Kirkham and Wesham Amateur Swimming Club (K&WASC)

Gala Entry and Attendance Policy

***General***

It is the primary objective of the club to encourage members to maximise their potential and to swim at the highest level possible. However, the reputation of the club depends upon the following:

* swimmers only participating in events appropriate to their ability and
* the club’s (and hence the swimmer’s) adherence to the rules surrounding gala entry and participation

Whilst the club will do it’s best to prepare swimmers who aspire to compete in Amateur Swimming Association (ASA) licenced events, it is the responsibility of swimmers and parents to not be over ambitious and to follow the rules. To support this process, this club Policy is intended to articulate club requirements on gala entry and participation.

***Entry Procedure***

1. Once the club has made a decision to attend a gala organised by another club or association, the Competition Secretary will decide on our club entry closure date which will normally be at least 2 weeks in advance of entry closure date set by the organisers. The Gala details will then be circulated to the appropriate swimmers [see item 2 below] from the club email account ([kirkhamandweshamasc@gmail.com](mailto:kirkhamandweshamasc@gmail.com)) with the club entry closure date identified in the covering email.

[Note: due to certain galas having been oversubscribed in the past and thus adopting a “first come first served” approach to entries, the Competition Secretary/Committee may choose to make the club entry date more than 2 weeks in advance of the organisers’ entry date]

1. The swimmers to whom gala details will be circulated will be those who:  
   * Have previously competed for the club at galas of that level
   * In the opinion of the Head Coach, have reached the required standard. “Required Standard” does not just involve swim speed but also dives, turns & technique.   
       
     With respect to speed, to be considered ready to start swimming in 50m events, a swimmers time trial results, converted from yards to metres using the calculator available on the ASA website, will be faster than the lower consideration time for their age [see item 4 below]
2. It is expected that swimmers new to galas will follow a pathway approach to competition. Whilst this will vary from swimmer to swimmer, the following is provided as guidance:  
   * First exposure to competitive swimming will be via selection for the club’s Microleague team or friendly galas in the Microleague format
   * Initial gala attendance will be in 50m events only
   * Only when confidence, competence and the required endurance have been demonstrated at 50m will the swimmer enter 200m events and 100m Individual Medley (IM)
   * 100m events for each stroke and 200m IM require more developed speed/endurance and are only available in certain galas and to swimmers aged 10 and above. These should only be attempted when the swimmer has accumulated 50m and 200m experience in the particular stroke and swam more than one 100m IM
3. Gala Organisers apply for a licence from the ASA (the governing body for swimming in England) at a particular level (from four to one - level 4 the lowest and level 1 the highest). In the Gala Pack, the organisers issue “consideration times” which for Level 3 and 4 events have a lower and upper limit and for Level 2 and above just a lower limit. The Club Policy with respect to consideration times is in line with the ASA Code of Conduct and is as follows:  
   * For Level 4 and 3 events, the swimmers’ personal best (PB) time will be above the lower limit and below the upper limit. Where the swimmers do not have a consideration time for an event and entry is considered appropriate (see items 2 and 3 above), the Head Coach will estimate a time to accompany the entries
   * For Level 2 and 1 events, a swimmer will have previously swum the event in a Level 3 or 4 gala and have a PB greater than the consideration time set by the organisers. No estimating of times will be allowed and swimmers who have not swum the consideration time will not have their entries processed
4. Entry into galas is at the discretion of K&WASC and the decision of the Head Coach and Officers of the Club is final
5. Should a club member or parent of club member enter a gala *that the club is not participating in* as an individual, it is their responsibility to comply with requirements of the gala organisers as set out in the Entry Pack. For information purposes, swimmers/parents should advise the club of attendance at galas they have entered as individuals.   
     
   If swimmers/parents enter events individually and do not comply with the organisers requirements, then it may be a considered a disciplinary matter and dealt with in accordance with the club constitution.
6. Withdrawing swimmers who are not intending to compete in an event for which they have been entered is essential for the smooth running of the gala. Should a swimmer not be able to participate in an event for which they have been entered, then it is the responsibility of the swimmer/parent to advise the club via email of this at the earliest opportunity. The club will then withdraw the swimmer from the event.  
     
   Unless advised otherwise by a swimmer/parent, if a swimmer does not turn up for the warm up period associated with a gala session, they will be withdrawn from the events *in that session* by the coach/team manager. In the event of withdrawal, responsibility for entry fees remains with the swimmer/parent.

***Payment***

1. Once a swimmer/parent has advised the Competition Secretary of their wish to enter an event/events and the entry has been submitted to the gala organisers, then provided the entry is accepted, the swimmer/parent owes K&WASC for the entry fee(s) regardless of whether or not they actually swim.
2. Payment of entry fees is due as soon as the swimmer/parent has been advised by the Competition Secretary that the entry has been accepted by the organisers and **MUST** be made prior to participation at the gala. K&WASC reserves the right to withdraw swimmers from galas if entry fees have not been paid in full before the gala.

***Swimmer Behaviour and Parent/Guardian Attendance***

1. The club expects good behaviour from swimmers attending ASA Licenced Swimming Galas. Any bad behaviour during galas will be considered a disciplinary matter and will be dealt with in accordance with the club constitution.
2. It is essential that children under 13 have a parent/guardian present at all times whilst participating in the event. Should a parent/guardian of an under 13 not be present during a gala then the club reserves the right not to process future entries.