



County Qualifier Short Course Meet (Level 3)

Saturday 15th & Sunday 16th November 2025

Under Swim England Laws & Regulations and Swim England Technical Rules of Racing

Licence Number: 3SE252481

8 lane 25m pool | All events HDW | Backstroke ledges | Colorado timing

Chilterns Lifestyle Centre, Amersham, Buckinghamshire, HP6 5AH

Entries: First come / first served.

The entry files are available on the Chalfont Otters Swimming Club website.

Entry Closing Date: 8pm Monday 20th October 2025 or when the meet is full. Entries may be withdrawn (with refund) up to the meet entry closing.

Accepted entries will be published no later than **Monday 27th October 2025**.

Entry fee: £8 per event for 50, 100 and 200m events, £10 per event for 400m events. Time trials may be available at the discretion of the Promoter at £15 per event.

Age Groups: Ages are as at **16th November 2025**.

Female 9 yrs, 10 yrs, 11 yrs, 12 yrs, 13 yrs, 14 yrs, 15 yrs, 16 yrs, 17 yrs & over

Male/Open 9 yrs, 10 yrs, 11 yrs, 12 yrs, 13 yrs, 14 yrs, 15 yrs, 16 yrs, 17yrs & over

Events:

50m, 100m and 200m: all strokes

200m IM, 400m IM and 400m Free

For further details: www.chalfontotters.org.uk

Meet Promoter: Zoe Wheeler on behalf of Chalfont Otters Swimming Club

Contact details: openmeets@chalfontotters.org.uk



County Qualifier - Short Course Meet (Level 3)

Schedule of Events

IMPORTANT NOTE: Sessions 1 & 2 and 3 & 4 have been merged.

Saturday 15th November 2025			
Session 1 - Warm up 14:00, Start 15:00			
101	MIXED	400	Free
102	Female	200	Breast
103	Male/Open	100	Breast
104	Female	50	Fly
105	Male/Open	200	Free
106	Female	100	Free
107	Male	50	Fly
Mid-session interval			
201	Female	200	IM
202	Male/Open	200	Fly
203	Female	100	Fly
204	Male/Open	100	Back
205	Female	200	Back
206	Male/Open	50	Breast
207	Female	50	Free
Estimated end time 19:00			
Sunday 16th November 2025			
Session 3 - Warm up 09:00 Start 10:00			
301	MIXED	400	IM
302	Male/Open	50	Back
303	Female	100	Breast
304	Male/Open	200	Breast
305	Female	200	Free
306	Male/Open	100	Free
307	Female	50	Back
Mid-session interval			
401	Male/Open	200	IM
402	Female	50	Breast
403	Male/Open	100	Fly
404	Female	200	Fly
405	Male/Open	200	Back
406	Female	100	Back
407	Male/Open	50	Free
Estimated end time 14:00			

All events are open to all age groups: 9, 10, 11, 12, 13, 14, 15, 16, 17+
Please refer to the Chalfont Otters Swimming Club website for latest updates.

Competition Rules & Information

The competition will be held under Swim England Laws & Regulations and Swim England Technical Rules of Racing. The pool is 25 metres long with eight lanes. Anti-turbulence lane ropes and electronic time-keeping will be used. All Competitors must be registered swimmers.

Entry times should be either SHORT COURSE TIMES or converted to SHORT COURSE. Where possible, entry times should be listed on rankings. Where this is not possible, NT entries or coach approved estimates are acceptable.

ENTRY PROCEDURE

All entries, including individual entries, must be submitted by electronic Hytek file or Hytek Lite. Instructions and the entry form can be found on the website. Along with the submission of the entry file, a club summary entry form must be completed and payment made to Chalfont Otters Swimming Club (Bank: Barclays Bank plc, Sort code: 20-02-06, Account number: 30256331, Account name: Chalfont Otters Swimming Club, Payment Ref: COCQ25 + Club code (e.g. COCQ25 CHAS). Both the entry file and club summary entry form are available from www.chalfontotters.org.uk/page/open-meets/cocq25.

In the event the Meet is oversubscribed, the entries will be accepted on a 'first come / first served' basis. Entries will be accepted upon receipt of the entry file and form, with payment to be sent within 7 days. Entries will close at **8pm on Monday 20th October 2025** or when the meet is full. Accepted entries will be published by **Monday 27th October 2025**. The Promoter reserves the right to close the meet to entries once the maximum number of entries is reached.

"No Time" (NT) entries are allowed. Long course times will be accepted provided that they are converted to short course times when entered into Hy-Tek and are drawn from British Rankings.

Individual entries will only be accepted if the club/swimmer has arranged for appropriate supervision during the competition. This must include club Disclosure and Barring Service (DBS) checked and safeguard qualified personnel.

British Rankings may reject Meet results containing database errors. The errors are often in the accuracy of the entrant's name, the official club name and date of birth. As recommended by the Rankings Department, all entries will be validated using the online entry tools available at www.swimmingresults.org. It is therefore recommended that Clubs should use these tools to validate their entries prior to submission. Entries that are found to contain errors may be rejected.

Competitors must be Club Compete members of an affiliated club, eligible to compete and registered in accordance with Swim England Laws and Technical Rules and may enter in the name of one club only. Entries will only be accepted from competitors registered as members of Swim England, SASA or WASA or competitors from a country affiliated to FINA.

The Female category is for birth sex females in accordance with Swim England's Transgender and Non-Binary Competition Policy. By entering the 'Female' category you confirm that your birth sex is female. The Male/Open category is for birth sex males, Trans or Non-Binary swimmers and any swimmer not eligible for the female category.

REFUNDS

With the exception of withdrawals due to injury or illness, no refunds for withdrawals will be made after the Meet entry closing. Full refunds for withdrawals due to injury or illness will be provided on receipt of proof of injury or illness through a doctors/medical certificate or similar.

SIGN IN

The Meet requires all swimmers to sign in on arrival for each session of swimming. A 'sign-in' meet, allows more swimmers into the meet by avoiding empty lanes from withdrawals. **Swimmers must SIGN IN before EACH session.** Sign-in will close at the start of warm-up for the session.

EVENTS

Heats will be run with all ages seeded together based on entry times and the slowest swimmers first. Heats will be spearheaded. Starts will be "over the top" where possible, at the Referee's discretion, to ensure that the events run to time in each session. Backstroke ledges will be available for use during the meet.

The promoter reserves the right to amend the Programme of Events in order to ensure the smooth running of the meet. The submission of entries will indicate acceptance of these Conditions.

SWIMMERS WITH ADDITIONAL NEEDS

Swimmers with classifications (S Categories) and those who require additional provisions to access the event are requested to notify the Meet Promoter when submitting their entries. They will be accepted subject to the Promoter being able to make suitable health and safety arrangements. A secondary strobe light is available for S15 swimmers.

ADDITIONAL ENTRIES AND RESERVE/TRIAL SWIMS

Additional entries and time trials may be accepted after the entry closing date if space is available and at the discretion of the Meet Promoter.

Reserve/time trial entries may be accepted on the day at the discretion of the Meet Promoter and are used to fill spare lanes if available after seeding is complete. Reserve/time trial swimmers must already be entered into the Meet. Please indicate at the sign-in if you wish to be considered.

Successful reserve swimmers will be announced towards the end of the warm-up session and a **payment of £15 per event** must be made or the reserve swimmer will be withdrawn.

WARM-UP AND COOLDOWN POOL

The pool will be available for warm-up at the start of each session. Timings will be as given in the schedule of events and the programme. These may be revised following the publication of the accepted entries.

Coaches must supervise their swimmers during the warm-up to prevent them from endangering themselves or others. Diving is not permitted during warm-up except when sprint lanes are designated and announced as open.

A cooldown pool will be available. This will open at the end of the warm-up before each session. The cooldown pool is lifeguarded but otherwise unsupervised: coaches are responsible for supervising

their swimmers in the cool down pool to prevent them from endangering themselves or others. Diving and use of the diving boards is not permitted at any time in this pool.

POOLSIDE ACCESS PASSES

Poolside passes are required for all non-swimmers accessing poolside or changing rooms and are available at a cost of £20 per day. This includes all coaches, team managers and support staff. Passes are required for each individual in a session and may be collected from the sign-in desk before entering the pool. Coach passes include one lunch each day, meet programme and poolside refreshments. Where different Coaches/Team Managers are attending different sessions, passes may be transferred to other users with permission of the meet organisers, but all users must have valid Disclosure and Barring Service (DBS) checks with their club and comply with the Swim England Child Protection Policy. Only competing swimmers and swimming coaches/Team Managers displaying the appropriate pass will be allowed on poolside for Health/Safety/Insurance reasons. Poolside passes must be displayed at all times.

All swimmers are to be supervised by their coach/team manager during warm up and whilst on poolside. It is the responsibility of the club in the name of whom the competitor has entered the competition to ensure they have sufficient Coaches and Team Managers in attendance to adhere to the supervision ratios within the Swim England Team Manager, Coach and Chaperone Policy. Coaches and team managers are responsible for the behaviour of their swimmers at all times. Individual swimmers who are unable to arrange a Coach and Team Manager may be placed with the Chalfont Otters team at the discretion of the Promoter.

Passes are to be applied for via the club summary entry form. Passes must be ordered at least 10 days before the start of the Meet. Heat sheets will only be provided to officials, coaches and team managers displaying passes.

For the safety and welfare of all swimmers, **spectators and parents are NOT allowed poolside, in the changing rooms or in the marshalling areas during the Meet.** It is a requirement that all teams have the requisite number of coaches, Team Managers and/or Chaperones with them to access the poolside. Any non-team entries under the age of 16 shall have a responsible adult in the facility at all times when they are present.

AWARDS

All events will be operated on a heat-declared winner basis and medals will be given to the top three swimmers in each age group (male/open and female).

OFFICIALS

To ensure the Meet can run effectively and efficiently, all clubs are required to provide a number of officials in proportion to the number of their entries, with a minimum of two officials. Clubs with fewer than 10 swimmers entering should aim to provide at least one official. The link for officials to sign-up to the Meet will be given on the website. Trainee officials are also welcome and we will endeavour to provide mentoring, if numbers permit. Please indicate in which areas you would ideally like mentoring in the "Notes" section when you sign up. Any questions can be directed to the Officials Co-ordinator at officials@chalfontotters.org.uk.

MEET RESULTS

Heat sheets will be available at the start of each session via Meet Mobile, which may also be used for viewing results during the Meet. Official meet results will be posted on the Chalfont Otters

Swimming Club website as soon as possible after the Meet and will be passed to Swim England for their reference and inclusion in Rankings.

SPECTATORS

A limited number of spaces are available for spectators. Entry for spectators is £7 per session (under 12-year-olds are free, however must be supervised by an adult at all times). Payment is by card only. Spectators may also be requested to follow certain precautions for the benefit of all swimmers, volunteers, officials and fellow spectators.

HEALTH & SAFETY

No outdoor shoes to be worn on poolside. No large bags are allowed poolside. Lockers are available and take a £1 coin/token. Swimmers are asked to ensure they wear appropriate footwear and clothing when in the gallery or reception area.

The pool depth is 1.8m at the start end and 1.0m at the turn end, the starting platforms are 0.75m above the water surface. It is the responsibility of coaches and clubs to ensure that all swimmers are competent to the standard of the Swim England competitive start award. Only swimmers competent in the Competitive Start Award will be permitted to start from the block with a shallow racing dive. All other swimmers must start in the water.

All participants must observe the safety precautions in operation at the Chilterns Lifestyle Centre. Neither Promoter nor Chalfont Otters Swimming Club will be responsible for any loss or damage occurring during the Meet.

CAR PARKING

Car parking is available at the Chilterns Lifestyle Centre (Chiltern Avenue Car Park, Ringgo location 5251021, postcode HP6 5AH). The car park is chargeable 07:00-19:00 7 days per week and operates a maximum 5-hour stay, with no returns allowed on the same day.

A multi-storey car park (Amersham Multi-Storey Car Park, Ringgo location 5251020, HP6 5AY) is a few minutes' walk from the Leisure Centre and allows all-day parking.

REFRESHMENTS

The Chilterns Lifestyle Centre has a small café that will be in operation through most of the Meet. Amersham town centre is only a few minutes' walk from the Centre and has a number of cafes, along with shops where snacks and drinks may be purchased. Food may not be taken onto poolside. Refreshments and lunch will be provided for coaches who have purchased a poolside pass and for officials.

DATA PROTECTION

The data you provide will be processed for the purposes of running the Meet, including seeding, programme (online and printed), results, management of officials and management of child protection poolside. You agree that we may publish your (or your club members') personal information as part of the programme and results of the Meet, and may pass such information to the governing body or any affiliated organisation for the purpose of insurance, licences or for publishing results either for the event alone or combined with or compared to other events. Results may include name, club affiliation, race times and DQ codes, gender, disability classification and age category. To submit the data to us you must have obtained permission from the individuals for the

uses specified. As required by the General Data Protection Regulations, consent to process and hold the data in line with these conditions will need to be given with the submission of entries.

FILMING AND PHOTOGRAPHY

Anyone who wishes 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.

The use of cameras or mobile phones for taking photographs in the changing area is strictly forbidden. Swimmers must ensure their mobile phones are put away at all times in the changing rooms. Filming or photographing of yourself or anyone else for any purpose (other than coaching as below) is prohibited both poolside and in the changing rooms.

Any person found to be breaking these rules will be asked to leave the building and will take no further part in the competition. The club also reserves the right to take further action against anybody breaking this rule.

The safety of children and young people for this event is of paramount importance. If you have any child safeguarding concerns at the event, please contact the Meet Promoter.

APPEALS

Any appeals must be submitted in accordance with Swim England procedures and will be handled by the Meet Promoter and Referees.

GENERAL

Any point not covered by these rules will be at the discretion of the Meet Promoter. Depending upon the situation, the Meet Promoter or Referees' decision, respectively, will be final.



The financial assistance of the Feast of St Peter through grant funding provided for this event is gratefully acknowledged.