Sheffield City Swimming Club

Spring Open Meet

Held Under Swim England Regulations and Technical Rules of Racing

(Licence Number: 3NE270147)

Ponds Forge
International Sports Centre
Sheaf Street, Sheffield S1 2BP
Saturday 17th April 2027

Sheffield City Spring Open Meet 2027

Under Swim England Regulations and Technical Rules of Racing

Rules and Information:

1. The Spring Open Meet will be held under Swim England Regulations and Technical Rules of Racing and is Licensed at Level 3 (Licence Number: **3NE270147**).
2. The Meet will be held on Saturday 17th April 2027. The venue will be the Ponds Forge International Sports Centre, Sheaf Street, Sheffield S1 2BP.
3. Ages are as of 17th April 2027.
4. The Events are:
   - 50m Backstroke, Breaststroke, Freestyle and Butterfly (Female and Open/Male) HDW
   - 100m Backstroke, Breaststroke, Freestyle and Butterfly (Female and Open/Male) HDW
   - 200m Individual Medley (Female and Open/Male) HDW
   - 400m Freestyle & 400m Individual Medley (Mixed Heats of Female and Open/Male: 11 Yrs+ only) HDW

   "Upper Limit Times" have been applied and are published below, with any entries faster than these times not being accepted.
5. The pool length is 50m and has Ten Lanes. The Pool will be equipped with an Electronic Timing System and Display Board, a Secondary Starting Strobe and Anti-Wave Lane Ropes.
6. Overhead starts will be used at the Promoter's and Referee's discretion.
7. 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.
8. All events will be Heat Declared Winners (HDW). Medals will be presented for 1st to 6th Place for each of the listed age groups:
   - 9 Years (Female and Open/Male)
   - 10 Years (Female and Open/Male)
   - 11 Years (Female and Open/Male)
   - 12 Years (Female and Open/Male)
   - 13 Years (Female and Open/Male)
   - 14 Years (Female and Open/Male)
   - 15 Years (Female and Open/Male)
   - 16 Years and over (Female and Open/Male)
9. There will be a Warm-Up / Warm-Down facility via the International Dive Pit, and this will be available from the start of the competition at 9.05am. All safety guidelines must be followed as laid out by Everyone Active and the Ponds Forge Team and they reserve the right to withdraw this facility at any time to a specific swimmer, Club or to all attending swimmers, should these be repeatedly broken.
10. **Top Visiting Club Award:** This will be presented at the end of the Meet, to the visiting Club that has amassed the most points across the day, with points being awarded from 1st to 6th place (e.g. 6th place = 1 point, 5th place = 2 points etc.).

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11. **The Colin Cunningham Top Open/Male and Top Female Awards:** These will be presented at the end of the Meet, to the top Open/Male and top Female, who have amassed the most points across the day, with points being awarded from 1st to 6th place (e.g. 6th place = 1 point, 5th place = 2 points etc.).
12. Entries will be accepted on a "first-come, first-served" basis and until the capacity is reached, at which point the Meet will be declared as **FULL**.
13. All individual entries must be made on the official form (photocopies or scans are acceptable) and must include the swimmer's Swim England Registration Number, Age etc., together with the correct fee(s) for the race(s) entered, which can only be paid for via Bank Transfer to SCSC. Incomplete entry forms will not be accepted. Entries will be accepted from the 16th January 2026. No entries will be accepted after the closing date of the 6th March 2027, or once the Meet has been declared as **FULL**, whichever comes sooner. Late entries will not be accepted, unless due to a Promoter error.
14. Club entries must be sent electronically via the SportSystems file set, which can be obtained directly from the Promoter via e-mail (promoter@sheffieldcityswimmingclub.co.uk) or via the Sheffield City Swimming Club website (www.sheffieldcityswimmingclub.co.uk – Open Meets section). If this method is used, we only require the **entry print out** and payment from the club submitting the file within 14 days of confirmed acceptance**. Please ensure you always enter an actual or estimated time for each swimmer, as simply putting a Yes against a swimmer will not be accepted (this allows us to correctly generate the length of both Session 1 & 2). For payment, please see the Club's Bank details below.**
15. Submitted times should ideally be current PBs that are 'no faster' than the published Upper Limit Times, however, times **need not** be on the ASA Rankings site, as there are no Lower Limit Cut-Off's. An entry time is required, to ensure that the swimmer is not faster than the ULT (Upper Limit Time) for the respective event they have entered. Estimates are acceptable. **The exception to this rule and guidance, is entry to the 400m Freestyle & 400m Individual Medley events, as all swimmers must be at least 11 Years of age, as of 17th April 2027. A submitted time MUST be accompanied by a signed declaration/or e-mail confirmation by the swimmers respective coach, stating that the swimmer is able to reasonably obtain the submitted entry time.** The declaration can be sent by e-mail to **promoter@ sheffieldcityswimmingclub.co.uk** Entries submitted without a declaration **will not** be accepted. **No times will be updated after an entry has been accepted.**
16. The competition format will be based on disability inclusion within the able-bodied programme i.e. there will be no separate events for swimmers with disabilities. All swimmers will be seeded in the heats according to their entry times. Disability competitors will be included within the results for their respective age group.
17. The Meet will consist of two sessions:
    - Session 1 – Warm-Up 8:00am to 9.00am: Scheduled Start 9.05am - Estimated Finish 12:30pm
    - Session 2 – Warm-Up TO BE CONFIRMED - Estimated Finish 5.50pm
18. If a differing number of entries are received for each session, the start time of the later session may be subject to change and will be confirmed on publication of the draft programme or via a separate communication to all clubs or individuals who have had their entry/entries accepted.
19. Warm-Up will be one hour prior to the start for each session and may be split into gender and age groups (This will be confirmed and communicated by the promoter, nearer to the event date).

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20. The Entry Fee is **£9.00** per event.
21. Each Club will have an allocated space within the seating section, which will be based on their total number of entries.
22. A Poolside Pass will cost **£10** for a single session, or **£15** for the day **(An All-Day Pass also includes a Buffet Lunch)**. Please indicate the number of relevant Poolside Passes required on the **Cash Summary Form** and these must be paid for as part of the submitted total payment, from each respective club that is attending and who have had their entry file(s) accepted by SCSC. As required, each person who will utilise a Poolside Pass and whose name and position has been supplied on the Cash Summary Form, are by default being confirmed by the respective Club whose entries have been accepted, that each person holds a valid DBS and Bar check through the relevant Club. This can be confirmed by e-mail, along with the Cash Summary File to: **promoter@sheffieldcityswimmingclub.co.uk**
23. Spectator admission prices:
    - For a Single Session: Adult **£6**, Child (6-16 Years) & OAP's (60+ Years) **£4**
    - All Day (Sessions 1 & 2): Adult **£10**, Child (6-16 Years) & OAP's (60+ Years) **£8**
    - Under 6's will be Free, but they may not be able to occupy a seat, should the spectator capacity be reached
24. A draft programme, with details of all the accepted swimmers and their relevant entries, will be sent directly to each attending Club/Individual via e-mail and this will also be available on the Sheffield City website, prior to the event. This is to allow and enable, parents, carers and swimmers to check their entries and advise SCSC of any discrepancies.
25. Swimmers will be called, prior to their event and heat, and should report to the relevant Swim Marshalls immediately. Swimmers will be placed in Heat and Lane order within the preparation seating area, before being directed to the starting area by the relevant Swim Marshalls.
26. Please help the running of the meet by advising us of withdrawals, where known. A withdrawal deadline will be sent to all attending Clubs/Individuals prior to the start of the Meet. The mechanism for any withdrawals will be via e-mail to Helen Carr at: promoter@sheffieldcityswimmingclub.co.uk **No refunds** will be made after their entry, or entries have been accepted by SCSC or after the closing date. The only exception to this is for a certified medical reason, when accompanied by a doctor or hospital letter.
27. Results will be available on the Sheffield City web site on the Home page and the Open Meets page**:** **http://www.sheffieldcityswimmingclub.co.uk**
28. All participants must observe the safety precautions in operation at the Ponds Forge International Sports Centre and must wear suitable footwear and clothing when leaving the Poolside.
29. Any conditions not covered by the above listed information will be at the discretion of the Promoter:

Mrs Helen Carr – Sheffield City Swimming Club

Club entries will only be accepted electronically via the SportSystems File

Please e-mail: **promoter@sheffieldcityswimmingclub.co.uk** for a Sportsystems file set

Submitted entries should be accompanied by an **Entry Print Out**, and a BAC's payment to the below.

Sheffield City Swimming Club / Metro Bank / Sort Code: 23-05-80 / Account No: 54222831.

Our Lead Referee is Michelle Worthy (E-mail: mitchelle.worthy@ntlworld.com)

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Session 1 Warm Up 8.00am to 9.00am: Session Start 9.05am

Event Number	Event
101	Mixed 400m Freestyle
102	Female 100m Butterfly
103	Open/Male 100m Freestyle
104	Female 100m Breaststroke
105	Open/Male 50m Backstroke
106	Female 50m Butterfly
107	Open/Male 200m Individual Medley
108	Female 100m Backstroke
109	Open/Male 50m Breaststroke
110	Female 50m Freestyle

Session 2 Warm Up to be confirmed: Session Start to be confirmed

Event Number	Event
201	Mixed 400m Individual Medley
202	Open/Male 100m Butterfly
203	Female 100m Freestyle
204	Open/Male 100m Breaststroke
205	Female 50m Backstroke
206	Open/Male 50m Butterfly
207	Female 200m Individual Medley
208	Open/Male 100m Backstroke
209	Female 50m Breaststroke
210	Open/Male 50m Freestyle

Upper Time Limits 2027

Swimmers must not be faster than these times

Open/Male	11 Yrs	12 Yrs	13 Yrs	14 Yrs	15 Yrs	16+ Yrs
400m Free	5:28:95	5:02:80	4:43:10	4:33:50	4:22:00	4:05:80
400m IM	5:50:00	5:43:00	5:20:30	5:10:30	4:56:30	4:47:00

Female	11 Yrs	12 Yrs	13 Yrs	14 Yrs	15 Yrs	16+ Yrs
400m Free	5:33:60	5:07:00	4:50:00	4:44:00	4:30:00	4:21:00
400m IM	6:00:00	5:40:00	5:30:50	5:20:00	5:08:50	4:58:70

	UPPER LIMIT TIMES – OPEN/MALE							
	9 Yrs	10 Yrs	11 Yrs	12 Yrs	13 Yrs	14 Yrs	15 Yrs	16+ Yrs
50m Free	38:00	34:45	31:90	30:20	27:90	26:70	25:60	24:60
50m Fly	42:00	38:50	36:20	33:10	30:00	29:40	27:50	25:30
50m Back	43.90	40:10	37:70	35:20	31:80	30:80	29:30	27:00
50m Breast	52.25	46:00	43:50	38:90	35:50	34:00	32:50	29:20
100m Free	1:20:10	1:16:30	1:10:30	1:06:20	1:00:00	59:30	56:50	51:40
100m Fly	1:35:00	1:30:50	1:22:00	1:14:90	1:06:60	1:02:70	1:00:40	57:80
100m Back	1:34:20	1:27:10	1:21:10	1:16:50	1:08:90	1:06:50	1:02:30	59:50
100m Breast	1:49:40	1:38:40	1:32:40	1:25:80	1:18:20	1:14:10	1:10:10	1:06:00
200m IM	3:20:40	3:10:00	2:55:00	2:44:00	2:29:00	2:25:00	2:20:00	2:07:40

	UPPER LIMIT TIMES - FEMALE							
	9 Yrs	10 Yrs	11 Yrs	12 Yrs	13 Yrs	14 Yrs	15 Yrs	16+ Yrs
50m Free	42:00	35:10	32:30	30:30	28:90	28:00	27:50	26:40
50m Fly	50:20	40:10	34:70	32:20	30:20	29:50	29:00	27:90
50m Back	47:40	42:10	38:40	34:50	31:80	30:50	29:60	28:50
50m Breast	55:50	47:70	43:10	38:60	37:20	36:10	33:80	31:50
100m Free	1:34:00	1:18:10	1:11:10	1:05:80	1:03:80	1:02:60	1:00:40	57:60
100m Fly	1:50:00	1:34:30	1:20:60	1:16:10	1:09:00	1:07:80	1:05:40	1:02:25
100m Back	1:41:00	1:29:60	1:22:70	1:14:40	1:12:60	1:10:50	1:08:80	1:04:00
100m Breast	2:00:00	1:42:10	1:35:00	1:25:40	1:20:00	1:17:70	1:14:90	1:12:70
200m IM	3:30:00	3:11:00	2:55:00	2:45:00	2:36:00	2:31:00	2:26:00	2:20:00

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Saturday 17th April 2027

INDIVIDUAL ENTRY FORM – PLEASE USE CAPITAL LETTERS

ASA Registration Number:														

Full Name: ..... Open/Male / Female (delete as appropriate)

Club:..... Date of Birth: ..... Age at 17th April 2027:.....

Address: .....

..... Post Code: .....

Tel. No ..... Email .....

Event	Female (£9.00 per event)		Open/Male (£9.00 per event)	
50m Freestyle	110	: .	210	: .
100m Freestyle	203	: .	103	: .
50m Backstroke	205	: .	105	: .
100m Backstroke	108	: .	208	: .
50m Butterfly	106	: .	206	: .
100m Butterfly	102	: .	202	: .
50m Breaststroke	209	: .	109	: .
100m Breaststroke	104	: .	204	: .
400m Freestyle	101	: .	101	: .
400m Individual Medley	201	: .	201	: .
200m Individual Medley	207	: .	107	: .

BAC's Transfers to Sheffield City SC **Total Fee: £**

"I hereby declare that the above particulars are correct, and that the swimmer named is an eligible competitor in accordance with the laws of the ***Swim England*** and will abide by the conditions laid down by the Promoter"

Signature (Coach / Parent / Club Official) ..... Date .....

If you are completing the above form as an Individual Entry, then please send this completed form, together with the correct entry fee to:

PROMOTER@SHEFFIELDCITYSWIMMINGCLUB.CO.UK

Club entries will only be accepted electronically via the SportSystems File
Please e-mail: **promoter@sheffieldcityswimmingclub.co.uk** for a SportSystems file set.

ENTRIES OPEN: 16th January 2027 / CLOSING DATE: 6th March 2027
(or whenever the meet reaches full capacity)
Late or incomplete entries will not be accepted for this Level 3 Meet
Please also see: www.sheffieldcityswimmingclub.co.uk

CASH SUMMARY FORM

This section is to be completed by the Club representative submitting the entries.

Please submit this form along with the SportSystems entry file and printouts.

Club: ……

Contact name: ……

Telephone number: ……

Email address: ……

Individual Open/Male entries:…… @ £9.00 each ……..

Individual Female entries: ……. @ £9.00 each ……

Poolside Passes 1 Session Only: …… @ £10 each……..

Poolside Passes All Day (Sessions 1 & 2): …… @ 15 each……..

(This includes a Buffet Lunch)

Total Payment Due: ……..

Please Note: Each Club that has had its entries accepted, is confirming by way of submission, that all the Coaches and/or Team Managers who will utilise a Poolside Pass are ASA registered and fully DBS & Bar checked through their respective Club. All passes must be booked in advance.

Name:	Position (Coach/Team Manager):	ASA Number:

All Poolside Passes can be collected from the designated area on the day

OFFICIALS

As with any swim meet, the support provided to us by both Trainee & Qualified Officials from clubs that have been accepted into the meet is absolutely essential. It is this generosity than enables the sport to continue to stage such events.

We ideally would like all clubs that receive a confirmed acceptance into the meet, to provide a minimum of 2 Trainee or Qualified Officials, to ensure that the meet is able to run.

There will be a "thank you" for each official, who helps officiate at either or both sessions 1 & 2. There will be a buffet lunch before session 2 for everyone who is helping at both Sessions, as well as tea, coffee & dilute Juice for all officials to enjoy. ***(Please relay any dietary requirements you may have).***

Mileage will also be paid at the standard rate of 0.55p per mile, up to a maximum of **£50** and car parking will also be covered up to a maximum of £10 per day. Expenses Forms will be available from the Lead Referee, the Meet Promoter or our Treasurer (Nicola Alesbrook) on the day of the Meet.

PLEASE SEE THE BELOW LINK, WHICH ALLOWS ANY OFFICIAL TO REGISTER THEIR DETAILS VIA OUR SPECIFIC SWIM-MEET.COM MEET PAGE.

YOU CAN SIMPLY RIGHT-CLICK ON THE BELOW LINK, THEN CLICK ON 'OPEN HYPERLINK' AND IT WILL TAKE YOU TO OUR OFFICIALS SIGN-UP PAGE:

https://swim-meet.com/OfficialsSignup/SheffieldCity/

***** If you have any questions or issues with using this system then please do not hesitate to contact Helen Carr (Meet Promoter and Officials Co-ordinator) via e-mail at: promoter@sheffieldcityswimmingclub.co.uk or via phone at: 07730560551***