



WORLD PARA SWIMMING WORLD SERIES ENTRIES ONLY

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



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Endorsed Product



Host City and Venue





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KEY CONTACTS

British Swimming Contact

Georgina Coulson
British Swimming
SportPark, 3 Oakwood Drive
Loughborough
LE11 3QF
georgina.coulson@swimming.org
07966 271753

World Para Swimming Contact

Nicole Burns
Nicole.Burns@WorldParaSwimming.org

Venue Contact

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



ENTRY INFORMATION

For British Athletes entering the 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 International Entrants:

The IPC online Entry system will be used for this event. Only NPC/NF representatives with access to the IPC SDMS can process entries

1. NPC/NF representatives entering on behalf of your athletes, enter [HERE](#)
2. An Invoice will be issued by the LOC and payment must be made prior to the event

Guide to Entering Online

Entries will open on Thursday 7th January 2021.

For swimmers who require classification, all entries shall be received by no later than **12 noon GMT, Thursday 18th February 2021.**

For swimmers not requiring classification, all entries shall be received by no later than **12 noon GMT, Wednesday 10th March 2021.**

Entries will be at the rate of £15.00 per individual event entry.
Entries without completed payment will not be accepted.

All WPS World Series entries will close on Wednesday 10th March 2021 at 12 noon GMT.

We will not be accepting late entries for the Sheffield 2021 WPS World Series event.

Once closed, we ask nations to produce a report through the IPC entry system and check that all entries are correct. If there are any problems please contact Nicole.Burns@WorldParaSwimming.org



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.

Your accreditation must be acquired through the Sheffield 2021 page on the IPC Accreditation system [HERE](#).

Accreditation requests should be received no later than Friday 19th March at 12 noon GMT

VISA LETTER REQUESTS

If your team requires a VISA to attend this event, British Swimming can provide an invitation letter upon request. Please email nicole.burns@swimming.org with the following information on all staff and athlete's attending:

Family Name, Given Name, Date of Birth, Passport Number, Position in Team





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.

Classification

PI & II classification will take place from 5th – 7th April 2021. Further information below.

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.

Doping Control

Swimmers are warned that random doping control may take place during these Championships. The Anti-Doping control / processes will be carried out in full accordance with the IPC Anti-Doping Code and the IPC Doping Control Agreement. More information can be found [here](#).



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

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](#).





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.

Insurance and Medical cover

All delegation members must have appropriate accident and health insurance accepted in order to compete. The LOC will provide only basic medical services in the venue.

No medical insurance will be provided to any of the participants. All participants are responsible for obtaining their own medical insurance (including Repatriation Coverage) and will be responsible for any medical expenses resulting from participation in 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**



CLASSIFICATION

All classifications will be run in accordance with the World Para Swimming Classification Rules and Regulations. More information can be found via the links below:

<https://www.paralympic.org/swimming/classification/npc-info>

<https://www.paralympic.org/swimming/classification/opportunities>

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 georgina.coulson@swimming.org if you have any questions.

For all World Para Swimming World Series events the current World Para Swimming Rules and Regulations apply. They can be found [HERE](#).

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 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.





TEAMS ACCOMMODATION AND TRAVEL PACKAGE

CSE are pleased to offer two hotel options for teams. Both options include full board catering, airport transport and VAT.

OYO Hotel 3*

Single room rate GBP 159

Twin rom rate GBP 119

Best Western Plus Quay Hotel 4*

Single room rate GBP 169

Twin rom rate GBP 129

Please find the booking form under the Coaches tab [HERE](#).

Please note that cancellations received after 1st March 2021 are non-refundable. Your request is subject to availability at the time of booking. Please return your form as soon as possible to:

Kerri.weston@cseplc.com

