a swimmer may be submitting a faster time to gain entry to this meet. Falsely entered times could result in the athlete being scratched from the specific race(s) affected without refund of fees.

#### Overseas Clubs

26. The promoter reserves the right to guarantee entries of up to a maximum of two clubs and not exceeding a total of 400 entries, where booking of flights is required to travel to and from the event. All entries must meet published qualifying times, proof may be requested. This will be on



a first come first served basis and application must be by email to the promoter on [meets@plymouthleander.com](mailto:meets@plymouthleander.com). The promoter strongly recommends that no travel arrangements are confirmed until the club receives a written confirmation of entry.

### Refunds

27. No refunds for entries will be given after the entries have been processed, except in the case of:
  - i. A swimmer being subsequently selected to swim for their country on the same day.
  - ii. The production of a doctor's note confirming the athlete is unfit to compete.
28. All refunds will be made via the club who submitted the entries.

### Data Protection

29. Plymouth Leander Swimming uses IT to manage entries and results. By submitting and accepting entries to the meet consent is hereby given, as required by the Data Protection Act 2018, to the holding of personal information on computer. Personal data handled such as name, club, year of birth, recorded and entered times may be made public during or after the meet. 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 to process results. All supporting paper entry details will be destroyed within 3 months of the completion of the meet results.

### Poolside Conduct

30. Competitors must report to the stewards in the marshalling area at least four heats prior to their own where they will be given their start order. Any swimmer not reporting may be deemed to have withdrawn from that event, and their lane space offered to a reserve swimmer.
31. On acceptance of entries, the swimmer and any supporters agree that their behaviour will be of an appropriate and respectful manner, abiding by the rules of the competition and venue. Failure to do so could result in removal from the meet.
32. Swimmers and visitors are required, to abide by the rules set out in the Pool Operating Procedures and/or the Normal Operating Procedures & Emergency Action Plan for the facility hired for the meet.
33. Changing on poolside is forbidden and the changing village must be used. Team managers and coaches are expected to enforce this rule. Any swimmer found changing poolside may be disqualified from further events.

### Pool Safety

34. Any swimmer unable to execute a safe dive from the starting blocks into shallow water, are reminded that they should start from the side of the pool.
35. Diving is strictly prohibited in the swim down pool.
36. Meet participants must help to maintain a high standard of health and safety by not blocking stairways, emergency exits and walkways with bags and should report any issues immediately to a member of the pool staff or to the meet promoter. Competitors are reminded that sensible footwear should always be worn when away from the pool deck.
37. No large bags are permitted poolside. Lockers must be used for all swim bags – only small food bags will be permitted on poolside – together with swimmers' poolside footwear, club shirt, towel, and water bottles.
38. The promoter does not accept responsibility for any property. Lockers are available in the



changing village or main corridor and should be used for the safe keeping of all belongings.

### Safeguarding

39. Plymouth Leander follow the new [Swim England Wavepower](#) guidelines 2024.
40. To support all visiting local and club swimmers, as well as Child Safeguarding criteria, Plymouth Leander reserves the right to designate seating within the viewing balcony for swimmer use, visitors and parents are kindly requested not to occupy designated seating.

### Poolside Passes

41. All Clubs will be permitted to purchase up to 3 coach passes per club (regardless of entrant numbers) and one additional coach pass per 10 athletes over 30 swimmers. Coach passes will not be sold on the day. Admission to pool deck will be refused to non-pass holders.
42. Passes will only be processed after receipt of the requested DBS Information detailed on the application form.
43. Any parent of a swimmer attending without their club wishing to chaperone their child must also be DBS checked to purchase a pass. Coaches and team staff MUST wear badges provided. Plymouth Leander will NOT be responsible for any unaccompanied swimmers on poolside, the responsibility falls on the club entering the swimmer.

### Spectators

44. Spectator entrance shall be free.

### Miscellaneous

45. Any point not covered by these conditions will be at the discretion of the meet promoter. Depending upon the situation, the meet promoter or referee's decision respectively will be final.





## Individual Entry Form (Paper Version)

PLEASE COMPLETE IN BLOCK CAPITALS – PHOTOCOPIES ACCEPTED BUT SIGNATURES MUST BE ORIGINAL

Club:					
Surname:		First Name:			
Date of Birth:		Age as of 31st Dec 2024:		M/F	
Address:					
Contact Number(s):					
Email address					
SE Number		Para Swimmer:		S Class:	
Event:		Entry time:		Event:	
50m Freestyle				50m Breaststroke	
100m Freestyle				100m Breaststroke	
200m Freestyle				200m Breaststroke	
400m Freestyle				50m Backstroke	
800m Freestyle				100m Backstroke	
1500m Freestyle				200m Backstroke	
50m Butterfly				200m IM	
100m Butterfly				400m IM	
200m Butterfly					
Total No. of entries:		Description:		Cost per event:	
		Individual Entries		£10	
		Long Distance Events		£13	
				Amount due:	
Cheques Payable to PLSA. Entries Close 30 <sup>th</sup> April 2024. Electronic Payment Account Details: Sort code: 56-00-63. Account No.: 46355588					
Please Tick:		Cheque:		BACS:	
I declare that: (i) The above details are correct; (ii) I understand and accept the Meet conditions; and (iii) I am eligible to compete in accordance with SE Regulations					
Signature of Competitor:					
Signature of Parent: (if under 18 years)					



## Team Entry Summary Sheet

- Payments via BACS to PLSA Sort Code: 56-00-63 Account No: 46355588.
- The Hytek entry file for this meet will be available on request to Andy meets@plymouthleander.com. We would appreciate this method of entry.

<b>Club:</b>			
<b>Club Contact:</b>			
<b>Email Address:</b>			
<b>Entries</b>	<b>Quantity</b>		<b>Sub Total</b>
<b>Female Entries:</b>		@ £9.00	£
<b>Female Entries:</b>		@ £12.00	£
<b>Open/Male Entries:</b>		@ £9.00	£
<b>Open/Male Entries:</b>		@ £12.00	£
<b>Total No. Entries:</b>		<b>Total Cost of Entries</b>	£
<b>Coaches/TM Passes</b>		1 day @£12:00 2 Day @£20.00	£

### Coaches/TM Pass DBS Information (Passes will not be processed without this information)

Name	Position	Disclosure Number	Expiry Date	SE Membership No.

If you are submitting electronic entries by email, please include a printout of this form.

***I certify that all the above details are correct and that our Club understand and will abide by the meet conditions. Signed on behalf of all swimmers:***

*(Team Manager) .....Date .....*



## Volunteers Requirement

This Meet will require many helpers to run efficiently. All clubs entering are requested to supply at least 1 Volunteer for each 10 swimmers for the duration of the meet. In recognition of the support given by Volunteers, refreshments will be provided.

## Officials Requirement

In order to help meet licensing requirements, all clubs entering are requested to supply at least 1 Swim England Qualified Official for each 10 swimmers for the duration of the meet. In recognition of the support given we offer expenses in line with our Expenses Policy, details of which can be found in the following pages of this meet pack. In addition, lunch and refreshments will be supplied.

Please use the following link on SwimMeet to register your availability and complete the form below and return it with your swimmers' entry form:

[Swim Meet Sign Up](#)

We are grateful for your support to ensure the best possible conditions for all our swimmers, thank you. If insufficient officials are available, however, the promoter reserves the right to reduce lanes, scratch swimmers and or cancel sessions to ensure we meet licensing requirements.



## Officials' Travel and Expenses Policy

### GDPR Statement

By completing an expense form you understand that Plymouth Leander will be gathering personal data/information about you. This provides an accurate record of expenditure for accounting purposes and to enable us to accurately process your claim for expenses, we do not share your data with third parties. We will hold the information securely and access will be controlled by the appointed Plymouth Leander Officials Coordinator, this will include sharing certain information with the Club Treasurer for payment purposes. The information will be retained for a minimum of 12 months from the date of the form. If you have any complaint or questions in respect of the use of your data, please contact: [Officials@plymouthleander.com](mailto:Officials@plymouthleander.com).

### Plymouth Leander Expenses Policy

Plymouth Leander value the support of officials at our competitions and Galas. In recognition of your hard work and dedication, our policy is to reimburse you for reasonable & proportionate expenses. We have made every attempt to make this a fair and equitable policy. Thank you for supporting us in delivering a successful well managed competition.

### Mileage

Mileage will be checked, and verification may be requested before payment is made. Mileage will be paid at an agreed rate of 45 pence per mile. Mileage will normally be paid for one return journey between the home address and the venue and for complete sessions only. Up to a maximum of £60 for officials attending a whole day. Officials not completing full days will be reimbursed on a pro rata basis (relevant to the number of sessions worked, up to £15 per session). Total mileage claims must not exceed £120 unless by prior agreement with the promoter. If the journey starting point differs from the home address, payment will be made for whichever is the shorter distance.

Where an official has a competing swimmer at boarding school, mileage will normally only be paid from the closer of the swimmer's home club/school or the official's home address. Please check with the officials' coordinator before claiming, whichever is the shorter. Officials who work incomplete sessions (e.g. half of one session) will not be reimbursed for that session.

### Accommodation

Accommodation will only be provided where the journey is more than 1 hour and the official is working a combination of sessions on two consecutive days; a maximum claim of 1 night per weekend can be claimed, unless by prior agreement with the promoter/coordinator.

Claims for accommodation on the night prior to competition (e.g Friday night) are not normally claimable, unless with prior agreement. Please check with the officials' coordinator. Accommodation to be shared where possible.



Officials who have a swimmer participating in the competition or are accompanied by other persons may claim 50% of the cost of one night’s accommodation up to a maximum of £40 per night. Officials will need to book their own accommodation and claim on production of a receipt. To ensure officials are eligible to claim; they must ensure they pre-register their intention to officiate with the officials’ coordinator.

### Evening Meal

This is normally paid for those who have approval for overnight accommodation where an evening meal **is not** provided at the meet or with the accommodation. A detailed receipt **MUST** be attached to the claim form. The current rate is a maximum of £17.50 per night (can include one alcoholic drink).

### Additional information

If we are in the fortunate circumstance where the number of available volunteer officials exceeds licensing requirements; the promoter reserves the right to select/de-select officials. Trainee Officials being mentored by qualified officials cannot normally claim expenses, in these cases, please check with the officials’ coordinator first.

Plymouth Leander may provide Friday night accommodation for Referees by prior agreement to enable the event to be ready to start without delay. Officials not claiming mileage expenses (including PL club Officials) can claim the following for complete sessions only:

• 1 Session £5	• 4 Sessions £30
• 2 Sessions £10	• 5 or more Sessions £40
• 3 Sessions £20	

Plymouth Leander reserves the right to make exceptions under unusual or extraordinary circumstances. The Meet Promoters decision is final, but we welcome your feedback.