L1 Spring Open Meet
14th & 15th March 2026
Licence No. – 1SE260339

MEET CONDITIONS

VENUE:	• Surrey Sports Park, Guildford. • The pool length is 50m, with 8 lanes, and will be equipped with electronic timing with full display and anti-wave lane ropes. • Backstroke ledges will be available.
AFFILIATION:	• Guildford City SC is affiliated to Swim England South East Region. • The meet will be held under Swim England laws and Regulations and Swim England Technical Rules of racing. • The meet is licensed at Level 1 under licence no. 1SE260339 for entry into National, Regional and County Championships
AGE GROUPS:	• Age groups are: 10-12, 13, 14, 15, 16, 17+. • Ages as at 23.59 31st December 2026.
COMPETING CATEGORIES:	• Swimmers will be required to swim in one of two groups, Female or Open/ Male swimmers. • '*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, a swimmer confirms that their birth sex is female'*
EVENTS:	• Events will consist of 50m, 100m and 200m all four strokes, 400m, 800m, 1500m Freestyle, and 200m and 400m Individual Medley. • There will be a Junior Final (ages 14 and below) and a Senior Final (ages 15+) for all 50m, 100m and 200m events. All remaining events will be heat declared winners in each individual age group. • If there are 8 swimmers or fewer in any Junior or Senior event where medals are due to be decided by a Junior or Senior Final, the Promoter may decide that the Final will not take place and the medals for that event may be decided by the heats. • Events will be seeded into heats from submitted entry times with slowest heats swum first. Heats will be swum in a spearhead formation. In events where there are finals, the last three heats will be cyclically seeded.

ENTRIES:	• **The objective of the Meet is to provide the opportunity for swimmers to gain qualifying times for Aquatics GB Swimming and Next Gen Championships 2026 and Swim England National Summer Championships 2026** • The Opening date for entries is **Midday, Monday 26th January 2026** • The Closing date for entries is **Midday, Wednesday 11th February 2026** • A Hy-Tek events file will be available to download at least two weeks before the Opening date from the Guildford City website: https://www.gcsc.co.uk/guildford-city-level1-march-2026 • Guildford City will only accept official club entries for this meet and will not accept Individual entries. • Club entries with long course times (short course conversions will be accepted) should be submitted electronically, during the entry window, by completing the form and uploading the Hy-Tek entries file at https://www.swimcomp.com/gcsc/gcsc-l1-march-2026/entries • The submission of entries indicates acceptance of the Meet Conditions. • Entries may be restricted to keep the session times within appropriate timescales. Acceptance of all entries will be based on submitted entry times. • Entry times must have been swum at a Licensed (Level 1 – 4) meet and published on British Swimming Rankings. Entries must meet the published minimum qualifying standards and all such entries will be considered. • For the 800m and 1500m Freestyle events, acceptance of entries will be based on the fastest submitted entry times in the Junior (14 and below) and Senior (15 and above) categories. • For all other events, acceptance of entries will be based on the fastest submitted entry times by age group. • The Promoter reserves the right to give preference to entries from **overseas clubs or clubs not affiliated to Swim England,** where the pre-booking of flights is required to travel to and from the Meet. All entries must meet the published qualifying times, and proof of times may be requested. Any such application must be notified before **1st February 2026** by email to the Meet Promoter at **open.meets@gcsc.co.uk.** The Promoter recommends that no travel or accommodation arrangements are confirmed until the Club receives written confirmation of entry. Guildford City cannot be held responsible for any costs so arising. • Entries from clubs who have repeatedly and systematically failed to adhere to Meet Conditions from previous Guildford City meets, or those with an outstanding balance, may be rejected at the Promoter's discretion. Any club whose entries would be rejected on this basis will be informed before the Entry Opening date by the Meet Promoter. • Details of accepted and rejected entries will be posted on our website no later than one week after the closing date. **Please Note**: If the letters **SCR** appear next to your entry time, your entry has been rejected in accordance with our Meet Conditions.

ENTRY FEES:	• For the 800m and 1500m Freestyle events, entry fees are **£15** per event. • For all other events, entry fees are **£10** per event. • All entry fees include a levy of 35p per event payable to Swim England South East Region. • Instructions for payment for accepted entries will be emailed to clubs after the entries have been processed by Guildford City. Payment will become due upon sending of this email. • **There will be no refunds for withdrawals after the initial closing date** other than for withdrawals for medical reasons that are accompanied by the appropriate certification.
RESERVE LIST AND TIME TRIALS:	• If the meet is oversubscribed, a **reserve list** will be operated. Only swimmers whose original entry into an event has been scratched will be eligible for inclusion on the reserve list for that event. • After all entries received before the Entry Closing date have been processed, if the Meet is undersubscribed the reserve list will be opened to swimmers meeting the qualifying times in the wider swimming community. • Swimmers can request to be placed on the reserve list by emailing open.meets@gcsc.co.uk after the publication of the accepted entry list, and **before midday Wednesday 25th February 2026.** • Should opportunities to participate arise for reserve list members, acceptance of swims will be at the Promoter's discretion and will operate on the same basis as original entries. • The Promoter reserves the right to allow Time Trials or additional entries that are slower than the qualification times, if the meet is not full after the closing date for the Reserve List. Time Trials or any additional entries will be charged the same entry fee as all other entries. • The Promoter retains ultimate discretion and authority over the management of the reserve list, Time Trials or any additional entries. • **Successful reserve list applicants will be informed as soon as possible after their participation has been confirmed, and no later than 15 minutes after the start of the warm-up for the corresponding session.**
SWIMMERS WITH ADDITIONAL NEEDS:	• A secondary strobe will be provided where it is requested by the athlete **at the time of entry**. • Swimmers who wish to enter who have classifications (S categories) or require additional provisions to access the Meet are requested to email the Promoter at **open.meets@gcsc.co.uk** before **1st February 2026.** • Para swimmers will be accepted at the Promoter's discretion, adopting a guideline minimum requirement of 280 British Para-Swimming Points for acceptance. Qualifying swims must show on the Aquatics GB Rankings and may be achieved in either a long course or short course pool. • Results will be produced for classified swimmers using the most recent Hy-Tek Meet Manager functionality for calculating British Para-swimming points.



SIGN-OUT AND WITHDRAWALS:	• This Meet will be run on a **SIGN-OUT basis**. • To avoid empty lanes and to promote good racing and fair competition for all swimmers, **strict withdrawal conditions** apply. • Any swimmer who can no longer (or no longer wishes to) compete in an event **MUST** withdraw**.** • A Withdrawal Form will be available after the Entry Closing date at https://www.swimcomp.com/gcsc/gcsc-l1-march-2026/withdrawal • Withdrawals must be submitted using the Withdrawal Form, or in person at the Announcer's desk, **before the start of the session** in which the swim would have taken place. • Any withdrawals after the start of the session must still be notified in person at the Announcer's desk and will be recorded as **LATE WITHDRAWALS.** • Any swimmer who does not withdraw and does not compete in their designated race will be recorded as a **NO SHOW**. It is the responsibility of swimmers to report to the marshalling area in enough time for each event. Guildford City cannot be held responsible for any swimmer missing the start of their designated race. • At the Promoter's Discretion, any swimmer who is recorded as a NO SHOW or a repeated LATE WITHDRAWAL may be **withdrawn by the Promoter for any or all subsequent events.** No refund will be issued for any such withdrawals. • Repeated failure of any club to follow the withdrawal conditions will be looked upon unfavourably. • In particular, entries into future Guildford City meets from clubs who have previously systematically failed to withdraw swimmers will receive lower priority when accepting entries.
WARM-UP:	• Warm-up timings and details will be circulated to competing clubs before the Meet. • Swimmers and coaches must ensure that they take no action that would endanger themselves or others. • Sprint lanes will be announced as appropriate during the warm-up.
AWARDS:	• Medals will be awarded to the top three placed swimmers in each age group in the heats of each individual event. Additionally, medals will be given to the top three placed swimmers in each final. • Presentations will not be made. Awards should be collected from the awards table. • Points will be awarded to the top eight swimmers in each age group. Eight points being awarded for first place, seven for second and so on down to one point for eighth place • The visiting club whose swimmers achieve the combined highest points will be awarded the Top Visiting Club award.

OFFICIALS:	• As with all meets, this meet can only take place with enough Licensed Officials to satisfy the conditions required to run a meet licensed at this level. • **All clubs submitting entries are requested to assist in the running of the meet by supplying details of any Licensed Officials who are willing to assist at this Gala.** • Officials should please sign-up directly using the following link: https://swim-meet.com/Availability/?m=8352 • Too few Licensed Officials may result in the Promoter being required to take measures to safeguard the running of the meet. Such measures might include reducing the number of lanes and scratching previously accepted swimmers or downgrading the level of the meet, thereby removing the opportunity for swimmers to use times for qualifying for national championships.

POOLSIDE PASSES:	• We will be using the Swim England Poolside Pass system, that is used for National competitions, for coaches, team managers and chaperones.
	• **All coaches, team managers and chaperones must be registered with Swim England and have recorded their relevant qualifications in the Swim England systems.**
	• **Passes are available at a cost of £25 per day or £45 for the weekend.**
	  ○ **Chaperones:** If a chaperone pass is required, the club (Chairman/Secretary) needs to email Martyn Hudson at Swim England (martyn.hudson@swimming.org) with the members details (name and number) and request they be added to the list of Chaperones. Once added they remain on the list until removed.
	  ○ **Coaches, Team Managers, Chaperones:** The pass can be accessed through the member's individual page on the Swim England website. Log on using the following path www.swimmingresults.org > Members > Swim England Member Options and enter your Swim England membership number and password to access your membership page. Once onto your individual membership page, select the option "Purchase accreditation for events click here." You will then see a list of available competition passes available through the on-line pass system. Select the Guildford City Swimming Club pass and print your pass at home. If any of the requirements are in red, you must correct the data in the relevant Swim England system before you can print your pass.
	• **Deadline for poolside passes is Midnight Friday 13th March 2026**
	• **The pass must be downloaded and printed at home and brought with you to the meet**. We will provide wallets and lanyards.
	• We would recommend that passes are applied for early to ensure any missing data is provided ahead of the meet. **No-one will be admitted to poolside without a pass.**
	• For any queries about Poolside Passes please email open.meets@gcsc.co.uk.



SUPERVISION AND RATIOS:	• Clubs must ensure there are enough adults on poolside with valid passes and qualifications to provide adequate supervision in accordance with Swim England's Team Manager, Coach and Chaperone Policy, and with reference to their obligations and the recommendations laid down in Wavepower 2024, the Swim England Child Safeguarding Policy & Procedures. • **It is the responsibility of the visiting club to ensure ratios and safeguarding policies are upheld.** • Please see Swim England's Policy regarding supervision of swimmers - Coaches / Team Managers and Chaperones.
STRICTLY NO MOBILE DEVICES IN CHANGING ROOMS:	• Since 3 January 2024, Swim England has imposed strict additional rules about changing rooms. • Any use by any person of a device that can connect to the internet is prohibited from the point of entry to a changing room until exiting the changing room. In practice this means that any device must be in a bag or pocket - it must not be visible. • **There are no exemptions to this rule.** • If you believe there is a valid medical reason for using a device in the changing room this should be communicated in advance to open.meets@gcsc.co.uk and this will be raised with the Guildford City Swimming Club Welfare Officer.
PARKING:	• Guildford City will share parking arrangements communicated by Surrey Sports Park with visiting clubs before the start of the Meet. • Guildford City has no control over enforcement or otherwise of parking restrictions and as such can accept no responsibility for parking related matters.
DROP-OFF AND PICK-UP:	• Swimmers will be under the direct responsibility of their club's coaches and team managers while on poolside. • Parents must take responsibility for their swimmers immediately at the point of leaving the changing area. • **Parents are not permitted on poolside or in the changing area under any circumstances.** • Where external clubs have their own policies around Drop-Off and Pick-Up then they override Guildford City internal stipulation.
SPECTATORS:	• Spectator seating is free of charge but limited at Surrey Sports Park and admission for Spectators may be restricted accordingly. • Please be considerate of other spectators by not "camping out" on seats or blocking seats with bags.
PHOTOGRAPHY:	• All those attending the Guildford City Open Meets (competitors, coaches, team managers, spectators, officials, volunteers, contracted staff etc.) wishing to use cameras, video or digital image capturing devices (including mobile phones) should only do so after reference to their obligations and the recommendations laid down in Wavepower 2024, the Swim England Child Safeguarding Policy & Procedures and other Swim England Photography guidance. • **Photographic equipment must not be used anywhere in the changing rooms.**

BEHAVIOUR:	• The Guildford City SC Open Meet Management Staff and the Surrey Sports Park management reserve the right to remove any person from the pool area, whose behaviour is either against the pool rules or the efficient running of the meet.
HEALTH AND SAFETY:	• Everyone attending the event must familiarise themselves with the location of the emergency exits, which must be kept clear at all times. • Everyone is asked to observe all normal precautions in the pool area and when moving around The Surrey Sports Park. • Swimmers must not wear outdoor footwear poolside. • Swimmers must not leave the changing area unless they are dry and wearing clothes and shoes.
SECURITY:	• Persons are requested not to leave belongings unattended. • As space at Surrey Sports Park is limited, swimmers will not be allowed to bring large bags on poolside. • Belongings should be placed in the lockers in the changing area (£1 charge, which is refunded on leaving). • Guildford City nor the Surrey Sports Park Management will be held responsible for loss of personal property.
DATA PROTECTION:	• Entries and results will be managed via computer and available via the internet. • By submitting entries, consent is thereby given, as required by the Data Protection Act, to the holding of personal information on a computer. • Personal data, including submitted and recorded times, will be available during the meet.
ADMINISTRATION:	• For all information regarding this meet, please see the Guildford City website: https://www.gcsc.co.uk/guildford-city-level1-march-2026

- All enquiries, queries and submission of electronic entries should be sent to: open.meets@gcsc.co.uk
- Any eventuality, situation or dispute not covered by the above conditions or by Swim England laws and Regulations or technical rules of Racing shall be determined by the Meet Promoter.