

IGLA LONDON 2023

25 – 30 JUNE 2023
LONDON2023.ORG



SWIMMING ENTRY PACK

LICENSOR



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Introduction

This document contains the required information needed to enter the IGLA London 2023 Swimming Championships.

Please ensure you read this document carefully as some information may be new to you. All entries must be made online, including payment. Details on how to enter online are included in this document.

Contact

IGLA London 2023		
Meet Promoter:	Richard Walton	richard.walton@london2023.org
Meet Administrators:	Michelle Weltman	headcoach@outtoswim.org
	Hannah Stoltz	hannah.stoltz@london2023.org
	Oonagh Gormley	oonagh.gormley@london2023.org
Registration Help		
registrations@london2023.org		

Venue

London Aquatics Centre
Queen Elizabeth Olympic Park
London
E20 2ZQ

[Directions](#)

www.londonaquaticscentre.org

Key Dates

Entries Open	Tuesday 31 January 2023
Entries Close	Sunday 14 2023 May 23:00 GMT
Email Withdrawals	Withdrawals must be submitted by email to oonagh.gormley@london2023.org by 23:00 GMT on 20 June 2023

Travel Insurance

Participants have the benefit of third party and personal accident insurance provided by Swim England via Out To Swim while participating in sports activities at IGLA London 2023. However, this does not include travel insurance for trips in the UK or abroad, in

particular there is no cover for travel or accommodation costs for the cancellation of an event.

All participants are strongly advised to purchase sufficient insurance to cover you in the event of an accident, illness or incident outside of sporting activities.

How to Enter

Qualifying Times

There is no lower limit on entry times to take part in IGLA London 2023. Upper cut-off times have been applied to help allow us to plan the sessions effectively and are included herewith. Times outside the upper cut off may be accepted on a discretionary basis. Please see conditions for full Event Conditions (see page 14).

Entry Fees

IGLA Registration Fee (One off fee for whole event)	£65.00 Early Registration Fee £90.00 Standard Fee £15.70 Swim England Temporary Membership*
Sports Fee	£75.00
Team Relay Fee	£20.00 / team

*Required only if you are not a member of a FINA-affiliated club

Entering Individual Events

All entries must be submitted online via www.london2023.org/registrations

Entering Relay Events

All entries must be submitted online via www.london2023.org/registrations

Relays are submitted by Team Managers directly. We will contact you when relay registrations open.

Entry Caps

As per the event conditions **individual entries are limited to 5 events per participant** (equivalent to one entry per day of competition). This doesn't include relay entries. Upon closing of entries those events with additional capacity may be reopened for further entries.

Entry Confirmation

All successfully submitted entries will be published online following closure of entries via www.london2023.org/sports/swimming

All entries must be made online and payment must be made in full to complete the entry

process. Payment is by credit or debit card only, please follow the instructions provided via the registration portal.

All entrants will receive two emails at the time of payment: one confirming receipt of payment and one from the entry system confirming your registration.

Your entry is not complete until your payment has been processed and you have received a confirmation email from london2023.org. Please contact IGLA London 2023 if you have any issues (registrations@london2023.org).

If after you have submitted your entry you find you have missed an event, you may go back and make additional entries, as long as it does not exceed the cap. If you wish to withdraw from an event, please follow the withdrawal procedure. Please note refunds will not be made. All entries are bound by the Conditions of Entry.

Media Accreditation

Media accreditation for those wishing to take official photography on poolside, in spectator areas, and events across the championships is required.

Registration will open for journalists, photographers, videographers in spring 2023. We welcome media from around the world to apply. Full details will be released at www.london2023.org/media-centre/

Accreditation

Accreditation must be worn at all times inside the venue within accredited areas by participants, coaches and Team Managers. Accreditation will be issued on an individual and event basis, and is non-transferrable.

Accreditation Check In

All attendees must attend check-in before they access the poolside to collect their lanyards and accreditations pouches.

Date	Time
Saturday 24 June	14:00 – 18:00
Sunday 25 June – Thursday 29 June	07:00 – 18:00
Friday 30 June	07:00 – 11:00

Team Managers

Team Managers (including coaches and chaperones) requiring access to poolside must purchase a Poolside Accreditation pass in advance of the event via the registration portal if they are not competing themselves.

Lost or Forgotten Accreditation Passes

A £10 charge will be applied on all lost or forgotten passes if a competitor arrives at the event without their accreditation.

Accreditation checks will be carried out at the event and entry into the event may be denied without the accreditation pass.

Competitor Information

Schedule of Events

Please view the Event Schedule online <https://london2023.org/sports/swimming/>.

Withdrawals

To ensure that the meet runs efficiently it is essential that those not intending to swim inform the resolution desk as soon as possible. A full process of withdrawals will be outlined in the Event Terms below.

Withdrawals before 23:00 GMT on 20th June 2023 must be submitted by email to oonagh.gormley@london2023.org.

Please Note: Entry fee refunds will not be made for withdrawals, unless on medical grounds with a supporting doctor's note to be presented. Please see the General Athletes Conditions for full details.

Warm Up and Swim Down

Warm up will take place in the competition pool prior to each session. Warm up and swim down facilities will be available throughout the competition. Warm up lanes will be available from the afternoon of Saturday 24 June 2023.

Swimwear

Swimmers are reminded that to qualify for a British, European or World Masters record their swimwear must be compliant with the FINA requirements.

IGLA London 2023 - Swimming

General Meet Conditions

MASTERS

1. MEET ADMINISTRATION

- 1.1. **Meet Promoter:** Richard Walton (richard.walton@london2023.org)
- 1.2. **Meet Administrators:** Michelle Weltman (headcoach@outtoswim.org), Hannah Stoltz (hannah.stoltz@london2023.org) and Oonagh Gormley (oonagh.gormley@london2023.org).
- 1.3. **Lead Referee:** Jeanette Edmiston
- 1.4. The competition will be held under FINA Rules, Swim England laws and technical rules of swimming.
- 1.5. The meet will take place at the London Aquatics Centre between Sunday 25th and Friday 30th June 2023. The pool is a 10 lane, 50 metre facility fully equipped with electronic timing, display board and anti-wave ropes. Limited parking is available. The closest tube station is Stratford.
- 1.6. Officials will be qualified or in-training officials enrolled with a FINA-registered national governing body. Attending clubs are asked to provide one licensed official to assist with the running of the event. Please email headcoach@outtoswim.org with details of any official or trainee official who is available.

2. GENERAL CONDITIONS

- 2.1. The meet is held under the IGLA London 2023 General Athletic Terms and Conditions.
- 2.2. This Open Masters and Senior Age Group Meet shall include multi-classification events and be conducted Short Course under Swim England Laws, Regulations and Technical Rules of Swimming, the relevant World Para Swimming Rules and these Promoter's Conditions.
- 2.3. The event conditions may be revised in response to guidelines from the Operator, Government and Public Health England related to COVID-19 and sporting competitions. The event itself may be operated under an agreed COVID mitigation plan which all participants will be required to agree to as part of an opt in to the meet.
- 2.4. In the interests of safety, to keep the event within the available time booked at the hosting facility and to ensure the smooth running of the Meet, Out to Swim reserves the right to restrict the number of entries in any given event.
- 2.5. With the specific exception of official photographers appointed by IGLA London 2023, flash photography is prohibited during race starts.
- 2.6. A continuous warm up and swim down facility will be available in the unused half of the main competition pool. This facility is shared with

participants in all aquatic disciplines of IGLA London 2023. Coaches are responsible for supervising their swimmers when using this facility.

- 2.7. No persons, unless officials, staff, coaches or team managers displaying a valid accreditation pass, shall be allowed on poolside. Accreditation must be worn at all times inside the venue within accredited areas.
- 2.8. Participants are advised not to leave their belongings unattended and to ensure that valuables are placed in a secure locker or deposited with someone for safe keeping. IGLA 2023, Out to Swim and the pool management will not be held responsible for property that is damaged, lost or stolen.

3. DATA PROTECTION

- 3.1. We will process personal data submitted by the swimmer or their club in accordance with the current Privacy Notice published by London IGLA 2023 CIC. With respect to this meet we will process personal data for the legitimate purpose of running the gala. The items of personal data processed are name, Swim England number, date of birth, sex, and para-swimming classification (if applicable). During the gala we will process name, sex and competition age in reports for the legitimate purpose of running the gala efficiently. At the end of the gala, we will process name, sex, Swim England number and date of birth in the electronic submission made to British Rankings, IGLA and to any FINA-registered National Governing Body of the competing clubs. We may also share the full results of the meet, excluding the dates of birth of swimmers, with the competition secretaries of those clubs taking part.
- 3.2. After the gala the personal data processed will be stored securely in both document and electronic formats for 12 months and then erased. This period of storage permits the accurate response to enquiries about the gala and provides statistical information for the purpose of designing the following year's gala. No personal data will remain on any electronic timing systems used to run the gala. You have the right to have your personal data erased from our systems if you have withdrawn from the gala. You also have the right to object to the processing of your personal data. In both cases, please make your request to the promoter.

4. ELIGIBILITY FOR ENTRY

- 4.1. Swimmers must be registered with either:
 - 4.1.1. Swim England as "Club Compete" (Cat. 2) competitor, or
 - 4.1.2. Another FINA-registered National Governing Body.
- 4.2. In line with the General Athlete Conditions international participants should take care that they have the correct permissions to compete abroad. By signing up you are confirming that:
 - 4.2.1. Your home nation's FINA-registered National Governing Body has granted you permission or a permit to compete abroad.

- 4.2.2. You have taken out sufficient insurance to cover you in the event of an accident, illness or incident. You understand that you are not covered by Swim England insurance.
- 4.2.3. You have completed a risk assessment and will inform the meet administrator (headcoach@outtoswim.org) if you require any measures to enable you to compete safely.
- 4.3. UK and international swimmers who are not registered with an eligible club can pay a fee of £15.70 to use the Swim England Temporary Membership scheme.
- 4.4. A competitor must be a registered member of the club in whose name they are entered at the closing date. A competitor may only compete for one Club in the competition.
- 4.5. All para swimming participants must have an authorised IPC Swimming, British Swimming, INAS-FID or British Blind Sport classification, which is held on the British Swimming or IPC Swimming classification database at the time of entry.
 - 4.5.1. Participants whose classification is not held on this database must submit evidence of their classification to the Lead Referee no later than one month prior to the first day of the competition.
 - 4.5.2. Participants with no para swimming classification who require an exception to the rules must be in possession of a valid Certificate of Exception and this must be presented to the referee prior to the start of the relevant session.
- 4.6. All events have upper cut-off times.
- 4.7. Participants must have equalled or bettered the upper cut-off times. This can be timed by a coach or from a previous event at any level including unlicensed events.
- 4.8. By submitting an entry to this Meet, a competitor attests to the fitness and ability of the competitor to complete the event without foreseeable injury or incident and without causing delay to the event schedule.

5. AGE AND GENDER CRITERIA

- 5.1. Age Groups swum in the meet will be:
 - 5.1.1. Seniors: 18-24 (years old)
 - 5.1.2. Masters: 25-29; 30-34; 35-39; 40-44; 45-49; 50-54; 55-59; 60-64; 65-69; 70-74; 75-79; 80-84; 85-89; 90-94; 95-99; 100-104; 105-109 and so on at 5-year increments as necessary.
- 5.2. Combined age relay teams permitted in the meet will be:
 - 5.2.1. 100-119 (years old); 120-159; 160-199; 200-239; 240-279, 280-319; 320-359.
- 5.3. A swimmer's age shall be determined as at midnight on 31st December 2023 except "seniors" who should have achieved their 18th birthday on or before the first day of the competition.

- 5.4. IGLA actively welcomes swimmers of all sexual and gender identities. The competition is open to trans, non-binary, lesbian and gay athletes and their allies. Any participant may register for the women's, non-binary or men's events. No proof of identity is required. Medals will be awarded for each of three categories: male, female, open. Results uploaded to Swim England or your relevant FINA association will be reported based on the sex registered with your governing body.

6. EVENTS

- 6.1. There will be team and individual events as set out in the draft Schedule of Events document that accompanies these conditions. Events may be moved between sessions and days in order to accommodate as many Participants as possible and you should check the updated schedule regularly.
- 6.2. All heats will be swum by entry time, incorporating swimmers of all ages and genders.
- 6.3. All events will be Heat Declared Winners. Results will be published by age and gender.
- 6.4. **Over the top starts may be used for all events**, although this is at the referee's discretion.
- 6.5. **Swimmers must remain in the water** until directed to leave by the referee. They are to leave the pool using the steps at the side of the pool and must not climb over the electronic timing pads at the end of each lane.
- 6.6. A secondary strobe for deaf swimmers (S15) will be available.

7. ENTRY FEES AND PROCEDURE

- 7.1. To enter this competition you must register through the main IGLA London 2023 registration portal and pay the requisite fees in accordance with the published conditions. Registration can be completed via www.london2023.org/register
- 7.2. Entries will only be valid with an entry time. Entry times submitted should be those achieved in a 25m pool. Converted long course times and short course times from another pool length will be accepted providing they have been converted using Swim England Equivalent Performance Tables.
- 7.3. In all cases the first 50 Participants from each continent of the world shall be guaranteed a place in up to 5 events. Thereafter events are offered on a first come, first served basis.

8. MEET PROCEDURE

- 8.1. All participants who have had their entry accepted will be assumed to be in attendance and **MUST** formally withdraw if they are not able to compete. This allows reserve candidates to be offered a space.
- 8.2. All events shall be heat declared winner.
- 8.3. Start sheets for the heats will be posted on-line and will not be provided at the meet.

9. ARRIVAL AND WITHDRAWAL SYSTEM

- 9.1. Individual participants are not required to check in each session but **MUST** register on arrival at the competition and check the updated heat allocation at the start of each session.
- 9.2. All Relay Teams must be checked in by the team manager no later than 50 minutes before the start of the warmup in the session in which the relay takes place.
- 9.3. Participants (or their representatives) who are not intending to swim must inform the meet administrator. Withdrawals can be submitted:
 - 9.3.1. Before 23:00 GMT on 20th June 2023 submitted by email to oonagh.gormley@london2023.org; or,
 - 9.3.2. At the Withdrawals Table at the pool by completing an official withdrawal form no later than 50 minutes before the advertised starting time of the warmup in each session.

10. RE-ENTRY

- 10.1. Competitors entered in 400m Individual Medley and 400m, 800m and 1500m Freestyle events are required to confirm their intention to swim in these events by re-entering at least 60 minutes before the start of the sessions in which the events will be swum. The deadlines for re-entry will be published in the Competitor Information Pack

11. MARSHALLING

- 11.1. It is the participant's responsibility to report to the Competition Stewards in the designated Marshalling area in good time for your event. Heat start lists for each event will be posted on-line before each session starts and it is the participant's responsibility to ensure their name appears on the list prior to the start time of the session.
 - 11.1.1. **Heat allocation is likely to change owing to withdrawals so check at the start of the session.**
 - 11.1.2. **Events may move between sessions prior to the start of the competition to allow us to accept as many entries as possible. Check your schedule on arrival.**
- 11.2. Upon entry to the Marshalling area, the participant must ensure that they report to a Steward and be registered as being present. Participants must follow the directions of the Competition Stewards at all times.

- 11.3. All participants must enter the Marshalling area 'race ready' as under normal circumstances having entered the Marshalling area they should remain in its confines until directed onto the pool deck for their race.
- 11.4. Coaches/chaperones will not be allowed in the Marshalling area at any time.

12. COACHES, CHAPERONES AND PERSONAL CARE ATTENDANTS

- 12.1. All coaches, chaperones and personal care attendants who wish to be on deck/poolside during the event must have a valid pass.
- 12.2. **Passes must be applied for via the registration system in advance of the championships.** at a cost of £15. Payment will be taken at the point of booking the pass.
- 12.3. Personal care attendants are only permitted for para swimming participants where assistance is permitted on their code of exceptions. Such attendants will be excluded from any restrictions and will be given the same accreditation as the participant for whom they have personal care responsibilities.

13. RESULTS AND AWARDS

- 13.1. Participant's times will be computer processed. These results will then be displayed both on poolside and online. Following the meet, all results will be sent to Swim England to be included on their Masters rankings list, to IGLA and to any FINA-registered National Governing Body of the clubs which have entered.
- 13.2. The first, second and third fastest swimmers in each age category (see condition 5.1) in each event shall be awarded medals.
 - 13.2.1. There shall be no official presentation of medals. Medals will be available for personal collection from the Presentation Desk subsequent to the publishing of the official results for each event.
 - 13.2.2. An "Award-Winner's Photo Stand" will be available for winners to take a personal photo with their medal
 - 13.2.3. Medals not collected during the meet will not be made available subsequent to the meet.
- 13.3. Medals for para swimmers will be awarded on a multi-classification basis and will be allocated to the top three BPS points scorers in each event in each age category separately.
- 13.4. IGLA Championships are a team-scored event. The IGLA Team Championship winner shall be awarded to each of the Large, Medium and Small team (in accordance with the published IGLA rules) whose swimmers gain the most points as set out below:
 - 13.4.1. Individual points awarded by order of finish: 11 - 9 - 8 - 7 - 6 - 5 - 4 - 3 - 2 - 1
 - 13.4.2. Individual point values shall be doubled for relays.

13.5. Winners of the IGLA Championships Large, Medium and Small Team categories must be IGLA member teams in good standing prior to the commencement of the competition.

13.5.1. The definition of “good standing” means they are currently an IGLA member team, registered with the IGLA Secretary, and with dues paid.

13.6. Results will be available from www.london2023.org/results

14. PROTESTS

14.1. Any protest shall be determined by the a panel made up of:

14.1.1. Meet director or their representative;

14.1.2. Representative from the IGLA Board;

14.1.3. Representative from the IGLA Championship Rules Committee;

14.1.4. The lead referee; and

14.1.5. One other official not involved in the dispute.

15. SPECTATORS

15.1. Spectators are very welcome to IGLA. In order to assist with the costs of running the event spectators will be asked to make a donation of £5 to Out to Swim (registered charity number 1181454).

15.2. Hard copy programmes may be available for a nominal fee of £3.00. However, we reserve the right to make electronic versions available free of charge in replacement for all hard copies.

15.3. Flash photography is prohibited during race starts. Use of any form of image capturing devices in the changing area is prohibited and may result in exclusion from the event.

Out to Swim very much looks forward to welcoming you to the IGLA 2023 Swimming Competition.

Qualifying Times

Upper cut-off times allow us to plan the sessions effectively and are included herewith. Times outside the upper cut off may be accepted on a discretionary basis. There is no lower limit on entry times.

The upper cut-off times apply to all age categories and genders. All events will be swum as mixed-age events and heated by entry time.

Event	Upper cut-off	Lower cut-off
50m Butterfly	02:00:00	None – all welcome
100m Butterfly	04:15:00	None – all welcome
200m Butterfly	09:30:00	None – all welcome
50m Backstroke	02:00:00	None – all welcome
100m Backstroke	04:15:00	None – all welcome
200m Backstroke	09:30:00	None – all welcome
50m Breaststroke	02:15:00	None – all welcome
100m Breaststroke	04:45:00	None – all welcome
200m Breaststroke	10:00:00	None – all welcome
50m Freestyle	01:45:00	None – all welcome
100m Freestyle	04:00:00	None – all welcome
200m Freestyle	06:30:00	None – all welcome
400m Freestyle	15:00:00	None – all welcome
800m Freestyle	40:00:00	None – all welcome
1500m Freestyle	01:00:00:00	None – all welcome
100m Individual Medley	04:00:00	None – all welcome
200m Individual Medley	08:00:00	None – all welcome
400m Individual Medley	17:00:00	None – all welcome

Programme of Events

All times are estimated and subject to change. Changes will be communicated via the sports page and Team Managers.

Saturday 24 June 2023: Warm Up available 13:00 GMT - 19:00 GMT.

<p>Session 1 Sunday 25th June - 10AM</p> <p>101 - 1500 Freestyle Male 102 - 1500 Freestyle Female 103 - 1500 Freestyle Open 104 - 50 Backstroke Male 105 - 50 Backstroke Female 106 - 50 Backstroke Open</p>	<p>Session 5 Tuesday 27 June - 7AM</p> <p>501 - 50 Butterfly Male 502 - 50 Butterfly Female 503 - 50 Butterfly Open 504 - 100 Backstroke Male 505 - 100 Backstroke Female 506 - 100 Backstroke Open 507 - 4x50 Medley Relay Male 508 - 4x50 Medley Relay Female 509 - 4x50 Medley Relay Mixed</p>
<p>Session 2 Sunday 25th June - 2PM</p> <p>201 - 400 Freestyle Male 202 - 400 Freestyle Female 203 - 400 Freestyle Open</p>	<p>Session 6 Tuesday 27 June - 12PM</p> <p>601 - 200 Breaststroke Male 602 - 200 Breaststroke Female 603 - 200 Breaststroke Open 604 - 200 Freestyle Female 605 - 200 Freestyle Open</p>
<p>Session 3 Monday 26th June - 7AM</p> <p>301 - 100 Breaststroke Male 302 - 100 Breaststroke Female 303 - 100 Breaststroke Open 304 - 200 Butterfly Male 305 - 200 Butterfly Female 306 - 200 Butterfly Open 307 - 4x50 Freestyle Relay Male 308 - 4x50 Freestyle Relay Female 309 - 4x50 Freestyle Relay Mixed</p>	<p>REST DAY Wednesday 28 June</p> <p>Note: Open Water scheduled today</p>
<p>Session 4 Monday 26th June - 11AM</p> <p>401 - 200 Individual Medley Male 402 - 200 Individual Medley Female 403 - 200 Individual Medley Open 404 - 200 Freestyle Male 405 - 800 Freestyle Male 406 - 800 Freestyle Female 407 - 800 Freestyle Open</p>	<p>REST DAY Wednesday 28 June</p>

Session 7**Thursday 29 June - 1PM**

701 - 50 Freestyle Male
702 - 50 Freestyle Female
703 - 50 Freestyle Open

Session 8**Thursday 29 June - 5PM**

801 - 400 Individual Medley Male
802 - 400 Individual Medley Female
803 - 400 Individual Medley Open
804 - 50 Breastroke Male
805 - 50 Breastroke Female
806 - 50 Breastroke Open
807 - 4x100 Freestyle Relay Male
808 - 4x100 Freestyle Relay Female
809 - 4x100 Freestyle Relay Mixed

Session 9**Friday 30 June - 7AM**

901 - 100 Freestyle Male
902 - 100 Freestyle Female
903 - 100 Freestyle Open
904 - 200 Backstroke Male
905 - 200 Backstroke Female
906 - 200 Backstroke Open
907 - 4x100 Medley Relay Male
908 - 4x100 Medley Relay Female
909 - 4x100 Medley Relay Mixed

Session 10**Friday 30 June - 11AM**

1001 - 100 Individual Medley Male
1002 - 100 Individual Medley Female
1003 - 100 Individual Medley Open
1004 - 100 Butterfly Male
1005 - 100 Butterfly Female
1006 - 100 Butterfly Open
1007 - 4x200 Freestyle Relay Male
1008 - 4x200 Freestyle Relay Female
1009 - 4x200 Freestyle Relay Mixed