



# CONFIRMATION PACK

## BRITISH SWIMMING CHAMPIONSHIPS 2022

5-10 APRIL

PONDS FORGE INTERNATIONAL SPORTS CENTRE,  
SHEFFIELD



Funding Partner



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## KEY CONTACTS

### British Swimming Contact

Lisa Dent  
British Swimming  
SportPark, 3 Oakwood Drive  
Loughborough LE11 3QF  
[lisa@breakthroughevents.co.uk](mailto:lisa@breakthroughevents.co.uk)  
01509 640240

### Venue Contact

Ponds Forge International Sports Centre  
Sheaf Street,  
Sheffield City Centre,  
Sheffield  
S1 2BP  
0114 233 3400

## ENTRY CONFIRMATION

Please note that no paper confirmations will be sent out to competitors. A list of submitted entries and the draft programme are available [here](#). Competitors are requested to check their details carefully and inform the National Entries Administrator below if there are any errors.

National Entries Administrator – Barry Saunders  
Tel – 01937 522481 (after 18:00)  
Email – [national.entries@swimming.org](mailto:national.entries@swimming.org)

## TRAINING

Training will be available on Monday 4th April in the competition pool between 08:00 – 20:00. Training will also be available each day from Tuesday 5th April – Saturday 9th April between 15:00 – 16:15.

On Monday 4th April each training slot is for 50 minutes. Only one training slot can be booked per day, please be aware that we have limited capacity for training so only book slots that you plan to attend.

Competitors are required to book a training slot in advance of attending training [HERE](#).

Training times can be found on page 4.

Only personal training equipment can be utilised during warm-up and swim down in the competition pool and training pool (pull buoys, kickboards and small hand paddles). The use of bungee cords fins or large hand paddles is prohibited at all times for health and safety reasons.'

Athletes are encouraged to use lockers to safely store their belongings. British Swimming and Ponds Forge ISC will not be responsible for any lost or stolen items left unattended.





## TEAM LEADER MEETING

The Team Leader Meeting will take place at 18:00 in the Skyline Suite at Ponds Forge International Pool on Monday 4<sup>th</sup> April.

In the best interest of their swimmers, coaches are requested to attend this meeting to ensure that they understand the [conditions](#) set out for this meet (under the coaches tab) and to be provided with important information relating to the operation of the event.

Please be aware that in extraordinary circumstances timings may be altered. As much notice will be given as possible if changes need to be made.

All further announcements and notices during the event will be available at the Sport Information Desk located at reception.



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## EVENT SCHEDULE

MONDAY 4TH APRIL				
	TRAINING**	08:00	20:00	Competition Pool Only
TUESDAY 5TH APRIL				
	EVENT	START TIME	END	TRAINING TIMES
Warm Up	101A-103A	07:45	08:30	Supplementary Warm Up
	104A-106A	08:30	09:15	Available in the Diving Pool
HEATS A	101A-106A	09:30	11:30	Warm down - diving pool
Warm Up	101B - 103B	11:45	12:20	Supplementary Warm Up
	104B - 106B	12:20	12:55	Available in the Diving Pool
HEATS B	101B - 106B	13:00	14:39	Warm down - diving pool
				15:00 - 16:15 Training** Competition Pool
Warm Up FINAL	(All finalists)	16:30	17:45	
		18:00	20:26	
WEDNESDAY 5TH APRIL				
Warm Up	201A - 203A	07:45	08:30	Supplementary Warm Up
	204A-207A	08:30	09:15	Available in the Diving Pool
HEATS A	201A-207A	09:30	11:38	Warm down - diving pool
Warm Up	201B-203B	11:45	12:20	Supplementary Warm Up
	204B-207B	12:20	12:55	Available in the Diving Pool
HEAT B	201B-203B	13:00	14:39	Warm down - diving pool
				15:00 - 16:15 Training** Competition Pool
Warm Up FINAL	(All finalists)	16:30	17:45	
		18:00	20:21	
THURSDAY 7TH APRIL				
Warm Up	301A-303A	07:45	08:30	Supplementary Warm Up
	304A-305A	08:30	09:15	Available in the Diving Pool
HEAT A	301A-305A	09:30	11:42	Warm down - diving pool
Warm Up	301-303B	11:45	12:20	Supplementary Warm Up
	304B-305B	12:20	12:55	Available in the Diving Pool
HEAT B	301B-305B	13:00	14:59	Warm down - diving pool
				15:00 - 16:15 Training** Competition Pool
Warm Up FINAL	(All finalists)	16:30	17:45	
		18:00	20:00	

FRIDAY 8TH APRIL				
Warm Up	401A - 402A	07:45	08:30	Supplementary Warm Up
	403A-404A	08:30	09:15	Available in the Diving Pool
HEAT A	401A - 404A	09:30	10:56	Warm down - diving pool
Warm Up	401B - 402B	11:45	12:20	Supplementary Warm Up
	403B-404B	12:20	12:55	Available in the Diving Pool
HEAT B	401B - 404B	13:00	13:53	Warm down - diving pool
15:00 - 16:15 Training** Competition Pool				
Warm Up	(All finalists)	16:30	17:45	
FINAL		18:00	19:29	
SATURDAY 9TH APRIL				
Warm Up	501A-503A	07:45	08:30	Supplementary Warm Up
	504A-506A	08:30	09:15	Available in the Diving Pool
HEAT A	501A-506A	09:30	11:30	Warm down - diving pool
Warm Up	501B-503B	11:45	12:20	Supplementary Warm Up
	504B-506B	12:20	12:55	Available in the Diving Pool
HEAT B	501B-506B	13:00	14:44	Warm down - diving pool
15:00 - 16:15 Training** Competition Pool				
Warm Up	(All finalists)	16:30	17:45	
FINAL		18:00	19:29	
SUNDAY 10TH APRIL				
Warm Up	601A - 603A	07:45	08:30	Supplementary Warm Up
	604A- 606A	08:30	09:15	Available in the Diving Pool
HEAT A	601A-606A	09:30	11:50	Warm down - diving pool
Warm Up	601B - 603B	12:00	12:35	Supplementary Warm Up
	604B- 606B	12:35	13:10	Available in the Diving Pool
HEAT B	601B-606B	13:15	14:56	Warm down - diving pool
15:00 - 16:15 Training** Competition Pool				
Warm Up	(All finalists)	16:30	17:45	
FINAL		18:00	20:12	

\*please note session end times are only an estimate at this stage and are subject to change

\*\* Training slots must be booked in advance [HERE](#)

The Schedule and Conditions for British Swimming Championships 2022 are saved on the British Swimming Website under the coaches tab [here](#).



## PRESENTATIONS

The medal presentations are pre-scheduled for each event. This information and timings will be provided at the Team Leader Meeting. Athletes will be informed at the end of their final if they are required for a presentation and will be advised of the report time. Competitors must report to the ceremony preparation area at this time in full tracksuit and training shoes. Competitors are reminded to not wear GB Kit for this event.

## GENERAL INFORMATION

### Sport Information Desk

Training Day	Competition days						
	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>	9 <sup>th</sup>	10 <sup>th</sup>
08:00 – 18:00	08:00 – 12:30	08:00 – 12:30	08:00 – 12:30	08:00 – 12:30	08:00 – 12:30	08:00 – 12:30	08:00 – 12:30
	16:00 – 19:30	16:00 – 19:30	16:00 – 19:30	16:00 – 19:30	16:00 – 19:30	16:00 – 19:30	16:00 – 19:30

## ACCREDITATION

### Coaches/Team Staff

Poolside accreditation can be purchased online [here](#). No late fees apply, however if you do not fulfil the requirements for applications at British Swimming and Swim England events, it may take a considerable time to apply for a DBS, or achieve the required qualifications.

Accreditations will be emailed to you in PDF format to print out, in the same way that athletes receive theirs. Please ensure you print your pass before arriving.

Poolside passes can **only** be sold at the event for those who already pass all requirements on our membership database. Please email [Isobel.griffiths@swimming.org](mailto:Isobel.griffiths@swimming.org) if you have any queries.

### Competitors

All competitors are sent a link to download their accreditation by email upon entry. Competitors must print their own accreditation and bring it to the event. If you are unable to find the accreditation link within the confirmation email, you can resend it to yourself [here](#).

Accreditation must be worn at all times inside the venue and you will not be allowed access to the event without it. Accreditation is non-transferable. If the accreditation is forgotten, lost or mislaid during competition (by athletes or team staff), a replacement will be re-issued for a fee of £10. This is available from the British Swimming Front Desk.



## SEATING

Athletes will be allocated the seating area on the Spectator Balcony above the Omega Suite. There will be no athlete seating on deck.

### Prep Area

British Swimming World Class programme and the Home Nations performance programmes will have access around the diving pit for Prep. Any club programmes requiring a prep area can use the space on the concourse behind athlete seating.

## MEDICAL

There will **not** be a doctor present at these Championships. Pool staff will administer first aid where necessary. The closest hospital to Ponds Forge ISC is:  
Northern General Hospital, Herries Road, Sheffield, S5 7AU, Tel: +44 (0) 114 243 4343  
Dedicated first aid support will be in place for spectators.

## RETAIL

NESS Swimwear will be retailing at the British Swimming Championships 2022. The store will be in the foyer/café area at Ponds Forge between 4<sup>th</sup> – 10<sup>th</sup> April and open daily from 08:00 – 18:00.

## SPECTATOR INFORMATION

We are contacting all athletes entered into the 2022 British Swimming Championships in order to alert you of the opportunity to secure spectator tickets, with a 48-hour pre-sale period in place ahead of event seating being opened up for sale to the general public.

We advise taking advantage of this pre-sale period to ensure you are able to purchase any tickets you wish to obtain for friends and family. The pre-sale will open at 10am on Monday 28th March, please use the link below to purchase your tickets. Please note that the general sale of tickets will start on Wednesday 30th March at 10am.

Booking link [HERE](#)

Please be advised that tickets cannot be purchased on the door, however, if tickets remain available these can still be purchased online right up until the session starts. We cannot guarantee there will be tickets available to purchase online, therefore it is advised to book well in advance of travelling to the venue.



## Event Programme

An event programme can be purchased from the ticket factory website at a price of £6. Programmes will also be available to purchase at the Sports Information desk.

## Parking

Since Ponds Forge is still open to the public, parking at the venue is limited, therefore we recommend using public transport to get to the venue. Parking spaces cannot be reserved for competitors, coaches or spectators.

## COVID 19

Although the government has removed all remaining COVID-19 domestic restrictions in England COVID 19 remains a risk and there are steps that can be followed to keep yourself and others safe.

Please consider the following when attending the pool.

- Consider wearing a face covering especially in crowded or enclosed spaces
- If you have any of the following symptoms the government advises you to stay at home.
  - o A new continuous cough
  - o A high temperature
  - o A loss, or change in, your normal sense of taste or smell
- Wash your hands with soap and water or use hand sanitizer regularly throughout the day.

## FILMING AND PHOTOGRAPHY POLICY

British Swimming are well aware of the wide range of devices including mobile telephones which have photographic and filming capabilities. This enables the capture of both static and moving images. It should be acknowledged that the majority of images taken within a British Swimming setting are appropriate and taken in good faith. However, images of children and adults can be misused, and sharing images widely without consent may betray a confidence or identify a child or adult, which could present a risk of harm to that individual if common sense procedures are not followed.

Parents and carers of participants under the age of 18 who wish to take images are requested to focus on their own children as much as reasonably possible and to avoid including other children in images,



particularly if those images are being shared with family and friends or through social media platforms. Whilst it is acknowledged that parents/carers wish to celebrate the achievements of their own children when taking part in aquatic events, it should be recognised and respected that other parents/carer may not wish for their child’s image to be taken and shared in this way. British Swimming encourage all spectators and participants at British Swimming events to make themselves familiar with the photography and filming arrangements for the event and be vigilant during that event.

British Swimming is committed to ensuring that all children who participate in British Swimming activities are able to take part in an enjoyable, safe environment and be safeguarded from harm. If you have any child safeguarding concerns at the event, please contact an Event Officer immediately to disclose your concerns.

**Event Photography and Filming**

This event **will be photographed and live streamed**. Static images will be displayed on the British Swimming website [www.britishswimming.org](http://www.britishswimming.org). They will be used to promote the sport at this event and events in the future. Moving images may be displayed at the venue and via live stream at [www.britishswimming.org](http://www.britishswimming.org). In addition, British Swimming may use these recordings and images for the purposes of education and training, swimmer analysis, promotion, performance, development and selection and event analysis.

In such instances where the event is being live streamed, it will not be possible to provide the option to refuse consent to filming and if there are any concerns, please speak to the Event Officer present. However, if individuals wish to refuse consent to static photography, please complete the Photography Refusal of Consent Form below and return to British Swimming Events Department.

If you, as a Parent/Guardian/Carer, have concerns about your child being photographed/filmed, please refer to the relevant Home Nation guidance document: Wavepower the ASA Child Safeguarding Policy and Procedures; YPlant the Swim Wales Child Protection Policy; Scottish Swimming Child Protection Policy. If you have any concerns in this area, please contact the Data Protection Officer.

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## PHOTOGRAPHY REFUSAL FORM

Name of Swimmer: \_\_\_\_\_

Membership Number: \_\_\_\_\_

Event: British Swimming Championships 2022

I refuse permission for the taking and/or publication of images of my child or myself by the event's Official Photographer(s)

Signed \_\_\_\_\_ (Competitor/Parent/Carer)

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Please return this form back to: **British Swimming Events Department, SportPark Pavilion 3, 3 Oakwood Drive, Loughborough, LE11 3QF**

## MEDICAL DECLARATIONS

Please note that in accordance with the International Standards for Testing, it is the athletes' responsibility to provide all information and dosage for any medications and supplements taken on the doping control form, at the point of doping control.

Strict liability means athletes are responsible for any banned substance found in their system, no matter how it got there.

Please can we remind you to check all medications on [www.globaldro.com](http://www.globaldro.com) & any supplements at [www.wetestyoutrust.com](http://www.wetestyoutrust.com)

Funded athlete = if your medication is prohibited you must have a Therapeutic Use Exemption (TUE) in place at all times.

Non-funded athletes = if your medication is prohibited you must contact doping control. You will have 5 days to submit a retroactive TUE application following your drug test.

If you require support or have a query about any medications, supplements or the anti-doping rules around this then please contact Maria White at British Swimming: 07771 864689.

## SCHEDULE, QUALIFYING TIMES, CONDITIONS

The Schedule, Conditions and Qualifying Times for British Swimming Championships 2022 are saved on the British Swimming Website under the coaches tab [here](#).



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**WITHDRAWAL FORM**

An online withdrawal form can be found at the following link [HERE](#)

**HEATS ( ) FINALS ( ) TICK AS APPROPRIATE**

Withdrawals from the first day's events shall be notified to the Chief Recorder no later than the close of the Team Leader Meeting (4<sup>TH</sup> April).

Withdrawals from subsequent heats sessions not previously notified shall be lodged with the Chief Recorder no later than **12:00hrs on the day before the event is due to take place.**

Finalists and Reserve Finalists not wishing to swim, shall notify the Chief Recorder of their intention to withdraw no later than 30 minutes after the conclusion of the last event in the session in which they have qualified for the next round. The withdrawal shall be made on this official withdrawal form.

Reserves will be released upon publication of the finals start lists.

<b>CLUB:</b>	<b>MEMBER NO:</b>
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<b>FIRST NAME:</b>	<b>SURNAME:</b>
<b>DISTANCE AND STROKE</b>	
NAME (PRINT): ..... SIGNED: .....	
DATE: ..... TIME OF DELIVERY: .....	
RECEIVED BY: ..... DATE: ..... TIME: .....	



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