



National Arena Swimming League Western

Promoter's Conditions 2025

General Conditions

A1. Eligibility of swimmers:

- a. Each swimmer participating in the National Swimming League shall have joined the team he or she represents before **1st October** in the year of competition and have registered his or her membership with that team with the relevant National Governing Body prior to that date.

[Note: This is determined by the National Committee as conformity is required across the country for entry into the national finals. It is subject to change by the National Committee.

- b. The names, dates of birth and Home Nations membership numbers and Home Nations registration categories of swimmers who may be selected to swim for the team are to be forwarded to the League Secretary before **1st October** in the year of competition. A swimmer cannot be included in more than 1 team declaration.

A swimmer will not be eligible to compete in any round if that swimmer is not registered with the league secretary before the **1st October** in the year of competition.

- c. A swimmer may not compete for more than one team in the National Arena Swimming League (All Divisions) during the 12-month period 1st May to 30th April.
- d. If a swimmer is declared in the Teams A Team (A1b), they may not compete in the B Team in any round. If a swimmer is declared in the Teams B Team (A1b) they may compete in the A Team, but cannot then swim in the B Team in future rounds. The League MUST be notified of any movement between teams within 24 hours of the conclusion of the gala. **(Agreed at AGM 2025)**
- e. If clubs have submitted more than one team and these teams are in the same Division, only the highest ranked team can progress to the top (finalist) gala.
- f. Any dispute as to eligibility shall be adjudged by the relevant SWIM ENGLAND Laws, Regulations & Technical rules.
- g. Any contingency not covered by these eligibility rules shall be referred to the Officers of the League for resolution.

Premier Division Only:

- g. A swimmer selected for their team to compete in the National Final is only eligible if he or she has swum for their team in at least one of the NASLW rounds in the year of competition.

A2. Age Groups:

- a. Age groups will be as at 31st December in the year of competition. Minimum ages for competitions in SWIM ENGLAND Regulations must be complied with.

A3. Event Restrictions:

- a. All Divisions:



- i. Competitors may swim in a maximum of three individual events, two in their own age group (this includes three individual events in the 16 years and over age group).
- ii. Relays both in their own age group and above in their own category.
- iii. Athletes must only swim in their own age group and category in the mixed squadron. They may not swim up.

[Note: This is determined by the National Committee as conformity is required across the country for entry into the national finals. It is subject to change by the National Committee.]

A4. Licensing of meets

- a. All galas may be licensed as a minimum of the lowest licensed level.
- b. The finalist galas may be licensed at level 2.
- c. The League Secretary will obtain the necessary licence.

A5. Host teams, officials and other personnel required for galas:

Appointment of host teams:

- a. The host team for each gala will be appointed by the League Secretary. The host team jobs are listed in the appendix as a check list. Host Teams will also be provided with an information booklet.

Technical Officials:

- b. Each team shall arrange to have a minimum of three officials, one qualified at Judge 2 or above, and at least one qualified at Judge 1 or above. A British Swimming qualified Time Keeper could be the third official, if the Meet Licence Conditions permits this. Officials should wear a white shirt, and black skirt or black long trousers. Shorts will NOT be appropriate but $\frac{3}{4}$ length trousers will be acceptable. Official's names to be included with electronic team sheet, together with their qualification and membership number. Licensed and qualified officials are required for galas licensed at level 1 or level 2. Licence expiry details will need to be provided.

Technical Officials and other staff: Host teams:

- c. The League Secretary will appoint two officials to take on the senior official's roles of the gala. The host team can if they wish arrange additional senior officials.
- d. The host team will provide a Chief Timekeeper/s in addition to the officials specified in **A5b** above.
- e. The host team will provide the additional, non-technical personnel required to run the gala, such as door staff, recorders and drinks staff.

Qualifications of Technical Officials for all rounds

- f. The judges must be British Swimming qualified judges.
- g. The Referee and Starter should be a minimum of J2(S) though a fully qualified referee and a fully qualified starter should be aimed at. If the gala is licensed at Level 3 or above, at least one qualified, licensed Referee shall be appointed.



Technical officials - all galas

- h. Any personnel who may be required to enter areas which competitors under the age of 18 years use must comply with the National Governing Bodies Child Protection and Vulnerable Adults policy. If personnel are not DBS/CRB holders, self-declaration forms signed by individuals must be returned to the League Secretary with all gala returns. (A self declaration form can be found at the end of this document.)

A6. Penalties:

- a. Except in cases of force majeure, a team that fails to attend a gala will pay up to a maximum fine of **£500** to the League and a deduction of 3 league points will be made. If the failure is in Round 1 the team will enter Round 2 with 3 league points deducted, even if this leads to a minus number.
- b. Except in cases of force majeure, a team that refuses to host a gala will pay up to a maximum fine of **£500** to the League and a deduction of 3 League Points will be made. If the failure is in Round 1 the team will enter Round 2 with minus 3 points.
- c. Cases of force majeure must be notified to the League Secretary as soon as possible following the cause of the force majeure. (The league will still impose a fine if force majeure cannot be substantiated)
- d. In the event of breach of the team sheet declaration (for example a swimmer is not eligible or has incorrectly swum for more than one team), or the referee is not notified of a team change, the points gained for the finishing position in the race will be deducted. Additionally, 10 points will be deducted from the gala points attained at the gala. (The deduction will be made after any adjustments made for galas with varying numbers of teams.)
- e. In the event of failure to provide a required qualified technical official at a gala 20 points will be deducted for each technical official not provided or inappropriately dressed as in accordance with A5(b) from the gala points in that gala. (The deduction will be made after any adjustments made for galas with varying numbers of teams.)
- f. Any infringement of the conditions which cannot be resolved by the Referee shall be notified to the League Secretary within 24 hours of the gala for an investigation and decision by the League Secretary.
- g. Penalty points will be deducted by the League Secretary on receipt of the results from the host team.
- h. When the results of the gala are announced at the end of the gala it will be announced that these results are subject to any possible penalty resulting from the Promoter's Conditions not being complied with.
- i. An appeal may be made to the League Executive Officers (as defined in the constitution) against any penalty imposed, but only on the grounds that the factual basis of the penalty was incorrect or the facts were incorrectly interpreted.
- j. If a team withdraws from the League before the first round, that team will automatically be excluded from the League and will have to reapply to join the League.
- k. There will be a fine of £100 if host teams do not return any income from door receipts and the gala paperwork within 7 days of the gala.
- l. There will be a deduction of 3 league points if A8a is not complied with.



A7. Pool hire and starting times of galas:

- a. The League Secretary will select and hire the pools to be used for the galas. However he/she may request the team that normally uses the pool to make the booking. The League will pay the pool hire charge either direct or through the team making the booking. All host teams will need to provide the treasurer with a detailed statement of account.
- b. All rounds and finals will be swum short course (25 metre pools).
- c. The league will only bear the cost associated with the AOE for licensed galas where Meet Licensing Conditions state it is a requirement.
- d. The League Secretary will notify teams/teams of their venue for each round at least 10 days before the date of the round.
- e. The advertised start time of the gala is the start of warm up and will vary depending on the venue and availability of the pool.
- f. The start of the gala (that is the warm-up) will be delayed by up to 20 minutes for any late arrival of a team. The late team should make every possible effort to inform the host team that it is late rather than absent.

A8. Team sheets:

Each team shall provide the following:

- a. The gala team sheet is to be submitted using the **most up to date version** of the official Team sheet, published by the League and available to download from the National Swimming League website. (<https://www.nationalswimmingleague.org.uk/gala-documentation/>). Names, membership number and qualification of officials are also to be submitted. Team sheets and official's details are to be submitted to **league secretary** at **least 7 days in advance** of the gala. The League will not be responsible for rankings rejections if errors occur in the submitted team sheet. Any team sheets received by the League Secretary after **6pm on the Thursday** prior to the gala **will not** be sent to the Host team. (There will be a deduction of 3 league points if this condition is not complied with- referenced in A6I above).
- b. Any **amendments** to the electronic team sheet can be submitted on a memory stick to the recorder **prior to the start of the warm up. Once the gala has started, a change of swimmer can only be made for medical reasons. Any changes need to be in writing and confirmed by the referee.**
- c. The coach/team manager will be required to sign a declaration confirming the details contained on the team sheet are correct.
- d. The recorder will report any missing team sheets to the referee for the failure to be remedied.
- e. Following the gala, the host team will send the digital team sheets and any DBS/CRB self-declaration forms to the League Secretary.
- f. There will be a deduction of 3 league points if A8a is not complied with

All Finalist Galas:

- g. The host team will manage the gala and ensure that all the conditions of the licence are met and returns submitted to the League Secretary.
- h. In all Finalist Galas, the NASLW digital team sheets with the names of swimmers in each event and their order of swimming must be sent to the **league secretary at least 10 days in advance.** Late changes must be notified as soon as possible, and by start of



warm-up at the latest. It is the responsibility of the Team to ensure the details are correct. Any rejections from Rankings will not be actioned.

A9. Recording and notification of results:

- a. Swimmers placing and times as ratified by the referee will be recorded by the host team recorders. In accordance with normal practice where Automatic Operating Equipment (AOE) is in use the placing and times displayed are subject to ratification.
- b. Results must be recorded electronically using the most up to date version of the official recording sheet, available to download from the National Swimming League website. Results should be announced at the end of the gala as "*Subject to any adjustments to be made by the League Secretary*" and the teams that have attended should be notified either at the gala itself or by e-mail as soon as possible afterwards, noting that the results may be subject to ratification by the League.
- c. The delegate of the host team will be responsible for notifying the League Secretary of the full results of the gala by telephone, (07974 56 44 06) or Email: NASLW2022@gmail.com *by noon the following day*. Written confirmation together with the team sheets, DBS/CRB declarations, and gala paperwork should also be received by the League Secretary no later than Wednesday following the gala. Secretary Address, Ty-Nant, Old Trap Road, Gilwern, Monmouthshire, NP7 OHW
- d. The League Secretary will inform teams of the results and league tables after each round.
- e. Host Teams **should not provide competing teams with the results**, other than providing the final gala points.

Data Protection Statement – Information may be held on a computer solely for the purposes of this competition and consent, as required by the Data Protection Act 2018 and in line with GDPR 2018, to the holding of personal information on computer will be deemed to have been given by the submission of an application made by the club to join the League. Personal Data will be available for inspection during the Meet on application to the League Secretary. The League Secretary will contact all host teams advising them when they need to delete the information from their devices.

A10. The competition structure:

The league will be divided into divisions as follows. The top division shall be called the Premier Division followed by Division 1 and subsequent divisions.

- a. The Premier Division will consist of 18 teams.
- b. Division 1 will consist of up to 24 teams to be determined at the AGM.
- c. Division 2 will consist of up to 24 teams from the remaining number of teams. If there are more than 24 teams, the number of teams should maximize 8 lane pools

A11. League Structure for Round 1:

- a. Application to join the League will be considered at the AGM and the AGM will decide on which teams to admit based on rational criteria. It must convey these criteria to applicant teams on request.
- b. Initial entry into the league will be via the lowest division.
- c. A draw will be made at the AGM for each division or to divide the teams into galas as required by the number of teams and number of galas in Round 1, except the Premier



Division where the top three finalist teams from the previous year's competition will be seeded i.e. the first placed team will go into Gala 1, 2nd into Gala 2 and 3rd into Gala 3. A draw will be taken at the AGM to allocate the other teams to galas.

- d. If, following the promotion and relegation process at the end of the previous season of competition as described in A12, withdrawals of a team or teams takes place, any vacancies in a division created by withdrawals from the League will be filled at the AGM by promotion of the next high ranked team from the previous season in the next lower division, repeated through lower divisions if necessary to maintain the number of teams required in the higher divisions.
- e. If vacancies occur between the AGM and 1 September of any year, the Secretary will promote any teams necessary to fill the gaps in galas in the higher division by promotion of the next highest ranked team from the previous season in the next lower division, repeated through lower divisions if necessary to maintain the number of teams required in the higher divisions as in (d), and notify the promoted teams as soon as possible. The promoted team will take the gala place that has been left vacant.
- f. If vacancies occur on or after the 1 September the gaps will not be filled but the teams withdrawn will be considered to have failed to attend the galas and be given zero points in each gala. In all subsequent allocations to galas and award of gala and league points the remaining teams will be treated as if the withdrawn team were present.
- g. If these promotions after the AGM create an imbalance in the number of teams attending each gala in the lowest division, the Secretary may make suitable re-arrangements.
- h. Any team made up from a conglomerate of clubs will be charged the same fee as each club/team would need to pay.

A12. Promotion and relegation at the end of the 3 rounds of competition:

- a. Promotion and relegation will be based on the final rankings in each division.
- b. Three teams will be promoted between each pair of divisions and three teams relegated.
- c. Promotion and relegation are mandatory.

A13. Health and Safety and Wellbeing:

- a. All Teams must be accompanied by at least one Level 2 or Swim England Swimming Coach who must have current Safeguarding and DBS passes. Team Managers on poolside must be TM1 Qualified and be DBS Checked. Team Managers, Coaches and other team authorised persons, are responsible for the wellbeing and safety of their competitors, and other attendees.
- b. Warm ups must be supervised by Team Managers, Coaches or other team authorised persons.
- c. All competitors must be advised to swim past the 15m point before crossing lanes during warm up.
- d. It may be appropriate to wear ear protection due to the noise levels which some may find excessive.
- e. Team Managers or Coaches must be informed if a competitor is leaving the event before its conclusion.
- f. **Team Managers, Coaches and other team authorised persons are required to inform members of their teams(s) that mobile phones or image capturing devices must not be used or open in the changing rooms or changing areas.**



A14. Protests

- a. A Protest may be made to the referee in accordance with World Aquatics Rules.
- b. The Protest must be accompanied with the Protest fee of £25.
- c. In the event of a protest being rejected there is a right of appeal to the Jury of Appeal or the League Officers, if no Jury of Appeal is present.
- d. An appeal must be lodged with the Chairperson of the Jury of Appeal within one hour of the written decision of the Referee being issued. If no Jury of Appeal is present, the appeal must be lodged with the League Secretary within 24 hours of the written decision of the Referee being issued.

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A15. Programme of Events

Event categories are Female and Open/Male in line with **Swim England Transgender and Non-Binary Competition Policy**. The Female category is for birth sex female. By entering this category, the swimmer confirms that their birth sex is female.

Event numbers	Category		Event	All divisions All pools
1 & 2	Female / Open	16+	Individual medley	200m
3 & 4	Female / Open	9/10/11	Freestyle relay	4 x 50m
5 & 6	Female / Open	12/13	Medley relay	4 x 50m
7 & 8	Female / Open	14/15	Freestyle relay	4 x 50m
9 & 10	Female / Open	16+	Medley relay	4 x 50m
11 & 12	Female / Open	10/11	Backstroke	50m
13 & 14	Female / Open	12/13	Breaststroke	100m
15 & 16	Female / Open	14/15	Backstroke	100m
17 & 18	Female / Open	16+	Butterfly	100m
19 & 20	Female / Open	10/11	Butterfly	50m
21 & 22	Female / Open	12/13	Backstroke	100m
23 & 24	Female / Open	14/15	Butterfly	100m
25 & 26	Female / Open	16+	Backstroke	100m
27 & 28	Female / Open	10/11	Breaststroke	50m
29 & 30	Female / Open	12/13	Butterfly	100m
31 & 32	Female / Open	14/15	Freestyle	100m
33 & 34	Female / Open	16+	Breaststroke	100m
35 & 36	Female / Open	10/11	Freestyle	50m
37 & 38	Female / Open	12/13	Freestyle	100m
39 & 40	Female / Open	14/15	Breaststroke	100m
41 & 42	Female / Open	16+	Freestyle	100m
43 & 44	Female / Open	9/10/11	Medley relay	4 x 50m
45 & 46	Female / Open	12/13	Freestyle relay	4 x 50m
47 & 48	Female / Open	14/15	Medley relay	4 x 50m
49 & 50	Female / Open	16+	Freestyle relay	4 x 50m
51	Mixed Squadron	One from each category of each age group	Freestyle relay	8 x 50m

This programme may be subject to changes following the National Annual General Meeting, due to the changes in the competition structure set out by SWIM ENGLAND.



The scoring system within galas: Gala points:

The number of teams in the Premier Division will be 18 teams.

Rounds 1 & 2 will be held in galas of 6 teams per gala.

Round 3 may be held in galas of 10 teams for the top gala and 8 teams for the second gala if possible. If this is not possible there will be 8 teams in the top gala and 5 teams in each of the other galas.

In all other divisions, galas of 8 teams per gala per round will take place where possible

If there are fewer teams in the division the Secretary is empowered to vary these arrangements.

Gala points for each race will be awarded as follows:

	10 teams									
Place	1	2	3	4	5	6	7	8	9	10
Points	10	9	8	7	6	5	4	3	2	1

	8 teams							
Place	1	2	3	4	5	6	7	8
Points	8	7	6	5	4	3	2	1

	7 teams						
	1	2	3	4	5	6	7
Points	7	6	5	4	3	2	1

	6 teams					
Place	1	2	3	4	5	6
Points	6	5	4	3	2	1

	5 teams				
	1	2	3	4	5
Points	5	4	3	2	1

In the case of a dead heat in a race, each team will be given equal points: For example if there is a dead heat for 4th place in a race in a gala of 6 teams the points will be 6, 5, 4, 3, 3, 1.

If a swimmer is disqualified or the team fails to provide a swimmer in a particular race no gala points will be awarded to that team for that event.

The points achieved by a team in each race will be added to obtain the total gala points for that team.

Teams that fail to attend a gala or are considered to have failed to attend because of a late withdrawal from the League will be given 0 gala points.

In Rounds 1 & 2:

When the number of allocated teams is a mixture of 8 & 7 the League Secretary will multiply the total gala points for each team in the gala with 7 teams by $\frac{9}{8}$. The gala points so attained will be rounded up if necessary to a whole number.

When the number of allocated teams is a mixture of 7 & 6 the League Secretary will multiply the total gala points for each team in the gala with 6 teams by $\frac{8}{7}$. The gala points so attained will be rounded up if necessary to a whole number.

When the number of allocated teams is a mixture of 6 & 5 the League Secretary will multiply the total gala points for each team in the gala with 5 teams by $\frac{7}{6}$. The gala points so attained will be rounded up if necessary to a whole number.

The above formula is to be replicated if fewer teams are allocated.

In Round 3: No adjustment is made.



League points:

In Rounds 1 & 2:

League points will be allocated in each round on the basis of the final position of a team in its gala as follows:

1. When all the galas in a particular round consist of an equal number of teams allocated to the galas, league points will be awarded as follows:

	8 teams							
Place	1	2	3	4	5	6	7	8
Points	8	7	6	5	4	3	2	1

	7 teams						
	1	2	3	4	5	6	7
	7	6	5	4	3	2	1

	6 teams					
Place	1	2	3	4	5	6
Points	6	5	4	3	2	1

2. When there is a mixture of 8 and 7 teams allocated to the galas, league points will be awarded as follows:

	8 teams							
Place	1	2	3	4	5	6	7	8
Points	8	7	6	5	4	3	2	1

	7 teams						
	1	2	3	4	5	6	7
	8	7	6	5	3	2	1

3. When there is a mixture of 7 and 6 teams allocated to the galas, league points will be awarded as follows:

	7 teams						
Place	1	2	3	4	5	6	7
Points	7	6	5	4	3	2	1

	6 teams					
	1	2	3	4	5	6
	7	6	5	4	2	1

4. When there is a mixture of 6 or 5 teams allocated to the galas, league points will be awarded as follows:

	6 teams					
Place	1	2	3	4	5	6
Points	6	5	4	3	2	1

	5 teams				
	1	2	3	4	5
	6	5	4	2	1

5. When there is a mixture of 5 or 4 teams allocated to the galas, league points will be awarded as follows:

	5 teams				
Place	1	2	3	4	5
Points	5	4	3	2	1

	4 teams			
	1	2	3	4
	5	4	2	1



In Round 3:

In Round 3 league points will be awarded as follows without adjustment for the number of teams in each gala:

	10 teams									
Place	1	2	3	4	5	6	7	8	9	10
Points	10	9	8	7	6	5	4	3	2	1

	8 teams							
Place	1	2	3	4	5	6	7	8
Points	8	7	6	5	4	3	2	1

	7 teams						
	1	2	3	4	5	6	7
	7	6	5	4	3	2	1

	6 teams					
Place	1	2	3	4	5	6
Points	6	5	4	3	2	1

	5 teams				
	1	2	3	4	5
	5	4	3	2	1

	4 teams			
	1	2	3	4
	4	3	2	1

Following Round 3:

League points achieved in Round 3 will be doubled for those teams swimming in the finalist gala (Gala 1) and each team which has attended the finalist gala is given a bonus of 10 league points.

The teams which have attended Gala 2 in Round 3 in each division will receive a bonus of 5 league points.

The teams in all other galas in Round 3 will receive no bonus league points.

Allocation to galas:

For Round 1:

The allocation to galas will be decided at the AGM in order of the draw for each division to divide the teams into galas as required by the number of teams and number of galas in Round 1, except the Premier Division where the top three finalist teams from the previous year's competition will be seeded i.e. the first placed team will go into Gala 1, 2nd into Gala 2 and 3rd into Gala 3.

Preferably there will be at least 3 galas, if this is not possible because of pool availability the Secretary will make the necessary rearrangement (based on the order in which the teams were drawn at the AGM) to hold 4 galas or more as follows (the numbers in the cells are the order of the draw):



18-24 teams in 3 galas		
Gala 1	Gala 2	Gala 3
1	2	3
4	5	6
7	8	9
10	11	12
13	14	15
16	17	18
19	20	21
22	23	24

18 to 24 teams in 4 galas			
Gala 1	Gala 2	Gala 3	Gala 4
1	2	3	4
5	6	7	8
9	10	11	12
13	14	15	16
17	18	19	20
21	22	23	24

For Round 2:

The teams will be ranked in order of gala points gained in Round 1 and where teams have obtained an equal number of gala points the order among those teams will be decided by the number of first places gained, and if necessary the number of second places. In all cases this will be highest to lowest.

Teams will then be allocated to Round 2 galas as in the table above

For Round 3:

After Rounds 1 & 2, the teams in each division will be ranked in accordance with the total league points gained in Rounds 1 & 2. When two or more teams have the same number of league points the ranking among these teams will be based on the total gala points gained in Rounds 1 & 2. In all cases this will be highest to lowest.

For the Premier Division, round 3 may be held in galas of 10 teams for the top gala and 8 teams for the second gala if possible. If this is not possible there will be 8 teams in the top gala and 5 teams in each of the other galas.

For all other divisions the galas will be filled based on the ranking as detailed above depending on the availability of 8 or 6 lane pools.

If clubs have submitted more than one team and these teams are in the same Division, only the highest ranked team can progress to the top (finalist) gala.

Final rankings:

Teams will be ranked within each division in order of the total of league points achieved in all three rounds, including the doubling of points in finalist galas and the bonus points.

In the event of a tie the teams in the tie will be ranked in accordance with the total number of gala points achieved in all three rounds.

If there is still a tie the teams in the tie will be ranked in accordance with the number of first places achieved in all three rounds.

Allocation to lanes:

For round one, the teams will be allocated lanes according to the draw at the AGM except for the Premier Division where the top three finalist teams from the previous year's competition will be seeded i.e. the first placed team will go into Gala 1, 2nd into Gala 2 and 3rd into Gala 3.



The top three finalist teams from the previous year will swim in the centre lane and the other teams spearheaded according to the draw. For rounds two and three lanes will be allocated by the League Secretary based on the results from the previous rounds. Lanes will be “spearheaded” in accordance with the usual rules.

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Host Team Jobs Check List

	<u>Seven days before the gala</u>	Tick
1	<u>Venue:</u> This has been booked by the league or the host team. Contact the pool 7 days before the gala to ensure that all the requirements for the gala are available, such as starting platforms, wave-resisting lane ropes. The pool will be booked for 3 hours. The competition programme is expected to last for about 2 hours 15 minutes following a warm-up of 20 minutes.	
2	<u>Programmes:</u> Can be printed by the host team or downloaded from the website. www.nationalswimmingleague.org.uk	
	<u>On the day at the gala</u>	
1	<u>Posters:</u> In line with Wavepower, Safeguarding Posters are to be displayed in the changing rooms. (In line with A13f above). Team Managers, Coaches and other team authorised persons are required to inform members of their teams(s) that mobile phones or image capturing devices must not be used or open in the changing rooms or changing areas.	
2	<u>Recording of results:</u> Results must be recorded on a computer using the official recording program downloaded from www.nationalswimmingleague.org.uk If results are announced this statement should also be announced "Subject to any adjustments to be made by the League Secretary".	
3	<u>Promoter's conditions:</u> Ensure that the referee has a copy of the promoter's conditions. These will be made available to the host team.	
4	<u>The Host Team Representative:</u> He / she must ensure that the correct safety announcements are made before warm up and before the competition starts.	
5	<u>Warm up:</u> Team managers or coaches should supervise all warm ups.	
6	<u>Photography & filming:</u> This will be allowed in accordance with Home Countries guidelines. Venues may have a policy which will take priority. Mobile phones or image capturing devices must not be used or open in the changing rooms or changing areas.	
7	<u>Lane allocation:</u> Lanes will be allocated by the League Secretary.	
8	<u>Accident book:</u> The host team should have a team accident book available.	
9	<u>Admission costs:</u> Non-finalist galas: Spectators £4.00 (Concessions £2.00) Finalist galas: Spectators £6.00 (Concessions £3.00) Concessions mean Children under 16 years of age and adults 65 years of age & over.	



	<u>After the gala</u>	
1	Results: Send results file and officials sheets by email to the League Secretary NASLW2022@gmail.com by noon the day following the gala. Due to Data Protection Regulations, you are not able to provide anyone, other than the League Secretary, with the results. You may provide the final scores.	
2	Results: Send hard copies of the full results of the gala together with all the gala paperwork to the League Secretary. These should arrive by the Wednesday following the gala. (This is essential to enable the League Secretary to allocate teams to galas for the following round and ensure that arrangements are in place in adequate time for the following gala.) Scanned copies of the gala paperwork will be accepted pending receipt of the hard copies.	
3	Gala receipts: The proceeds of the admission charges are the property of the League and must be forwarded to the League Secretary within 7 days of the gala with the Gala Receipts Proforma. There will be a fine of £100 if host teams do not return any income from door receipts and the gala receipts proforma within 7 days of the gala. Payment can also be made by BACS.	



Self-Declaration Form

For relevant personnel* who do not have **DBS** clearance

Confidential

Have you ever been convicted of a criminal offence or been the subject of a caution or a Bound over Order? Yes ___ No ___

If yes, please provide details and nature of offence(s) PTO, if needed

NOTE: You are advised under the provision of the Rehabilitation of Offenders Act 1974 (Exception) Order 1975 as amended by the Rehabilitation of Offenders Act 1974 (Exceptions Amendment) Order 1986 you should declare all convictions including 'spent' convictions.

Are you a person known to any Social Services Department as being actual or potential risk to children? Yes ___ No ___ If Yes, please provide details.

Have you had a disciplinary sanction (from a sport, or other organisation's governing body) related to child abuse? Yes ___ No ___ If Yes, please provide details.

Personal Details please print.

Mr/Mrs/Miss/Ms

First Name: _____ Surname: _____

Any surname previously known by: _____

Swim Wales / SWIM ENGLAND Membership Number _____

Address: _____

Post Code _____

Tel No: _____ E:mail _____

Date of Birth: _____ Place of Birth: _____

Signed: _____ Date: _____



Contact details:

The League Secretary:
Mr Adrian Edwards,
Ty-Nant,
Old Trap Road,
Gilwern,
Monmouthshire,
NP7 0HW

Email: NASLW2022@gmail.com

Tel: 01873 832 017 or 07974 56 44 06

NASL 2025



Gala Receipts

Venue:

Host club:

Round:

Date.....2025

Item	Amount £	Amount £
Receipts from Door		
Total expenses. All receipts must be attached to this return		
Total of receipts less expenses		

Expenses paid to technical officials or other personnel cannot be claimed against the league. They are the responsibility of the host club.

This form together with a cheque for payment payable to "NSLW" should be sent to the League within seven days of the gala. Payment can be made by bank transfer but you will be required to send the form (by post or e-mail attachment)

Adrian Edwards, Ty Nant, Old Trap Road, Gilwern, Monmouthshire, NP7 0HW
Tel: 01873 832 017 or 07974 56 44 06

National Swimming League – Western
Lloyds Bank
Sort code: 30 98-76; Account number: 00191906

Print Name:

Signature:

Contact details, and Telephone number:

Date.....2025

Email: