



# ENTRY PACK

## BRITISH SUMMER CHAMPIONSHIPS 2022

22-28 JULY

PONDS FORGE INTERNATIONAL SPORTS CENTRE,  
SHEFFIELD



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**BRITISH SUMMER CHAMPIONSHIPS 2022**  
PONDS FORGE INTERNATIONAL SPORTS CENTRE, SHEFFIELD  
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### KEY CONTACTS

#### British Swimming Contact

Isobel Griffiths  
British Swimming  
SportPark, 3 Oakwood Drive  
Loughborough  
LE11 3QF  
[Isobel.Griffiths@swimming.org](mailto:Isobel.Griffiths@swimming.org)

#### Venue Contact

Ponds Forge International Sports Centre  
Sheaf Street,  
Sheffield City Centre,  
Sheffield  
S1 2BP  
0114 223 3400

### ENTRY INFORMATION

#### Guide to Entering Online

The following guidelines should be followed for uploading photos:

1. Following the closure of the qualifying window, entry invitations will be emailed out to the registered email addresses of all qualifying competitors. A full list will also be published [here](#) for you to check.
2. Go to the [ONLINE ENTRY PAGE](#) – OPENS MONDAY 16<sup>TH</sup> MAY  
  
Para Swimming and Relay entries will open from Friday 3<sup>rd</sup> June.
3. Enter your membership number or surname in the box.
4. 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.
5. Untick any events which you do not wish to enter.
6. Payment is via debit or credit card. You do not need a PayPal account to pay. Your entry will not be complete until you receive a confirmation of payment email from Paypal.





1. The photo should be a clear head shot only.
2. Crop the photo to a 4:3 ratio portrait size. An easy way to resize: is to right click on the photo and “Edit with Photos” using Microsoft Windows.

If the photo is deemed to be unsuitable (either on the grounds of poor quality or wrong identity) entry into the event may not be permitted.

**All entries must be made via the online entry system from 16<sup>th</sup> May 2022. Please note that entries for Para Swimmers will open from Friday 3<sup>rd</sup> June.**

### **Closing Date**

Competitors who wish to accept their invitation to compete must then ensure that their entry is received no later than the ‘closing date’ of 17:00 on Monday 30<sup>th</sup> May 2022, accompanied by the appropriate entry fee, otherwise their invitation will be forfeited.

Those swimmers receiving an invitation to compete when additional invitations are sent out, and an updated list published, on Friday 3<sup>rd</sup> June must ensure they have entered no later than the start of the Team Leader meeting (18:00 on 21<sup>st</sup> July 2022).

### **Entry Fees**

£15 per individual entry.

£30 per relay entry.

### **Entry Confirmation**

A list of processed entries will be available on the [ONLINE ENTRY PAGE](#) and will be updated automatically.

Competitors are requested to check their entries carefully and inform the Entries Administrator immediately if there are any errors [national.entries@swimming.org](mailto:national.entries@swimming.org)



## ACCREDITATION

All competitors, coaches, chaperones and support staff must have a valid accreditation to gain access to the event. Accreditation is non-transferable and must be worn at all times when inside the venue. **If the pass is forgotten, lost or mislaid, a replacement pass will be re-issued for a fee of £10.**

### **Athletes**

Your accreditation will be sent to you by email on completion of your entry. Please print and bring to the event with you where lanyards and pouches will be provided.

The barcodes contain your membership number. There will be checks at the competition comparing these details against the entry database and photographic list.

### **Poolside Passes**

All coaches, team managers and support staff requiring access to poolside must [purchase a pass](#) in advance.

**PLEASE NOTE:** 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. It is the applicant's responsibility to ensure a DBS is in place and a pass has been purchased to attend the event. Under no circumstances will any person be allowed entry to the event without the relevant DBS check in place and pass issued.

Poolside passes will be emailed to you in PDF format to print out and bring to the event, please ensure you print these before arriving at the venue. Pouches and lanyards will be provided.

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. Please note an additional £20 surcharge will be issued for passes received after Monday 18<sup>th</sup> July 2022.

## COMPETITOR INFORMATION

### **Session Times**

Heats will start at 08:15 on day one and 08:30 from day two onwards.

Afternoon sessions will be run at the following times:

Day two: 13:00

Day three: 13:45

Day four: 12:00 & 14:15

Day five: 12:00 & 14:15

Day six: 13:45

Day seven: 11:30 & 14:15

Finals will start 17:00 from day two onwards. Estimated session finish times will be in the draft programme.

### **Warm Up and Swim Down**

Warm up will start 75 minutes before each session with 35 minutes allocated to Women





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and 35 minutes allocated to Men. Warm up will end 5 minutes prior to the start of the session. Swim down will be available in the diving pit.

### Training

Training will be available from 19:15 – 22:00 on Friday 22<sup>nd</sup> July. Details of how to book a training slot will be confirmed as soon as possible.

We are hoping to provide a training opportunity on Thursday 21<sup>st</sup> July, details of this will be communicated in due course.

### Doping Control

Swim Swimmers are warned that random doping control may take place. Please keep your accreditation on your person at all times for identification.

### Team Leader Meeting

The Team Leader meeting will take place on the 21<sup>st</sup> July 2022 at 18:00, the location of this meeting will be confirmed in the confirmation pack. Timelines for the finals sessions will be issued at this meeting.

## 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 of 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.



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### 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.

## PHOTOGRAPHY REFUSAL FORM

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

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

Event: British Summer 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 by email to: [Isobel.griffiths@swimming.org](mailto:Isobel.griffiths@swimming.org)

## SPECTATOR INFORMATION

Tickets will soon be available to purchase via a ticketing agent. More information on the sale of tickets will be communicated via our [website](#) and social media channels – Instagram, Twitter and Facebook.

Seating will be unreserved. No tickets will be reserved for purchase on the door.





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### SCHEDULE AND CONDITIONS

The Schedule and Conditions for British Summer Championships 2022 are available on the British Swimming Website, please click [here](#). Please contact [isobel.griffiths@swimming.org](mailto:isobel.griffiths@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 should attend the Team Leader Meeting which will take place at **18:00 on 21<sup>st</sup> July 2022**, venue to be confirmed in the confirmation pack. 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.

### 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.

Please help us to keep everyone safe!



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