



Competitive Swimming in the Marlins Squads

Types of Meet

1. **Open meets** – An Open Meet is a gala which is hosted and run by any Swim England affiliated swimming club and is open to entries from all Swim England registered swimmers affiliated to a club. These galas are usually licensed by Swim England.
2. **Club Champs / Time Trials** – hosted by Marlins for Marlins swimmers
3. **Championship meets** – Counties, Regionals and Nationals hosted by Swim England supported bodies in the local areas.

Levels of Meets (the rules of entry will vary from meet to meet so these are general guidelines):

Licensed meets

Level 1 – the highest level with the fastest QT's. Usually has a strict requirement on entry times (i.e times must be since a certain date for example) All entry times must be from licensed meets. Sometimes times from Level 4 meets are not accepted. These meets are generally targeted at National Squad and the faster swimmers in Regional Squad.

Level 2 – Slightly lower level than the level 1. "No Time" (NT) entries are not usually accepted for these meets unless specified. All times should be licensed but again this is flexible with some meets.

Level 3 – The most common meet. This is the lowest level of external meet and NT entries are generally accepted as well as unlicensed times

Level 4 – These are closed meets where only members of the host club can enter. Times achieved at these meets can not be used at Championship meets). No Time (NT) entries are accepted

Unlicensed Meets

These are generally team meets such as Sussex League, County Relays and IAPS. Times from these meets can not be used for entry into Level 1 or Level 2 meets or any Championship meets.



Long Course and Short Course

All of the above can be swum Long Course (50m pool) or Short Course (25m pool).

Generally times achieved in Long Course (L/C) swimming will be SLOWER than times for the same event achieved in a Short Course (S/C) event (i.e 200m breaststroke may be 3:00.36 L/C but 2:58.00 S/C. Both are valid times)

All entry times should be entered SC unless specified. If your swimmer does not have a LC time you can convert the time using www.pullbuoy.co.uk click on time conversions and fill in the details. In order to get the correct time click on the "ASA Tables" button once you have entered all of your details. You can also convert LC to SC.

These conversions will be a guide only and the programme set up for each meet will show some small variations.

Entry into meets

All details for all meets are posted on the website at www.midsussexmarlins.org

Scroll down and select "Events" and they will all appear.

Please read all of the information carefully and check your swimmers times carefully against the entry QT's listed for that meet.

If you click on one of the meets a description will appear along with all documents relating to the gala. These usually consist of

- An entry form
- Qualifying times for entry
- Schedule of events along with timings for the day.

You should print these items off as you will need to send the entry form to the Open Meet Secretary at openmeet@midsussexmarlins.org for entry. All details will be on this form along with a closing date for entries. Please keep a copy of your entry!

On this form will be a list of the events which are being swum at that particular meet. These can differ from meet to meet. In order to enter, your child must have times for the events that you wish to enter them for. If they do not have any times for events you might be interested in please contact the Open Meet Secretary and they will liaise with your coach. For level 4 and 3 meets estimated times can be used to enter and your coach will provide these based on your swimmers training.



There are 2 types of entry into open meets – “first come first Served” and “fastest swimmer entry” and these are determined by the host club.

First come first served entries may close **MONTHS** before the actual meet in order to ensure that our entry is accepted.

Fastest swimmer entry will close nearer the host club deadline and is not so urgent.

Not all entries are guaranteed for fastest swimmer meets. Sometimes if a meet is oversubscribed the host club will reject or “scratch” entries. In this instance, if you have already paid you will be refunded your fee. This doesn’t happen very often but when it does it can be frustrating but it is beyond our control. It is usually the slowest swimmers in each age group that will be scratched.

Please adhere to the Marlins closing date on the entry form. It usually takes up to a week to process all entries and double check any anomalies so please be respectful of the timelines.

Accessing your swimmers times

There are 2 sources for retrieving your swimmers times:

www.midsussexmarlins.org All times are recorded on our website licensed and unlicensed

To access your times from our website: Click on the “Results and PB’s ” tab at the top of the home page

Press “click here”

Click on “Athletes”

Type your family name in the “Find Athlete” box

Scroll down until you find your swimmer and select “times” next to their name.

Change the Course box to “SCM” for SC or “LCM” for LC

Change fastest to “All” to view all times recorded for the past 2 years

www.swimming.org Only licensed times are shown on the Swim England website

Select “British Swimming” in the box near the top the page

Click on “Results” in the toolbar

Click on “Rankings” in the toolbar

Scroll down and select “current rankings”

Click “Ranking” in tool bar

Select “Individual best times” in toolbar

Select “All times” or “past year” by clicking the box

Add swimmers name or ASA to the family name box and enter

Scroll down to find your swimmer and click on their ASA number



The next thing you need to do is check whether the times your swimmer has are fast enough (or in some cases slow enough) to enter. Using the 'qualifying times' as supplied for each gala you need to establish which events your swimmer qualifies for. The language used here is not always clear and can be confusing. Here is some indication of what the definitions mean:

'lower limits' – swimmers must be FASTER than this time

'upper limits' – swimmers must be SLOWER than this time

Occasionally some events will say 'no time required'. This means that your swimmer can enter this event even if they haven't done it before. It is important that you use the correct qualifying time for your child's age. The entry age is the age of your swimmer as at the last date of the gala you are trying to enter (i.e. if the gala is on July 14th your child's age for the gala will be their age as of that date) **OR** age as at 31st December of that year. If in doubt, please check with the Open Meet Secretary.

Once you have decided on your entry you will need to send it to the Open Meet Secretary preferable by email to openmeet@midsussexmarlins.org or by post. Postal address details will appear on the entry forms.

Each gala will charge you for every event that you enter. Prices are usually from £5 upwards per event. All payments must be made with the entry unless specified on the form. Our preferred method of payment is online (as per the instructions on the entry form). Please quote your family name and the name of the gala as a reference.

Once our closing date is reached our entry for that gala will be closed and no late entries will be accepted. Please note that our closing date is before the closing date quoted by the host club in their documentation. Marlins closing date can be anything up to 2 months in advance of the gala date depending on the popularity of the meet and guidance from the host club.

There are 2 reasons for this:

All galas are limited by time and have to manage how many competitors they can accept as a result. Many of these galas are on a first come first served basis so by closing the entry early we ensure that our club entry is accepted.

Also, the entry process can be time consuming if we have a large entry. All of the entry details have to be checked and double checked before being sent.

PLEASE ENSURE ALL ENTRIES ARE SENT TO THE OPEN MEET SECRETARY BEFORE THE CLOSING DATE. ONE ENTRY IS SENT FOR THE ENTIRE CLUB AND LATE ENTRIES CAN LEAD TO ALL SWIMMERS BEING REJECTED – PLEASE BE CONSIDERATE.



What happens next?

Once our club entry has been submitted we await confirmation as to whether all of our entries have been accepted or not. As stated above, some galas are on a first come first served basis. However, many of them are based on accepting the fastest swimmers. This means that on occasion (especially if entry is oversubscribed) that the slowest swimmers will be rejected or 'scratched'. If this happens the Open Meet Secretary will contact you and a refund will be made of the fees you have paid. This is the only time you will get a refund! If you change your mind or your child is sick and unable to swim on the day unfortunately no refund will be given.

Payment for meets

All meets charge a fee per event . These vary depending on the host and level of the meet.

All fees must be paid and failure to do so will result in your swimmer not being able to enter any further meets until all debts are cleared.

Each entry also carries a £2 admin fee. This is to cover some of the costs that we pay for coaches passes and travel expenses to meets.

Each entry form will tell you whether fees need to be paid upon entry or upon confirmation of acceptance of entry by the host club. This is determined by the host club and not by us.

In the event that you are not accepted for any races but you have already paid your fees refunds will be given. If you withdraw from a meet after payment has been made (even through illness) no refund will be offered as Marlins will already have paid the fees to the host club and are unable to recoup those fees.

Online payment for all meets fees is preferable. Bank details are clearly stated on the entry forms.