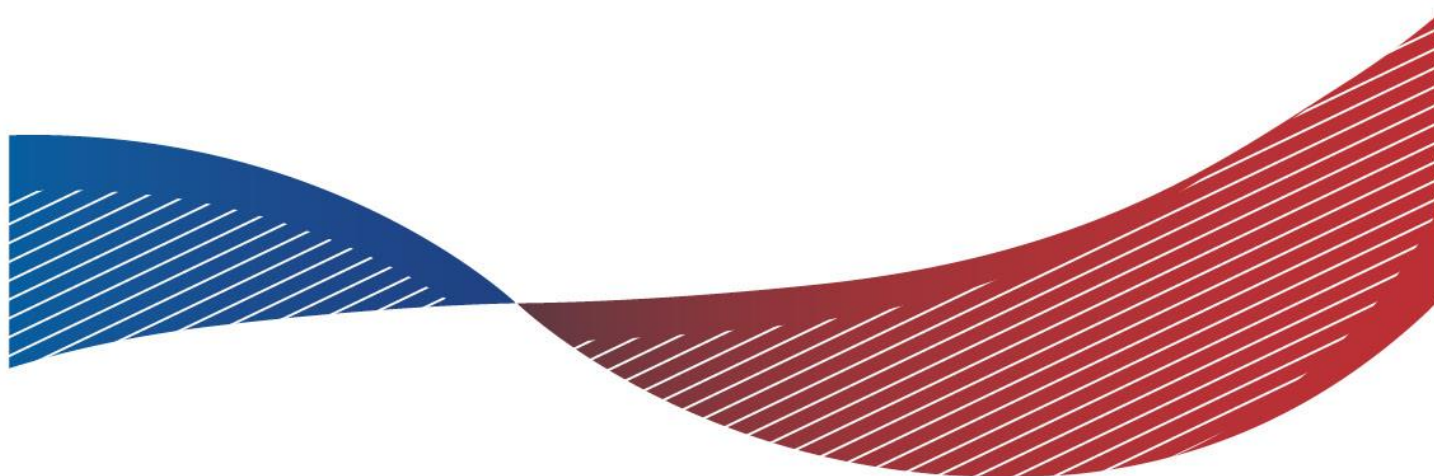




# CONFIRMATION **PACK**



## BRITISH SWIMMING CHAMPIONSHIPS 2017

18 - 23 APRIL

PONDS FORGE, SHEFFIELD

	Funding Partner	Official Partner	Supplier	Endorsed Product	Host City and Venue

## CONTENTS

Key Contacts .....	2
Entry Confirmation .....	3
Training.....	3
Team Leader Meeting.....	3
Schedule.....	4
Presentations.....	5
General Information .....	5
Medical .....	6
TYR .....	6
Spectator Information.....	6
Filming and Photography Policy.....	8
Medical Declarations.....	9
Photography Refusal Form .....	10

## KEY CONTACTS

### **British Swimming Contact**

Sophie Turner  
British Swimming  
SportPark  
3 Oakwood Drive  
Loughborough  
LE11 3QF  
[sophie.turner@swimming.org](mailto:sophie.turner@swimming.org)  
01509 640240 or 07583 129988

### **Venue Contact**

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

Funding Partner



Official Partner



Official Suppliers



Endorsed Product



Host City and Venue

**Marketing Sheffield**



## **ENTRY CONFIRMATION**

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 on [national.entries@swimming.org](mailto:national.entries@swimming.org)

Late entries are being accepted [here](#), however as of 29<sup>th</sup> March 2017, the entry fee has now increased.

## **TRAINING**

**Open training will be available in the competition pool on 16<sup>th</sup> and 17<sup>th</sup> April between 09:00 and 20:00.** For further information on training times, please refer to page 4.

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

Athletes are encouraged to use lockers to safely store their belongings. Please note there will be a clear deck policy in place and no bags will be permitted on poolside. British Swimming and Ponds Forge will not be responsible for any lost or stolen items left unattended.

## **TEAM LEADER MEETING**

**The Team Leader Meeting will take place in the Skyline Suite at Ponds Forge at 6pm on 17<sup>th</sup> April 2017.**

In the best interest of their swimmers, coaches are requested to attend this meeting to ensure that they understand the championship conditions set out for this meet 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 coaches' kiosk located next to the diving pool.



## SCHEDULE

DATE	WARM UP	SESSION START	TRAINING TIMES
16 <sup>TH</sup> APRIL			09:00 – 20:00 COMPETITION POOL ONLY
17 <sup>TH</sup> APRIL			
18 <sup>TH</sup> APRIL	SESSION 1 08:30 – 09:45	10:00	DIVING PIT AND COMPETITION POOL FROM 08:30.  COMPETITION POOL BETWEEN SESSIONS.
	SESSION 2 17:00 – 18:15	18:30	
19 <sup>TH</sup> APRIL	SESSION 3 08:30 – 09:45	10:00	
	SESSION 4 17:00 – 18:15	18:30	
20 <sup>TH</sup> APRIL	SESSION 5 08:30 – 09:45	10:00	
	SESSION 6 17:00 – 18:15	18:30	
21 <sup>ST</sup> APRIL	SESSION 7 08:30 – 09:45	10:00	
	SESSION 8 17:00 – 18:15	18:30	
22 <sup>ND</sup> APRIL	SESSION 9 08:30 – 09:45	10:00	
	SESSION 10 17:00 – 18:15	18:30	
23 <sup>RD</sup> APRIL	SESSION 11 08:30 – 09:45	10:00	
	SESSION 12 17:00 – 18:15	18:30	

The Schedule for British Swimming Championships 2017 is saved on the British Swimming Website [here](#). Please contact [sophie.turner@swimming.org](mailto:sophie.turner@swimming.org) if you have any questions.

Please note the TV Lights in the pool hall will be switched on from 17:00 on each competition day and will remain on for the finals sessions.



## 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 presentation area at this time in full tracksuit and training shoes. Competitors are reminded to not wear GB Kit for this event.

## GENERAL INFORMATION

### Front Desk

Training days		Competition days					
16 <sup>th</sup>	17 <sup>th</sup>	18 <sup>th</sup>	19 <sup>th</sup>	20 <sup>th</sup>	21 <sup>st</sup>	22 <sup>nd</sup>	23 <sup>rd</sup>
09:00 – 18:00	09:00 – 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
		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

Poolside accreditation can be purchased online [here](#). No late fees apply, however if you do not fulfil the [new requirements](#) for applications at British Swimming and ASA events, it may take a considerable time to apply for a DBS, or achieve the required qualifications. Accreditations will be emailed to you to print out, in the same way that athletes receive theirs. Annual passes are not available.

#### Competitors

All competitors will have been sent their accreditation upon confirmation of 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 organise a new one by [clicking here](#).

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

### Food and Drink

There will be provision to buy food from the cafe. No hot drinks are permitted in the seating stands.

### Athlete Seating

Athletes will have blocks allocated in the stand that overlooks the competition pool. **There will be no athlete seating on deck.**



## 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 is Northern General Hospital, Herries Road, Sheffield, S5 7AU, Tel: +44 (0) 114 243 4343

## TYR

For the first time, our new kit sponsor TYR will be retailing at the British Swimming Championships 2017. The TYR store will be located in the foyer/café area at Ponds Forge from 17<sup>th</sup> April. They will be selling official event merchandise as well as racing aids and swimming accessories. You will also have the chance to “come and get wet” trying out a TYR AVICTOR racing suit in the pool before being able to purchase. Be sure to visit the TYR store during the event to see the all new merchandise and equipment!

TYR store opening times:

17<sup>th</sup> April: 09:00 – 18:30

18<sup>th</sup> – 23<sup>rd</sup> April: 08:30 – 13:00 and 16:30 – 20:30

## SPECTATOR INFORMATION

Tickets are on sale and available to purchase on the Ticket Factory website [here](#).

Tickets will only be available on the door from 17<sup>th</sup> April for sessions that have not sold out. The Box Office will be open in the foyer at the following times:

17<sup>th</sup> – 09:00 to 17:00

18<sup>th</sup> – 23<sup>rd</sup> – 08:00 to 19:00

Tickets for remaining sessions will be available on a first come first served basis at the event for the below prices. Please visit the Ticket Factory website to check availability before travelling.

Individual Heats Sessions	
Adult	£7 + admin fee = £8.86
Child	£5 + admin fee = £6.86
Family	£18 + admin fee = £19.86
Individual Finals Sessions	
Adult	£10 + admin fee = £11.86
Child	£8 + admin fee = £9.86
Family	£30 + admin fee = £31.86
All Heats Pass	
Adult	£35 + admin fee = £36.86
Child	£25 + admin fee = £26.86
All Finals Pass	
Adult	£50 + admin fee = £51.86
Child	£40 + admin fee = £41.86



Funding Partner



Official Partner



Official Suppliers



Endorsed Product



Host City and Venue

Marketing Sheffield



### Parking

There is limited onsite parking at Ponds Forge, with dedicated disabled spaces on the top level.

Ponds Forge operates a Pay and Display car park (operated by CPP). Tickets can be purchased from the machines located at the entrance to the lift lobbies.

With your ticket you will be issued a £2 voucher\* to spend in Ponds Forge this can be redeemed on: All leisure activities, products from the Café, Shop and Ponds Reception (excludes vending). \* *The voucher will be valid for up to 8 days of purchase and conditions apply.*

Car park closes at 10.30pm

**We also recommend parking just across the road at Castle Gate Q-Park, Broad Street where discounted prices will be honoured for Ponds Forge customers.**

No parking spaces can be reserved for competitors, coaches or spectators.

Funding Partner



Official Partner



Official Suppliers



Endorsed Product



Host City and Venue

Marketing Sheffield



## **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.

### **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 at the end of this document 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.

Funding Partner



Official Partner



Official Suppliers



Endorsed Product



Host City and Venue

Marketing Sheffield





## **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. Any previously disclosed medications or supplements to your club and/or via a British Swimming Medical Declaration Form forms no part 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)

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 <a href="mailto:rachel.burrows@swimming.org">rachel.burrows@swimming.org</a> after doping control. You will have 10 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 Rachel Burrows at British Swimming: 07824 618 863.



Funding Partner



Official Partner



Official Suppliers



Endorsed Product



Host City and Venue

**Marketing Sheffield**



## **PHOTOGRAPHY REFUSAL FORM**

**Event** **British Swimming Championships 2017**

**Name of Athlete** \_\_\_\_\_

**ASA/WASA/SASA No.** \_\_\_\_\_

**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)** \_\_\_\_\_

**Name** \_\_\_\_\_

**Date** \_\_\_\_\_

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



Funding Partner



Official Partner



Official Suppliers



Endorsed Product



Host City and Venue

**Marketing Sheffield**

