

# CHIPPENHAM ASC

Guidance for Club Championships

Please always refer to the website homepage  
for full instructions.

Start

Check Membership 3 months before. After this date you may only enter as a time trial and are therefore not eligible for medals / trophies

Decide on Entries

Email Received. If not email the contact person on the website

Make Entries & Pay

Entry Form - Decide on the heats and events (based on eligibility and submit the form. Pay the Competition Fee as soon as possible

Attend Events

Attend the Events

Volunteer

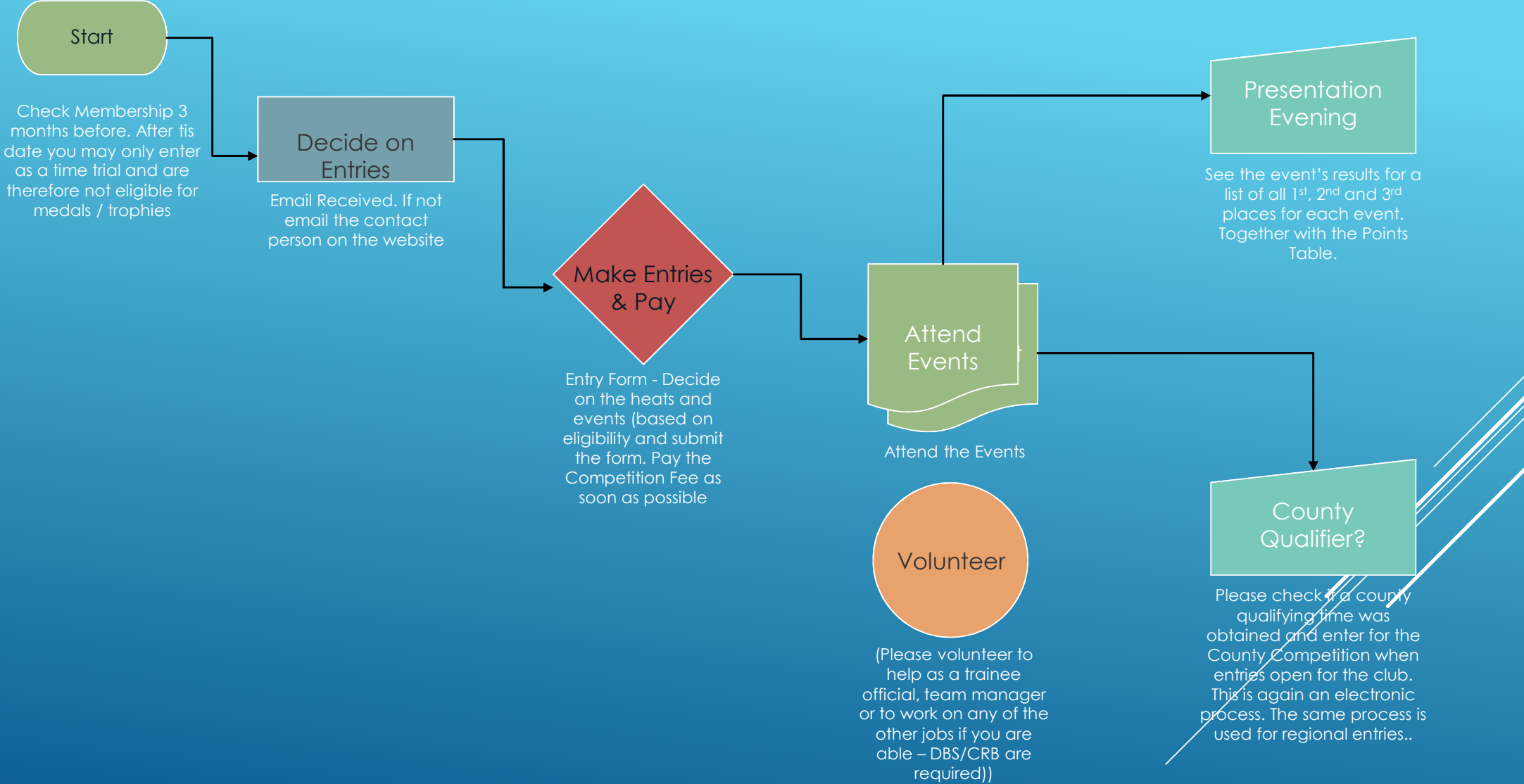
(Please volunteer to help as a trainee official, team manager or to work on any of the other jobs if you are able - DBS/CRB are required))

Presentation Evening

See the event's results for a list of all 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> places for each event. Together with the Points Table.

County Qualifier?

Please check if a county qualifying time was obtained and enter for the County Competition when entries open for the club. This is again an electronic process. The same process is used for regional entries..



## ▶ Timeline of the Club Championships

- ▶ You must be a full member of the club 3 months before the start of the competition, otherwise you are not eligible to obtain medals and trophies. You may enter as a time trail. You must make your entries in accordance with the Eligibility Criteria before the closing date. Password 'neeld' is required to access the entry form
  - ▶ Every Active Swimmer of the Club - Synchro, Masters and Performance is eligible to compete
  - ▶ Complete Eligibility Information is shown on the website
  - ▶ If you are not listed please contact the club to get your name on the list.

## ▶ Costs

- ▶ Swimmer Entry Cost is detailed on the website and the entry form. In the interest of simplicity a fixed fee is charged. Swimmers are encouraged to enter all events for which they are eligible
- ▶ The costs for swimmers and spectator is provided on the website

## ▶ Schedule of Events

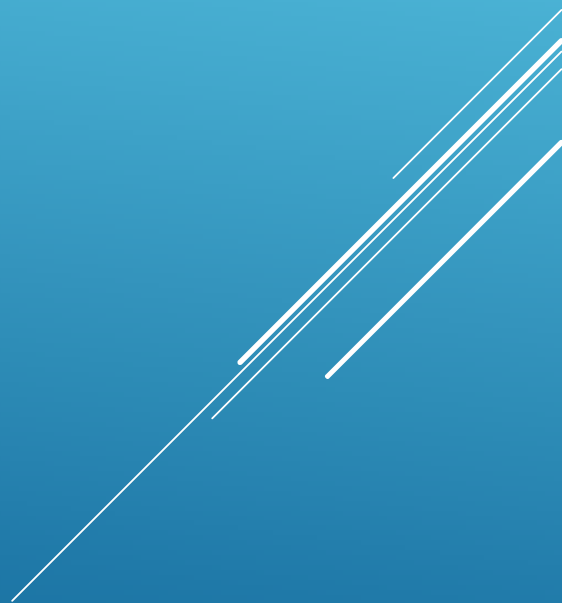
- ▶ This details to date and times of the events to allow members to book the dates in there calendars.

## ▶ Raffles

- ▶ Raffles are generally held on the two sprints nights to raise fund's for the club.
- ▶ The club is operated by volunteers on a non-profit basis as can be seen by reviewing the Club Accounts which are made available for everyone's review during the AGM.

- ▶ The following documents are provided to help you understand the club championships (Bold items are most important)
  - ▶ **Club Championship Instructions**
  - ▶ **Club Championships Schedule**
  - ▶ (Licensed Meet Packs) – For Reference Only
  - ▶ Squad List
  - ▶ **Sprint Night(s)** – Parent Guide (New members should read this)
  - ▶ **Event Eligibility**
  - ▶ **Check your emails for a link to the entry form**
  - ▶ Entries Received – Please note you will get an email confirming your entries and it is these entries that will be used.

▶ Once Entries have closed

- ▶ Heat Sheets for Pre-heated events will be compiled (Please print yourself a copy before the two sprints nights for you swimmers)
  - ▶ Schedule will be updated – the exact date of some events may not be known due to pool availability etc
  - ▶ Documents – See the website for a full list of documents
  - ▶ Qualifiers – List of Qualifying Times for County Entry is published
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- ▶ Presentation Evening

- ▶ Club annual event to celebrate the achievements of the club and to present the trophies and medals from the club championships
- ▶ The following is a full list of Medals and Trophies
  - ▶ **To Be Completed**

▶ THE END

