



## **Kent County ASA Team Championships 2026**

**Saturday 12<sup>th</sup> September 2026**

**London Aquatics Centre, Queen Elizabeth Olympic Park, Stratford Cross, London E20 2ZQ**

**Meet Promoter – John Handley – [john.handley@kentswimming.org](mailto:john.handley@kentswimming.org)**  
**Event Manager – Nathan Friend – [events.manager@kentswimming.org](mailto:events.manager@kentswimming.org)**  
**Meet Entries Manager – Lynn Gates – [lynn.gates@kentswimming.org](mailto:lynn.gates@kentswimming.org)**  
**Lead Referee – Jean Scott – [jean.scott@kentswimming.org](mailto:jean.scott@kentswimming.org)**

**Any questions/queries regarding the Kent Team Championships 2026 must be directed to the Promoter in the first instance. The Promoter will liaise with the Lead Referee where necessary.**

### **Conditions**

#### **1. General Conditions**

- 1.1. The Kent Team Championships shall be run under Swim England Laws and Technical Rules, and these Promoter's conditions.
- 1.2. The Promoter reserves full powers over the Kent Team Championships.
- 1.3. The championships will be run in a Short Course pool.
- 1.4. A swimmer must be a Swim England Club Compete registered member of a Kent club in whose name the swimmer is nominated to swim at the closing date and remain so continuously until the Kent Team Championships has been completed.
- 1.5. A secondary strobe will be available.
- 1.6. A swim down facility is not expected to be available.
- 1.7. The Promoter shall decide any matter not provided for in these conditions and will determine the appropriate action against those concerned if any of these conditions are contravened. Should the Promoter be unavailable and an immediate decision is needed, the Event Manager shall have the power to decide on such matters.

#### **2. How To Enter**

- 2.1. The closing date for entries is 31<sup>st</sup> August 2026. A club entry summary form must also be sent with the entry file.
- 2.2. The entry fee shall be £12 per team per event entered, and entry fees shall be paid at the time of entry by electronic transfer using the following bank details: Business Name - Kent County ASA, Sort Code - 60-21-10, Account Number – 77774108, Reference - CLUBCODE-Relays26
- 2.3. Incorrect entries will not be refunded. If a team withdraws before the closing date, a full refund will be made.
- 2.4. All entries must be made by the club gala secretary using the electronic entry file – no other entries will be accepted.
- 2.5. Clubs shall complete and submit the SportSystems entry file to the Meet Entries Manager. Entries will be processed electronically using SportSystems software. Entry into this competition implies acceptance that necessary data is stored electronically.
- 2.6. There will be a SportSystems entry file provided by the Meet Promoter on the Kent Swimming website.



- 2.7. The club gala secretary will be advised as soon as possible after the closing date if any entries are rejected. A list of accepted entries will be posted on the county website and emailed to each club.

3. Meet Programme

- 3.1. The competition takes place on one day.
- 3.2. There will be separate events for (a) open/male (b) female and (c) mixed relay teams.
- 3.3. Mixed relay teams shall comprise two open/male swimmers and two female swimmers
- 3.4. 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 the club confirms that the birth sex of all relay team members is Female. This includes where female swimmers are required as part of a mixed relay team.
- 3.5. The Programme will consist of a 4x50m Medley Relay and 4x50m Freestyle Relay as specified in the programme at Appendix 1.
- 3.6. The age groups shall be 11 years and under, 13 years and under, 15 years and under, and Open.
- 3.7. The age of each swimmer shall be as at 31<sup>st</sup> December 2026.
- 3.8. In order to facilitate the smooth running of the Meet the number of entries shall be limited to 30 teams in each event. If there shall be more than 30 teams entered in any event the following provisions will apply:
- 3.8.1. A teams will be selected first based on the submitted times for that event. The fastest submitted times will take priority.
- 3.8.2. If there shall be less than 30 teams selected under Condition 3.8.1 B teams then C teams and so on will be selected. If the selection of any such B, C or other lettered teams would take the total of selected teams over 30 then each class of teams shall be selected by lot until the total of teams entered in that event equals 30.
- 3.8.3. Notwithstanding Conditions 3.8.1 and 3.8.2, the limit of 30 teams in any event may be waived in the absolute discretion of the Promoter
- 3.9. There will be finals for each age group in each event, except as noted in Condition 3.10. The fastest 10 teams in each event shall be allocated a place in the finals.
- 3.10. If at any point once the accepted entries are published there are 10 or fewer teams remaining entered in any event, there shall be no heats swum in that event and the event shall proceed straight to the Final to be swum according to the Meet Programme.
- 3.11. Team withdrawals must be made to the Meet Entries Manager as follows
- 3.11.1. For the heats – not later than the start of the warm up for the session in which the relevant heat is due to be swum.
- 3.11.2. For the finals – not later than 5 minutes after the announcement of the finalists for the relevant final
- 3.12. Should a team withdraw within the period defined in Condition 3.11.2, the final shall be reseeded. If a team withdraws after such period, there shall be no reseeding and the reserves shall be offered the lane in which such withdrawn team had been seeded to swim.
- 3.13. Clubs must withdraw their teams if they are not intending to swim using the system provided by the Meet Entries Manager. **Failure to withdraw will incur a £20 fine per team not withdrawn resulting in empty lanes in heats or finals. Fines will be imposed upon the club, and reduced by 50% if paid within 28 days of being issued. Called up reserves for finals will not be fined.**
- 3.14. Each team shall submit to the Meet Entries Manager the following:



- 3.14.1. A form (proscribed by the Meet Entries Manager) detailing the names and dates of birth of the swimmers comprising the team to swim in each heat. The form may be submitted to the Meet Entries Manager at any point prior to the competition but must be submitted no later than the start of the warm up session for the relevant heat.
- 3.14.2. Written details including the name(s) and date(s) of birth of any swimmer intending to swim in a final in place of one of the swimmers listed in the form referred to in Condition 3.14.1 shall be provided to the Meet Entries Manager before the end of the last heat of the session in which the relevant final is to be swum, or if later at the expiry of 5 minutes from the announcement of the finalists in the relevant final. For the avoidance of doubt, no substitution which would cause a breach of Condition 3.16 shall be accepted.
- 3.14.3. To facilitate the submission of details in accordance with 3.14.2 and enable expeditious checking of compliance with Conditions of this event, a finals notification table shall be situated at the back of the swimmers' gallery (such table to be manned for at least 15 minutes before the end of the heats in the relevant session).
- 3.15. There is no restriction on the number of teams any Club may enter in any single age group subject to the provisions of Condition 3.8.
- 3.16. Individual swimmers may compete in only one team per age group per event and may not switch teams between the heats and finals for an event.
  - 3.16.1. Individual swimmers may swim in one or more age groups which they are eligible for.
- 3.17. The heats shall be seeded slowest to fastest and both heats and finals for each event will be spearheaded.
- 4. Technical Officials and Volunteers
  - 4.1. The County is unable to run competitions without the support of technical officials and volunteers to support key functions of the competition. Technical Officials should contact the Lead Referee (Jean Scott, [jean.scott@kentswimming.org](mailto:jean.scott@kentswimming.org)) to offer support. Volunteers should contact the Event Manager to offer their support.
  - 4.2. Technical Officials shall be offered reimbursements for expenses which must be claimed no later than 14<sup>th</sup> October 2026.
- 5. Qualification Entry Times
  - 5.1. There are no qualifying times for this competition.
  - 5.2. All entries must have a calculated time to enable the competition to be seeded. Where the team members have competed in the same event at a different competition, entries should use this achieved time. Where this is not possible, clubs may create an entry time by adding together the times of all team members in the event equivalent to their relay leg (e.g. 4x50m Freestyle Relay – the fastest 50m Freestyle time of each team member is added together to create the total entry time)
  - 5.3. The Promoter reserves the right to ask for calculations or sources regarding entry times, and reserves the right to reject entries where entry times are deemed to be inaccurate.
  - 5.4. Entries submitted without a time will not be accepted.



6. Awards

- 6.1. If a Trophy exists for an Open event, it will be awarded to the team ranked first in the Final of the relevant Open relay.
- 6.2. A commemorative trophy shall be awarded to the winning team in each final.
- 6.3. Points will be awarded based on 10pts down to 1pt to teams ranked 1st to 10th in each age group in the relevant Final.
- 6.4. Trophies shall be announced but not presented. There will be an opportunity for the winning team to have a photograph with the County President in a suitable area away from the medals desk.
- 6.5. Medals will be awarded to teams finishing 1st to 3rd in each Final.

7. Marshalling

- 7.1. Coaches and Team Managers must ensure that their teams are present at the marshalling area in good time for their heat. **Teams who miss their heat will not be offered the chance to re-swim.**
- 7.2. All competitors must enter the Marshalling area 'race ready' as under normal circumstances having entered the Marshalling area they should remain in its confines until led onto the pool deck for their race.
- 7.3. Coaches/chaperones will not be allowed in the Marshalling area at any time.

8. Poolside Access & Accreditation

- 8.1. Poolside accreditation must be applied for through the Swim England Accreditation System. **Existing accreditation from the Kent Swimming Championships is not valid at this event.** Coaches, Team Managers, Chaperones and Personal Care Attendants must ensure that they have accreditation in time for the event.
- 8.2. Should club personnel not arrive with the correct accreditation, emergency passes will be available at a cost of £15 per pass.
- 8.3. Otherwise there is no charge for Poolside Accreditation (this is because the County will be using the event to trial use of the Accreditation System as specified in Condition 8.1 and clubs have previously paid for annual poolside passes).
- 8.4. Clubs must ensure that they have enough personnel accredited to meet the Swim England Supervision Ratio Policy. Details can be found here - <https://www.swimming.org/library/documents/6101/download>
- 8.5. The Promoter, Event Manager or County Welfare Officer reserve the right to request any person to leave poolside, regardless of whether that person has a poolside pass or not, without having to give a reason.

9. Photography

- 9.1. All those attending the Kent Team Championships (competitors, coaches, team managers, spectators, officials, volunteers, contracted staff etc) wishing to use cameras, video or digital imaging capturing devices (including mobile phones) should only do so after reference to their obligations and the recommendations laid down in Wavepower published 16 May 2025, the Swim England Child safeguarding Policy and Procedures and other Swim England guidance. Photographic equipment must not be used anywhere in the changing rooms.
- 9.2. Photographs of the meet may be taken by representatives of the Promoters of the event and may be used for promotional purposes. Entry into the competition implies acceptance of this condition.



10. Data Protection

- 10.1. By submitting and accepting entries to the meet consent is hereby given, as required by the Data Protection Act 1998, to the holding of personal information. The personal information supplied with your entry will be retained securely and will only be used for the legitimate purposes of running the event. Where the meet is licensed and there are events which can be loaded on to the Rankings database, data will be shared by form of results with Swim England (Rankings). Results will be shared with the clubs who have entered the meet regardless of licensing. A full copy of the results will be published on the website after the meet. Please be aware that links from our website may take you to external websites that are not covered by our policies. Please ensure that you review their privacy policies before any data is submitted. If any persons want to exercise their right to erasure or processing of their personal data they will need to make a written request to the promoter. We will only hold competition data for 12 months after which it will be destroyed and erased from our systems.

11. Safeguarding

- 11.1. The Promoter shall run the competition in accordance with the most up-to-date version of Swim England's Wavepower policies available.
- 11.2. **Use of a mobile phone or other device in the changing rooms is strictly prohibited.** Further details can be found on Page 82 of Wavepower published 16 May 2025. Any breach of this condition shall be reported to the Promoter and/or the County Welfare Officer who shall be entitled to take such action as they deem appropriate.