

# Moonraker Leagues

2016

## **COMPETITION GENERAL CONDITIONS**

1. The Championships and Competitions will be competed for annually.
2. To be valid, all entries, correctly completed, shall reach the Organiser(s) by the date specified on the entry form. Late entries will not be accepted. Entries withdrawn after the closing date will not be refunded
3. Clubs shall be responsible for remitting the competition entry fees to the Hon. Treasurer as soon as advised of total amount due.
4. A winning club will be entitled to hold the perpetual trophy if any, for the event, provided satisfactory assurance is given, by the Club, to the Hon. Trophy Steward that it shall be returned in good condition immediately upon receiving application from the Association.
5. Team managers shall have proof of their swimmers dates of birth available at galas.
6. Eligibility

They shall be open to swimmers registered at ASA category 1, and eligible according to ASA Law 406.who have been a member of the Wiltshire club in whose name they are competing for, for 60 days prior to competing AND who have at least ONE of the following qualifications.

  - a) Resided within the county for not less than 60 days immediately prior to the closing date of the competition
  - b) Shall have been born in the county of Wiltshire
  - c) Their fee paying club shall be a Wiltshire affiliated club
  - d) In the case of members of the H.M.Forces affiliated under ASA Law, the fact of the competitor's name being on the books at the closing date shall be sufficient.
  - e) Any transfer of club membership between clubs within 70 miles of one another(including changes from lapsed membership of less than 4 months) shall be made using the ASA transfer of resignation form and shall be sent to the Hon Competition Secretary and the Winter and Summer League Secretaries before competing.
7. Competitors shall be a minimum of nine years on the last day of competition or date specified on the entry form.
8. Conditions relating to any Moonraker League conditions must be read in conjunction with these General Conditions.
9. The appropriate League Secretary will normally discharge Wilts County ASA obligations and responsibilities as Promoter, as required by the hiring agreement, ASA Law, and any guidelines on safety procedures recommended. They may appoint a substitute to act as promoter, provided it is done in writing with appropriate guidelines given.

## MOONRAKER SWIMMING LEAGUES GENERAL CONDITIONS

1. Clubs with one team only will be entered in the name of that club, they cannot be designated as a B or C. Clubs may enter more than one team, which will then be noted as "A", "B", "C" etc. Any subsequent withdrawals shall be from the lower divisions upwards.
2. Clubs shall enter all teams, on the official form, to both the Winter and Summer league Secretaries, 14 days prior to their first gala commitment. Failure to do so will result in a fine of £20.00 for each team list not submitted. Swimmers may only swim in as many galas as there are rounds in each of the Winter and Summer League competitions and, once they have competed, may not swim in a lower team or division. An "A" team must swim before or on the same night as a "B" team and a "B" team before or on the same night as a "C" team, etc. in the first round of each league competition. Swimmers may be added to the teams. These additions must be on the official entry form and given to the referee prior to the commencement of the gala. The official entry form must be included as part of the gala paperwork to be forwarded by the host club to the appropriate league secretary.
3. Each gala shall be run at no expense to the League.
4. It shall be the duty of all clubs in the league to fulfill their gala commitments which shall be agreed at the League AGM on the second Wednesday in October. Failure to do so will result in a fine of £100 per gala, payable to the host Club, unless caused by events outside the control of the club. All teams will be assumed to be reentering unless they resign, in writing, by midnight on the 30th June for the Winter League and the last Sunday in September for the Summer League. Any proposals for changes to League Competition Conditions must be with the Hon. League Secretaries, in writing, not later than midnight 31st August.
5. All officials shall be from the National or County lists. Each visiting club shall provide the following; for the Winter League, one Judge2 and two timekeeper/Judge 1s; For the Summer League one Judge2. The promoting club shall be responsible for arranging all other officials:- 2 Referees plus 2 adults to collect times, enough Judges to total 6 over all, two of whom may be Judge1; plus a Starter, 2 Recorders, 2 Competitors Stewards, a Safety Representative and an Announcer. Clubs may be fined £20.00 for each Judge, Timekeeper, Starter or Safety Representative not provided.
6. Any transfer of club must comply with rules 7 and 10 of Wilts County A.S.A. Competition General Conditions, copies to be sent to the Hon. League Secretary before competing. A swimmer, having competed in a League event, resigning and joining another club, may not represent the new club in further rounds of the League that season.
7. A swimmer competing in an event for which they are not eligible, for any reason, will be disqualified. Any points gained shall be deducted from the match total of the club concerned and all other points upgraded where applicable
8. The promoting club shall provide all necessary documentation. A copy of the recorders sheet, together with the Referee's slips and a team sheet for each team, complete with amendments, to be sent to the Hon. League Secretary within 7 days of the gala. The Referee's slips to have the finishing order already printed, lane numbers added by the Placing judges.
9. All results shall be agreed with the competing teams and the Referees before the presentation of awards.

10. In the event of unforeseen circumstances at a gala a unanimous decision of the competing clubs and the Referees shall be final.
11. The promoting club shall provide all the necessary facilities for swimming galas held under A.S.A. law.
12. Fixture dates, changed after the League A.G.M. shall be decided by the competing clubs and the Hon. League Secretary. In the event of no resolution the Hon. League Secretary will make the final decision.
13. The gala points shall be:- 1st - 4points, 2nd - 3points, 3rd - 2points, 4th - 1point including relays. Where other than 4 teams are involved, at the beginning of the season for Summer League, on the night for Winter League, the points for 1st place shall be equal to the number of teams competing.
14. The Hon. League Secretary shall notify clubs of the fixed dates for the ensuing year by 31 Aug.
15. Each host club, 28 days prior to the event (Summer League), or all clubs 28 days prior to the first round (Winter League), shall provide the Hon. League Secretary with the name, address, and telephone number of an individual who will be responsible to the Hon. League Secretary for discharging Wilts County A.S.A. responsibilities and obligations as a promoter as required by the hiring agreement, A.S.A. law, and any other guidelines on safety procedures. The individual shall be nominated in writing by the host club, to the Hon. League Secretary, who shall approve the appointment and issue the appropriate guidelines.

## WINTER LEAGUE

1. Clubs may enter more than one team. An annual entry fee, per team, as decided at the League A.G.M., shall be paid to the Hon. Treasurer before competing, but in the event of the cost to the Association being greater than the entry fees, the costs may be shared equally between the competing teams.
2. All galas will be swum in 25m pools. The Hon. League Secretary to hire sufficient pools to stage one round on each of the fixed dates.
3. A swimmer may swim in any number of events.
4. The age groups will be :- under 13yrs, under 15yrs, under 17yrs, and Open, age as at last day of competition.
5. The competition is open to all clubs affiliated to Wilts County ASA. The number of teams shall be limited to 24. New teams wishing to compete will go on a waiting list with clubs having no teams taking preference over clubs who already have teams in the competition
6. The competition shall be divided into two divisions. The number of teams in each division shall be in multiples of four or six. If this is not possible, the split shall give the closest to multiples of four, the higher division having the one additional gala the lower division to have any remaining teams.
7. The ranking into two divisions shall be based on the League table at the conclusion of the previous year's competition. After removing any withdrawals, any newly entered teams shall be placed at the bottom of the table. The listing will be divided as per rule 6.
8. The first round draw is based on the previous year's positions, the draw to be announced at the June Executive meeting.
9. Teams will swim within the two divisions for the first three rounds. Allocation of teams to galas for rounds two and three shall be based on the first round draw. This allocation will be advised at the AGM.
10. Times, duly adjusted in accordance with A.S.A. law, will be recorded for every swim in all events. For each event all teams in both divisions shall be listed and placed in ascending order from fastest to slowest.
11. For each event the team placed first on time will be awarded points equal to the number of teams in the League. This will reduce by one point for each successive place in the event table. No points will be awarded for a disqualification. In the event of a tie on time the points will be shared equally between the tying teams.
12. Points will be added together for all events for each team and an overall team placing established for the League.
13. The procedure detailed in Rules 10 to 12 is repeated for rounds one to three, and a cumulative points total for each team established. After round three this points table is used to rank the order of teams.
14. For the final round the top six teams from the ranking established in rule 13 will swim in the 'A' final. The next group of the remainder will be divided into a 'B' final, the next to a 'C' final etc. The number of teams in each of the lower finals will be determined by pool availability and the number of teams in the League. The number shall be decided annually at the League A.G.M. All finals shall be spearheaded in accordance with ASA procedures.

15. In the event of a tie after three rounds, the selection shall go to the fastest of the tied teams in the cannon in round three. Failing that, the team with the highest number of firsts, seconds etc. until a difference is established.

16. The winner of the round four 'A' final is the overall League winner. No points will be carried forward to round four from the previous rounds. The ranking after round four will be decided by the placing of all the teams in their round four galas. The top six in the table will be those in the 'A' final, ranked in their finishing order, followed by the 'B' finalists etc. This forms the ranking list from which separation into the following years divisions is established (rule 7).

17. Small shields shall be presented to the winners of all finals and certificates awarded to all clubs.

18. If no time is recorded for a lane, the referee may attempt to make a valid judgment based on an immediate on the spot assessment. Should this not be possible, the following formulae will be applied by the Referee: 1st. place will be awarded 2nd. place time minus 1 second. Last place will be awarded previous time plus 1 second. Any intermediate place will be the average of the times for the places on either side of the one missed.

19. If the number of County listed timekeepers is less than one per lane, at the referee's discretion, the gala may be run, but no times, and subsequently no League points, will be allocated to those teams not providing their required number of timekeepers.

## SUMMER LEAGUE

1. The League shall consist of as many divisions as required, with a maximum of four teams in each division. Each gala shall be run at no expense to the League. In any division that consists of three teams, a fourth gala may be held with points to accumulate, provided (a) all teams in that division are in agreement, and (b) All 3 clubs must agree the date of the 4<sup>th</sup> gala prior to the start of the competition. Costs for the 4<sup>th</sup> gala to be shared equally by the number of competing clubs in that division. A perpetual Trophy, and a small shield for retention, will be presented to the winners of each division.
2. Clubs may enter any number of teams, each team to organise one round in a pool of its choice and to be responsible for the pool hire and any other charges accrued. Each team shall pay an annual registration fee (to be decided at the League A.G.M.) to the Hon. Treasurer 1 week before competing.
3. Dates shall be fixed by the League Hon. Secretary for divisions 1-4 and 5-8. Subject to the agreement of all the competing clubs, dates may be changed provided the league season is completed by the fourth Saturday in September.
4. Late Entries- Application for late entries shall be made in writing to the Hon Summer League Secretary and shall include the league entry fee plus a £20.00 late entry charge.
  - a.) Late entries made between the last Sunday in September and the day prior to the League AGM. These will be accepted if the number of teams are not exactly divisible by 4. Otherwise they will be added to a waiting list for the next year.
  - b.) Late entries made after the AGM. If the lowest division is not full, a late application will be accepted provided that the new club accepts the dates already agreed. If only 3 galas have been arranged they will not have a home fixtures. If the division has arranged a fourth gala they may accept this date as their home gala at a pool of their choice.
  - c.) No additions will be accepted after the date of the first gala in that division.
  - d.) The Hon Summer League Secretary may add an additional Division if there are 3 or 4 clubs on the waiting list.
5. A swimmer may swim in any number of events, with the exception of two individual events in their own age group and an individual medley.
6. The Age Groups shall be:- under 12yrs, under 14yrs, under 16yrs, and Open. The lower age groups being subject to the limits as imposed by ASA law.
7. The total points gained at each gala are to be allocated to the League table. In the event of any teams being equal on points from four galas, the number of highest positions gained in all galas shall decide the position of those teams.
8. Age as at last Sunday in September. Distances shall be:-

Under 12yrs;	Divs. 1-3 Min. 33.3yds - Max.55yds
	Divs. 4-8 1 Length
Under 14yrs;	Divs. 1-8 Min 33.3yds - Max 55yds.
Under 16yrs;	Divs. 1-3 Min 90yds - Max 110yds
	Divs. 4-8 Min 33.3yds-Max 55yds
Open	Divs. 1-8 Min 90yds - Max 110yds
9. At the end of the season one team from each division shall normally be promoted and one relegated

## WILTS COUNTY AMATEUR SWIMMING ASSOCIATION

### Issue 5 – 16.09.15

#### General notes for all galas.

Team lists to be sent to the relevant League Secretary 14 days before competing. For clubs with more than 1 team ALL team lists have to be in 14 days before the first team competes.

Additions – Emailed to the league Secretary before the gala OR added to the Referees sheet **before the start of the gala. IT IS NOT SUFFICIENT TO JUST ADD THEM TO THE BOTTOM OF THE TEAM SHEET WHICH IS NOT HANDED IN UNTIL THE END.**

**Club Safety Rep needs to be at the pool 15 minutes before doors open. No entry for swimmers until both Safety Rep and Referee are in attendance.**

#### Winter League Gala Administration – Guidelines

1. Dates will be announced at the league Annual General Meeting held in October.
2. Officials required. These are provided by competing clubs with key appointments supplied by the League Officials Organiser. Details on Appendix 1
3. Paperwork To be provided by the host club  
Programmes - 180 needed. (See website)  
Recording sheets. Enough sets to be provided for each club and a set for the league Secretary  
Officials Slips . 50 needed. (See website)
4. Entrance Fee to gala. £3.00, Concessions £2.00. The pool will be booked by the Winter League Secretary. Collected monies to be sent to the Hon Treasurer. ( **Mr G.Reeve, 137 Goddard Avenue, Swindon, SN1 4HX** ) A raffle should be held.
5. At the end of the gala paperwork needs to be returned to the Winter league Secretary within 7 days
6. This must include:
  - a. Clubs team sheets
  - b. Judges and Timekeepers slips
  - c. Master Copy of the recording sheet
  - d. Referees Sheet
  - e. Health and Safety Checklist from the Referee and Safety Rep

#### Summer League Gala Administration – Guidelines

1. Dates are published at the AGM. Each Division will meet after the main meeting to agree dates, (You are able to change a date if it is with the agreement of all clubs present), venues, start time.
2. Appoint a Co-ordinator for that Division who will be the main point of contact for any problems
3. Officials . Details on Appendix 1
4. Paperwork. As point 3 listed above, with the exception of
  - Only 120 programmes needed
  - Timekeepers slips are not required as they do not affect the result of the gala. Clubs provide timekeepers for their own use to collect swimmers times. They should still wear "whites" which do not contain the club logo.
5. The host club will book and pay for the pool, then retain the revenue from the door. **They will set their own entrance fee. Host clubs may choose which pool they use for their home gala.**
6. At the end of the gala paperwork needs to be sent to the Summer League Secretary within 7 days. If there is a Swindon club in attendance they are asked to hand deliver the results pack to Diane Lee. 14 Sydney Close, Grange Park, Swindon. (Just minutes from Junction 16 of the M4)



**Officials required for Wilts league Events**
**Issue 5- 19.09.15**
**Allocation of technical officials as recommended by the Officials Panel**

<b>SUMMER LEAGUE</b>					
<b>Sponsoring Club</b>			<b>Visiting Clubs</b>		
<b>Officials</b>	<b>Number</b>	<b>Comments</b>	<b>Officials</b>	<b>Number</b>	<b>Comments</b>
Safety Rep	1				
Starter	1	Starter or J2S			
Referee(s)	2	See notes overleaf			
		<b><u>NOTE</u></b> <b><u>CHANGE</u></b>			
Judges	1 2 *	J2 or J J1	Judge	1	J2 or J
Timekeeper(s)	1	For the clubs use only	Timekeeper	1	For club use only
Safety Stewards	2	Used to be Competitors Stewards. To monitor changing rooms			
Announcer	1				
Recorders	2	1 from County List			
Lifeguard	1	If the club is responsible.			
	Note:	*If there are only 3 clubs in your league you will need an extra J2 or J1 - to total 6.			
<b>WINTER LEAGUE</b>					
Safety Rep	1				
Referees	2	Appointed by host club- See notes overleaf			
		<b><u>NOTE</u></b> <b><u>CHANGE</u></b>			
Starter	1	Starter or J2S			
Master Timekeepers	1 + 2	1 – J1 + 2 collectors of times who do not need to be qualified			
Judges			Judge		
8 lane pool	1	J1, J2 or J		1	J2 or J
6 lane pool	1	J1, J2 or J		1	J2 or J
4 lane pool	3	1 x J2 or J 2 x J1, J2 or J		1	J2 or J
Timekeepers	2	TKeeper or J1 One timekeeper is able to stay on their club lane and take split times.	Timekeepers	2	TKeeper or J1 One timekeeper is allowed to stay on their club lane and take split times
Safety Stew.	2	As above			
Announcer	1				
Recorders 4-6 lanes	2	1 from County List or experienced			
8 lanes	4	2 recorders will complete places on one set of sheets. 2 recorders complete times on another set of sheets			
Lifeguard	1	If the club is responsible			

Clubs may will be fined £20 if they do not provide the required number of officials, unless there are extenuating circumstances i.e. The official has been taken to cover a Wilts officials appointment.

Sponsoring Clubs also need to provide poolside drinks. These are for all technical and non-technical officials **And** club coaches and Team Managers Squash or bottled water. Numbers needed are below.

Summer League: 33 people.     Winter League: 4 clubs – 39; 6 clubs – 51; 8 clubs – 61

## **REFEREES**

At the 2013 League AGM it was agreed that from November 2013 host clubs would be responsible for appointing Referees, within the conditions laid down by the Officials Panel Committee.

These are:

2 Referees to be appointed from the Panel List of either ASA National Referees or the Wilts ASA approved list of Referees. A list will be provided for clubs.

Referees must not be from the clubs competing UNLESS they are ASA National Referees.

**Once appointed a Referees appointment form needs completing for EACH Referee. This needs to be emailed to Rob Hart < [robhart53@gmail.com](mailto:robhart53@gmail.com) > at least 7 days prior to the gala date. He will then forward them the sheet, together with the Referees/Safety Rep's sheet and Guidance note for Referees.**