

## **Swim Wales Competition and event licensing regulations**

The following contains information regarding the licensing of competition and events in Wales, under the guidance of Swim Wales. All licensed meets are subject to FINA Rules and Swim Wales Laws.

For the purposes of this document the terms meets, competitions, events and galas are interchanged and refer to aquatic activity in a competitive setting.

Licensing of a competition includes the following:

- Endorsement by Swim Wales as an approved and recognised competition
- Publication on the Swim Wales competition calendar
- Access to resource and support
- Publication of achievements via the National Rankings Database (national achieve of times achieved by swimmers in the UK)

Licensing of a competition does not include the following:

- Insurance of a given event

## **Supporting Documentation**

### *Event Guide*

Swim Wales has published an event 'How to Guide', offering support and advice to event managers and organisers, delivering swimming competitions in Wales. This can be found on the Swim Wales Website. It is advisable to consult this guide before completing your application, if you still have queries please contact the team: [swimwales-events@swimming.org](mailto:swimwales-events@swimming.org)

### *Risk Mitigation Consideration List*

Licensed events are the responsibility of the host club or organiser. This includes creating a safe and manageable competition environment for all attendees. The published Risk Mitigation Consideration list is to event organisers ensure events are delivered safely. Clubs are encouraged to use the document however the list includes are recommendations only, and are not prescriptive conditions of licensing.

### *Risk Assessment Template*

Swim Wales have produced a template risk assessment which can be used by clubs and event organisers to ensure safe and manageable delivery of their competition. The risk assessment should reflect the specific requirements of your competition.

## Meet licensing Regulations

- Applications for meet licensing must be made through the Swim Wales events team.
- Application forms can be downloaded from the Swim Wales website
- Clubs must be registered with Swim Wales in order to apply for event and league licensing.
- Payments for meet license must be made before license numbers will be released. Payment should clearly state CLUB\_EVENT\_DATE00/00/00 to ensure payments are recorded and tracked.
- The competition year will commence on the 1<sup>st</sup> of September each year.
- The full licensed calendar of events will be available on the Swim Wales website. Competitions and events will be uploaded once the application process has been completed and on the receipt of licensing payment.
- Clubs are advised to avoid multiple events of the same licensing level on the same weekend within the same region. The Swim Wales team will review each licensing application and advise clubs to source a reasonable solution in the event of a 'clash'.

## Level of meet

### *Open meets*

#### Level 1

- Meets at this level include long course National and Regional Championships.
- Purpose: To enable athletes to achieve qualifying times suitable for entry into British and Welsh National Championships.
- Pool Length: Long Course (50 metres) only.
- Entry Criteria: A minimum qualifying time is required, consideration times may be included. The entry time should reflect the standard of swimmer you wish to attract.
- Events: Meets can be held at any time, subject to approval and avoiding National and Regional dates.
- Age Groups: Open meets may choose as at 31<sup>st</sup> December in the year of competition or age on the last day of competition. This must be published in your event information pack.
- Minimum age: 10 years if age as at 31<sup>st</sup> December, or 9 years if age on the last day of competition.
- Electronic Timing with full lane display scoreboard and anti-turbulence ropes are required.
- Officials: see below
- License Fee £25

#### Level 2

- Meets at this level include short course National and Regional Championships.

- Purpose: To enable athletes to achieve qualifying times suitable for entry into British and Welsh National Championships.
- Pool Length: Short Course (25 metres) only.
- Entry Criteria: A minimum qualifying time is required, consideration times may be included. The entry time to reflect the standard of swimmer you wish to attract.
- Events: Meets can be held at any time, subject to approval and avoiding National and Regional dates.
- Age Groups: Open meets may choose as at 31<sup>st</sup> December in the year of competition or age on the last day of competition. This must be published in your event information pack.
- Minimum age: 10 years if age as at 31<sup>st</sup> December, or 9 years if age on the last day of competition.
- Electronic Timing and anti-turbulence ropes are required.
- Officials: see below
- License Fee £20

### Level 3

- The purpose of Level 3 meets is to support the development of inexperienced athletes and those seeking to compete outside their own club environment.
- Meets at this level include Development Meets, Swimming Leagues and Club Competitions which are:  
A single club competition restricted to its members as in club championships, or  
Inter- club competitions providing:
  1. The event does not include more than eight clubs.
  2. The participating clubs must be invited by the promoter to take part in the event.
  3. The promoter has supplied the conditions for the event.
  4. The whole event takes place in one pool on one occasion and does not form part of a series of events, the results of which are aggregated or considered together to decide the eventual winner.
- Pool Length: 25m or 50m pools can be used.
- Minimum Age:
  1. Events restricted to one club, Welsh Junior Development Meets including meets run by Swim Wales Clubs – 8 years.
  2. Inter Club Events limited to 8 clubs, excluding swimming leagues – 8 years.
  3. Open Meets – 9 years.
- Electronic timing recommended.
- Official - see below
- License fee £15

### *Licensing of leagues*

Please contact the team to discuss your league license: [swimwales-events@swimming.org](mailto:swimwales-events@swimming.org)

- License fee £25 per league gala

### *Masters*

- Pool Length – 25m or 50m pools can be used.
- Age Groups: As determined in FINA Technical Rule MSW 1.
- Events may be conducted as outlined in FINA Technical Rule MSW2.
- License Fee £15.

### **License Compliance**

Reports are to be completed in full following completion of the event.

The event summary must be submitted to: [swimwales-events@swimming.org](mailto:swimwales-events@swimming.org) within 5 days of the competition finishing.

The remaining report should be completed by the events team and held by the event organiser as a record of compliance. This may be called upon at a later date to evidence proof of compliance if required. The document offers a checklist of considerations and actions to support organiser's delivery safe and manageable events.

### **Para-Swimming at competition**

Swim Wales are constantly working to ensure equal opportunities across all levels of aquatic competition. To ensure the continued development and integration of Para-Swimming in Wales, Swim Wales are committed to guiding clubs towards a fully integrated competition pathway.

As a result, Para-Swimming qualification times should be provided in the meet pack to allow for fully integrated entry opportunities.

Para-Swimming qualification times do not suggest separate Multi-Classification events are required; Para-Swimmers should be seeded for heats relevant to their entry time.

The Swim Wales recommended Para-Swimming qualification times are available on the swim wales website. For more information and support please contact [swimwales-events@swimming.org](mailto:swimwales-events@swimming.org)

Para-Swimmers must adhere to the following criteria:

- Swimmers competing in an integrated competition and entering on a Para-Swimming qualification time should hold a British/IPC classification. Swimmers without a classification are ineligible to enter with Para-

Swimming qualification time and must qualify for entry on an able body time

- In the event of a classification event being held during an event, organisers must ensure relevant facilities are available and accessible
- All events operating with a multi disability integrated programme must ensure that they have access to a Disability Points System software
- Where separate Para-Swimming events are taking place, heats should be arranged time seeded

## Officials

Below are detailed the minimum number of Technical Officials required for Licensed Meets. All individuals officiating at any meet of any level must be a member of a club affiliated to Swim Wales, Swim England, Scottish Swimming or a FINA official from another country.

### *Level 1 and Level 2*

All officials are required to be qualified for the role undertaken. (Exception see note regarding mentors for J 1 and J 2 Trainees)

- Referee (2)
- Starter (1)
- Judges of Stroke (2)
- Chief Timekeeper (1)
- Finish Judge (2) optional see FINA Rules
- Chief Inspector of Turns (2)
- Inspector of Turn / Timekeeper
  - Start end – 1 per lane
  - Turning End at least 1 Inspector per two lanes.

### *Level 3*

- Referee - The person acting as Referee should either be a qualified Referee, or a qualified J 2S official.
- Starter (1) – may be on work book for J 2S qualification.
- Judges of Stroke (2)
- Chief Timekeeper (1)
- Finish Judge (2)
- Inspector of Turn / Timekeeper
  - Start end – 1 per lane
  - Turning End at least 1 Inspector per two lanes.

### *Mentor*

It is recommended that a mentor is appointed for all meets. If officials are J1 or J2 trainees on workbooks, then a Mentor MUST be appointed for the meet license to be valid.