



BRITISH NATIONAL EVENT ENTRANTS ONLY
NO WPS WORLD SERIES ENTRIES

ENTRY PACK

BRITISH PARA-SWIMMING
INTERNATIONAL MEET INC
WPS WORLD SERIES 2021

8-11 APRIL

PONDS FORGE INTERNATIONAL
SPORTS CENTRE, SHEFFIELD



Funding Partner



Official Partners



Official Suppliers



Endorsed Product



Host City and Venue





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KEY CONTACTS

British Swimming Contact

Nicole Burns
British Swimming
SportPark, 3 Oakwood Drive
Loughborough
LE11 3QF
nicole.burns@swimming.org
01509 640260

Venue Contact

Ponds Forge International Sports Centre
Sheaf Street
Sheffield
S1 2BP
01142 233400



ENTRY INFORMATION

For British Athletes entering the National BPSIM Event only (No WPS World Series):

1. Go to the online entry page [HERE](#)
Enter your membership number or surname in the box.
2. Providing you have updated your photo, coach and height information in your [biog](#), a list with the events you have qualified in will appear ticked.
3. Untick any events which you do not wish to enter.
4. Payment is via debit or credit card; please follow the PayPal payment instructions. You do not need a PayPal account to do this. Your entry will not be complete until you receive a confirmation of payment email from Paypal.

For British and International Athletes entering the WPS World Series

Please go to WPS World Series BPSIM 2021 Entry pack.

Guide to Entering Online

Entries will open on Thursday 7th January 2021.

All entries received by 12noon GMT on **Wednesday 10th March 2021** will be at the rate of £15.00 per individual event entry. Entries received after this date may not be included in any printed event material.

Any entry received after this time, up to one hour prior to the start of the Team Leader meeting on Wednesday 7th April 2021, may be accepted subject to any session time programming restraints and will be charged at the increased entry fee.

Initial Entry Fee (until 10th March 12 noon GMT)

£15 per individual entry.

Increased Entry Fee (after 10th March 12 noon GMT)

£45 per individual entry.

Entries without completed payment will not be accepted.





Entry Confirmation

A list of processed entries is available on the [ONLINE ENTRY PAGE](#) and will be updated automatically. It is the competitor's responsibility to check their entries carefully and inform the [Entries Administrator](#) immediately of any errors.

A draft programme will be available on the [ONLINE ENTRY PAGE](#) following the initial entry closing date (Wednesday 10th March).

ACCREDITATION

All competitors, coaches, chaperones, team staff and volunteers must have a valid accreditation to access the event. Accreditation is non-transferable and must be worn at all times when inside the venue. If the pass is forgotten or lost, a replacement pass will be re-issued for £10 at the Sport Information Desk.

Athletes

Your accreditation will be sent to you by email in PDF format upon completion of your entry. Please print and bring with you to the event where you can collect a pouch and lanyard from the Sport Information Desk.

If you are unable to find the accreditation link within the confirmation email, you can issue yourself a replacement [here](#).

Poolside Passes

Anyone requiring poolside access must purchase a pass. In order to do this you must have proof of your DBS check and safeguarding certificate. If you are an international coach you must include a letter from federation endorsing you as a member of the swimming club.

SE and WASA members purchase a pass [here](#)

SASA members purchase a pass [here](#)

Physio/Support staff purchase a pass [here](#)

Accreditation will be emailed to you in PDF format to print and bring to the event where pouches and lanyards will be provided.



COMPETITOR INFORMATION

Session Times

Heats will start at 09:30 and finals at 17:00. Estimated session finish times will be in the confirmation pack.

Warm Up and Swim Down

Warm up in the competition pool will begin 90 minutes prior to the start of the session and end 15 minutes prior to the start of the session. Swim down will be in the diving pit.

Between Sessions

The competition pool will be available between sessions.

Training

In line with COVID-19 competition guidance, training slots will be allocated to competitors on 6th and 7th April 2021.

Call Room & Competition

It is the responsibility of the athlete to report to the Call Room no later than 15 minutes prior to the published start time of their respective heat or final.

Regulations outlined in the World Para Swimming Rules and Regulations concerning swimwear will apply. Athletes will be escorted from the Call Room onto the pool deck.

VENUE INFORMATION

Changing rooms

Accessible changing and toilets are located in the changing rooms, and by the downstairs reception.

With COVID-19 precautions, changing rooms use should be minimised therefore athletes arriving at the pool ready to swim would be advisable.

Sport Information Desk (SID)

A Sport Information Desk will operate at the competition venue on the days of competition, as well as during any scheduled training sessions. It is the only point of distribution for all event related information including the following:

- Distribution of start lists for the NPCs;
- Official communication with teams;
- Official forms distribution (Relay Declaration Form, Protest Form, Medical Withdrawal Form);
- Liaison between teams and LOC / World Para Swimming

Medical cover

The LOC will provide only basic medical services in the venue.





COVID-19

The situation surrounding COVID-19 is progressing at a variable rate around the world. Swimmers should strongly consider whether it is safe for them to individually participate and follow any applicable government or health authority advice specific to them, particularly if they could be considered to be at greater risk from COVID-19.

All personnel must adhere to the event safety measures, including wearing a face covering and social distancing, alongside the rules and regulations produced by the national and local governments at the time of the event.

A detailed information package covering all prevention measures for COVID-19 at the event, including health screening, hand sanitising stations and facility access and flows, will be provided to all participating teams and NPCs prior to the event.





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/carers 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. 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. 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 SE 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.





PHOTOGRAPHY REFUSAL FORM

Name of Swimmer: _____

Membership Number: _____

Event: British Para-Swimming International Meet inc. WPS World Series 2021

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 to: **British Swimming Events, Sportpark, 3 Oakwood Drive,
Loughborough, LE11 3QF**

SPECTATOR INFORMATION

Spectator attendance will be subject to all national and local requirements and COVID-19 restrictions in place at the time of the Meet.

Spectator information will be updated regularly on the Event page on the British Swimming Website [HERE](#).



DOCUMENTS

All documents relating to this event are saved under the Coaches tab [HERE](#).

For detailed information on athlete eligibility and meet procedure please see the Event Conditions. Please contact nicole.burns@swimming.org if you have any questions.

TEAM LEADER MEETING

It is strongly recommended that a representative from all clubs with swimmers entered in this Meet attend the Team Leader Meeting which will take place at 18:00 on 7th April 2021. In line with current COVID-19 government guidelines and in an effort to minimise risk, this will take place virtually.

An invite with virtual meeting details will be distributed prior to the event.

Non-attendance could result in swimmers being disadvantaged or not able to compete due to them or their coach not being aware of any changes required for the running of the competition.

