

# Yorkshire Winter Competition

## Entries

Competition entries should be made by each Club using the SPORTSYSTEMS Entry Manager system, which is a free download from [www.sportsys.co.uk](http://www.sportsys.co.uk).

Entries, together with full payment and an Entries Report (from SS Entry Manager), should be emailed to [winterentries@yorkshireswimming.org](mailto:winterentries@yorkshireswimming.org) (the Entries Administrator) by the closing date - published on [www.yorkshireswimming.org](http://www.yorkshireswimming.org). Entries received by the Entries Administrator after the closing the will not be accepted.

Entries from individual swimmers will be returned to their Club for inclusion in the Club's entry. In case of doubt, the first entry file received from a Club will be taken to be the official Club email address and any further entries will be returned to it.

Help for SPORTSYSTEMS Entry Manager is available from the Help option in the programme or from the online help site <http://sportsys.co.uk/entry/ssEntryHelp/index.htm> or from the knowledge base at <http://helpdesk.sportsys.co.uk/knowledgebase.php>. The SPORTSYSTEMS help desk is available here <http://helpdesk.sportsys.co.uk/index.php> where you can raise your particular issue and one of the SPORTSYSTEMS support team will reply.

## Withdrawals Procedure

The Yorkshire Winter Competition requests clubs, team managers and swimmers who are unable to swim to notify the Entries Administrator of the withdrawal - in consideration of other swimmers and coaches.

It is the responsibility of the Club who entered the swimmer(s) (see above 'In case of doubt ...') to inform the Entries Administrator of the withdrawal. The withdrawal procedure, including deadlines, is set out below.

Clubs may withdraw swimmers prior to the Winter Competition at any time, to the Entries Administrator, by email [winterentries@yorkshireswimming.org](mailto:winterentries@yorkshireswimming.org) or by completing a form at the event, by the deadlines below.

Refunds for non-swims are at the discretion of Yorkshire SA Management Board and/or Meet Organiser and may need a medical certificate or other evidence.

## Withdrawal Deadlines

Withdrawal deadlines have changed. Clubs, team managers, swimmers and coaches are requested to note the new deadlines.

Swimmers can be withdrawn at any time before the deadlines below.

### 1.) Withdrawals for first day of Competition (Saturday)

Withdrawals should be emailed to the Entries Administrator: [winterentries@yorkshireswimming.org](mailto:winterentries@yorkshireswimming.org) before 5pm on the Thursday before the first day of the Competition (Saturday).

### 2.) Withdrawals for second day of Competition (Sunday)

Withdrawals should be emailed to the Entries Administrator: [winterentries@yorkshireswimming.org](mailto:winterentries@yorkshireswimming.org) or by completing a form at the event, by 12 midday on the first day of competition (Saturday).

Withdrawals for the second weekend of the Competition will follow the same deadlines.

## Start Lists

Seeded Heat Start Lists (HSLs), for Saturday events, will be produced by 6 pm on the Thursday before the Competition weekend. HSLs for the Sunday events will be produced by the end of Saturday events.

Start Lists will be available to print from [www.yorkshireswimming.org](http://www.yorkshireswimming.org) by the times above.

HEAT START LISTS - PLEASE NOTE

CLUBS, PARENTS, COACHES, SWIMMERS & OFFICIALS ARE ASKED TO PRINT ANY START LISTS THAT THEY REQUIRE BEFORE THEY ARRIVE AT THE MEET VENUE.

START LISTS will be available online throughout the competition (as web pages and pdf documents) from the results website on <http://yorkshireswimming.org> and will be updated as required.