

Competition Entry Information



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Email any Queries to: events@harrowswim.com



AN OUTLINE OF SEASONAL GALAS

Galas are licensed by the ASA as either a Level 1, Level 2, Level 3 or Level 4 Meet. All times recorded in a licensed meet will be shown in the National Rankings database (which is open to everyone to see) and are needed to prove a time for entry into a certain Meet. These times can also be found in the Estats section under results. This is particularly important for qualification into Regional or National Events where qualification can only be achieved at certain Levels of Meet e.g. for Regional events only times at Levels 1,2 or 3 Meets are acceptable.

Level 1 and 2 Meets must have a minimum set of qualifying standards. No upper limit time is required. They are aimed the higher level of swimmer such as National and Regional qualifiers and the better County Level swimmers.

Level 3 Meets require Upper limit times and qualifying times and can attract a wide spectrum of swimmers. The qualifying times can vary widely from times which are equivalent to County qualifying times to those which can enable inexperienced swimmers to compete.

Level 4 Meets are intended for either Novice events or Club Championships. Times achieved are eligible for County qualification.

Meets are either held in a 50m Pool (long course) – all level 1 meets and occasionally level 2 or 3 meets – or a 25m Pool (short course) which is relevant to most swimmers below regional standard.

Times achieved in these meets are recorded with a view to reaching one of the following standards, although most swimmers will predominantly focus on improving their personal best times throughout the year.

Qualifying Standards

Middlesex County Championships

The initial standard competitive swimmers seek to achieve. Times achieved at all licensed meets qualify for these championships which are held in a 25m pool. Times are short course (either achieved in a 25m pool or converted from long course times)

Regionals Qualification - London

Held later in the season, these championships take place in a 50m pool and qualifying times are faster than those for the counties. This is the minimum standard for swimmers in the performance squad. Times must be either achieved in a long course pool or converted from short course times.

South Zonal Championships

These championships incorporate swimmers from the London, South West and South East Regions and are again swum in a 50m pool using long course (including converted) times. These have tougher qualifying standards than the Regionals

Nationals

Held towards the end of the season for those reaching the highest standards in the country.

Harrow also sometimes hosts some **non licensed meets** – i.e. Sprint Meet – in order to give novice swimmers a chance to experience gala conditions. Times cannot however always be used to enter other galas

The Milton Keynes Junior League (for swimmers aged 9 – 12) and the National Arena League (for swimmers

9 and over) are Team Competitions in which The Borough of Harrow Swimming Club takes part. Each cycle includes three rounds in a season and these take place in the south east region. Swimmers are selected to take part based on times achieved. Training camps are often set up for swimmers selected for these competitions.

Harrow Galas

- Club Championships – where possible all swimmers should look at entering. There are no qualifying times required.
- Regional Qualifier - aimed at all swimmers, not only those seeking regional qualification
- Xmas Cracker Meet - level 3 meet accepting most swimmers - Harrow swimmers have priority entry
- End of Season Meet - level 3 meet accepting most swimmers – Harrow swimmers have priority entry



GALA INFORMATION – WHERE TO FIND THE NECESSARY INFORMATION

The swimmer's coach should be identifying which galas your child should be targeting and may identify which events they should swim. If you don't know which galas or events to enter, please ask the coach, or go through the squad rep if necessary.

You will need to check the schedule and entry conditions prior to submitting an entry to a gala. In order to find out this information, click on the specific gala via the Calendar page (which is found via the Competition Tab)

This will take you to the Meet info Page with the relevant details including attachments which you need to check

	2
Barnet Novice Meet Oct 2 2016	
	9
Hillingdon Autumn Open Meet Oct 9 2016	

Related Downloads:

- [Entry Info including Schedule](#)
- [Upper Qualifying Times - Must not be faster than these times](#)
- [Novice Full Rules and Conditions](#)

Main Event Link:
[Barnet Cophall Website](#)

[Register & Pay](#)

What you need to Check

- When are the races that you want to enter – if you only want to enter two races and one is at the beginning of the day, and the other is right at the end, this may not be convenient. Ensure you check that you can make the session/s in which the preferred races are scheduled.
- If a qualifying time is needed – ensure that you only enter if your child has a qualifying time. Usually there is an upper qualifying time for junior swimmers. That means that their entry time must not be faster than the times shown. This is only likely to be the case if your child has reached county level.
- When is the closing date. Do not leave your entry until the last minute as there may be technical issues which could lead to you not getting the entry in. Also entry deadlines can be brought forward to ensure that Harrow get our entries in early enough (galas are often first come, first served so it is important to get entries in as early as possible)

HOW TO ENTER

Once you have identified which gala and races to enter - Entry is via the website – click on Gala Payment

We need your HELP!

Then Click on the Gala to enter races and submit payment.



ESTATS

ESTATS is the Team Manager Software that contains a database of Borough of Harrow Swimmers. It contains information on every swimmer who competes, which galas they enter, their results, their personal best times and club records.

When entering a gala, the information is put into Estats. The results from that gala are then put into Estats so that there is a record of every swimmers competitive history.

Why should I look at ESTATS?

Meet Entries

When you enter a gala, this is recorded on the database. Emails are not sent out individually to confirm entry. Therefore, Estats should be checked by swimmers/parents to ensure that the correct entries have been recorded. It can be difficult to get this amended later if inaccurate so checking this makes sense.

Note this does not confirm that the entry has been accepted by the gala organiser, just confirms that the entry has been submitted to the gala for consideration.

It can be easy to forget which races a swimmer has been entered for – this can be easily checked on Estats

Meet Results Once results are confirmed, these can be found here per gala

Swimmers PBs These are automatically updated following gala results being logged

Estats contains swimmers personal best times for each stroke/distance. Also gives long course and short course personal bests. Use these times when checking if a swimmer is eligible for a swimming gala

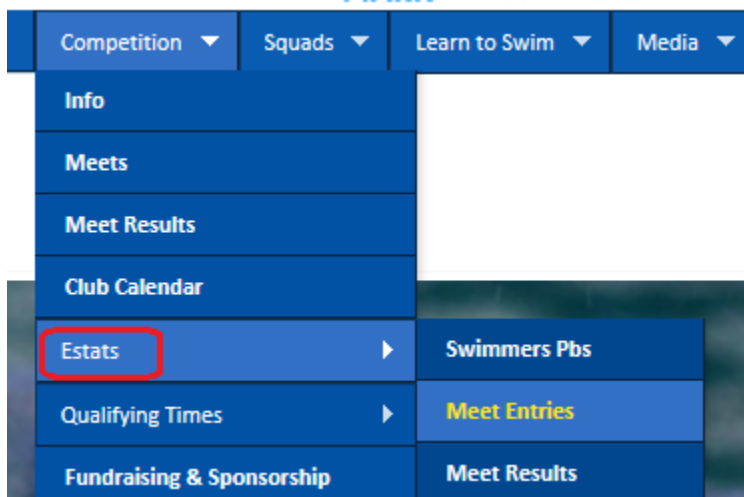
Club Records These are based on the age at which the swimmer was competing as.

EG. If the meet requires the swimmers to swim as age at end of the year, the swimmer may be swimming as a 12 year old but is actually 11 on the day of the meet. For club records, their results would count as a 12 year old, not as an 11 year old.

How do I access ESTATS?

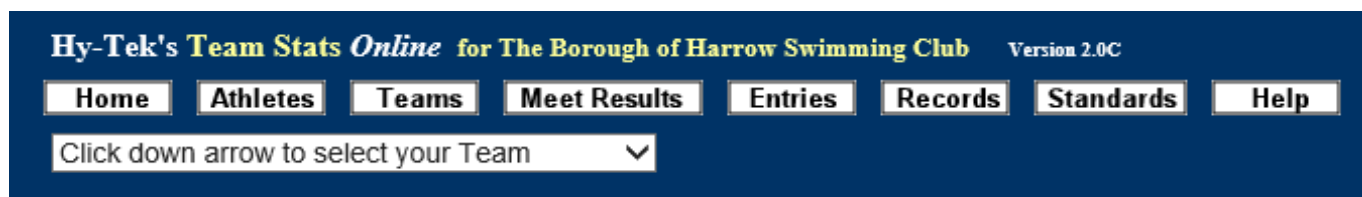
You have to be logged into the website to access this information.

Estats can be found under the **Competitions** Tab



Click on the option required (Swimmers PBs / Meet Results / Meet Entries / Club Records)

If the details don't come up immediately, you may need to click on Home and on The Borough of Harrow SC



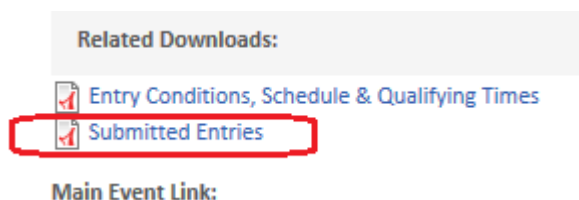
If any details are not accurate or you have any queries/difficulties with obtaining the information, please advise the competition secretary on events@harrowswim.com

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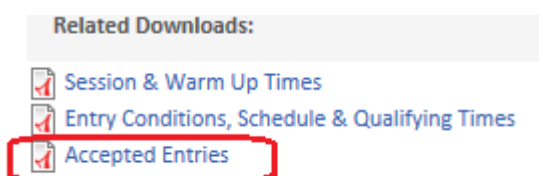
ONCE AN ENTRY HAS BEEN SUBMITTED

Check Estats to ensure that your entry has been logged by the competition secretary
These entries will be submitted to the gala organiser unless you are advised otherwise. An email will not be sent to confirm receipt of the entry.

Once a deadline has closed and entries are submitted to the gala organiser – a list of these entries can be found in that particular Meet Info Page



The gala organiser will advise the competition secretary of accepted / rejected entries as soon as possible. Accepted entries will be posted onto the website in the same Meet Info Page.



Emails will be sent to any competitor who has rejected entries
Refunds will be made via credit on online gala accounts



PRIOR TO THE GALA

Prior to the gala, an email will be sent out via the website to advise of warm up/session times and other important information including which coach will be attending the meet

It is however important to take responsibility for checking the website for that particular gala to avoid missing any last minute information. Harrow Swimming Club takes no responsibility for swimmers missing races or sessions.

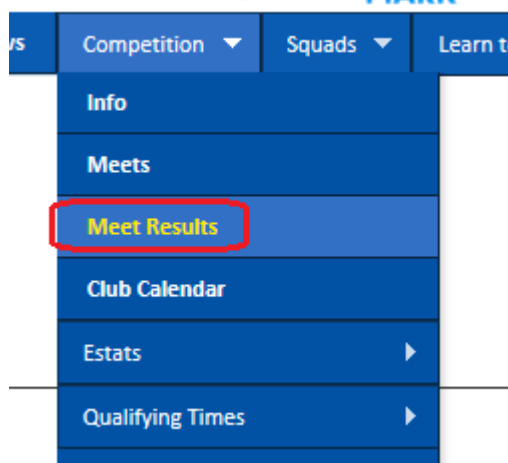
Important information you need to ensure you know prior to the Gala

- Warm Up / Session Start Times
- How long will you be at the gala – ensure enough food and change of clothing etc
- Coach / Team Manager – contact details so they can be advised if a swimmer cannot attend or is delayed
- Withdrawal procedure
- Is there is a signing in procedure – if so – what time is the deadline for signing in. If a swimmer is not signed in they may be withdrawn from that race/races

RESULTS FROM THE GALA will be logged onto our database as soon as possible

These can be found in

- Estats Meet Results
- Meet Results on Website (via the Competition Tab)



Times are also sent to the ASA Rankings and posted onto the Rankings Database



AT THE GALA – What You Need to Know!

Arrival

In advance of the gala, check the Warm Up times, Session times and any deadline for signing in.

Swimmers should be poolside ready for the warm up at least 15 minutes prior to the start of the warm up.

Do not be late! If you will be delayed, please advise the coach allocated to this meet.

Swimmers can usually go straight in to the changing rooms – only parents and other spectators need to queue and pay.

If wishing to take photos/videos poolside, ensure that the permission document has been signed.

Parking can often be a problem due to the pressure on spaces, especially if you are arriving for a later session. Allow time for parking delays if you are unfamiliar with the venue.

Clothing

All Borough of Harrow Swimmers should be wearing club kit poolside and, where directed, on the way to/from the gala.

Swimmers need enough towels, dry change of clothing, especially during a 2 or 3 session gala as the day can be long!

There are sometimes lockers available in the changing rooms where spare clothing/wet items can be stored - £1 or 20p coins may be needed for these.

Swimmers must have footwear (e.g. flip-flops) on poolside as they otherwise won't be allowed to go into the public areas

Nutrition

Food can often be purchased at the venue but this is not guaranteed and where possible, ensure the swimmers have sufficient snacks, drinks and meals (e.g. pasta, sandwiches etc if the gala stretches over more than one session).

Sweets should be only provided for after the gala!

Poolside Personnel

There will always be at least one coach at the gala. In some cases there will also be a team manager.

Report to the coach/team manager on arrival poolside

Do not leave the pool area without telling the coach (or Team Manager if there is one). This is especially important to ensure that swimmers do not miss races. Parents should not ask children to leave poolside during the swim sessions. Inform the coach if the swimmer needs to withdraw from any (or all) races, and ensure the withdrawal procedure is followed.

Swimmers should report back to the coach at the end of their race for feedback

Behaviour

As a representative of the Borough of Harrow Swimming Club, swimmers behaviour should be of the highest standard at all times.

Harrow swimmers sit together poolside. Stay in this area when not swimming.

Cheer your team mates if possible during their races.

There is often a swim down pool available. Ensure this is used as directed – it is not a play area.

Awards

Medals usually must be collected on the day. Results are posted on the wall - or there is an awards desk – check these when possible and collect your medal.

If a swimmer is unable to collect a medal due to leaving early, ask someone to get it on their behalf if possible. It is often not possible to collect medals following the end of the gala, and this can be a great disappointment!

See the Frequently Asked Questions on the website for further information - <http://www.harrowswim.com/?q=faq>

