

Portsmouth Northsea – Novice Autumn Short Course Level 4 Meet - November 2025



Portsmouth Northsea Autumn Novice Invitational

Short Course Level 4 Meet

Sunday 2nd November 2025

# License number 4SE252074

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Portsmouth Northsea – Novice Autumn  Short Course Level 4 Meet - November 2025

Program of Events

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|  | SESSION 1  |  |
| Event  | Warm-Up 1 – 08:20-08:30 – By Club TBC Warm-Up 2 – 08:30-08:40 – Warm-Up 3 – 08:40-08:50 –  | Start 09:00  |
| 1  | 50 Free  | Female  |
| 2  | 50 Breast  | Open/Male  |
| 3  | 50 Back  | Female  |
| 4  | 50 Fly  | Open/Male  |
| 5  | 100IM  | Female  |
| 6  | 4 x 50 Freestyle Relay  | Mixed  |

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|  | SESSION 2  |  |
| Event  | There will be a comfort break between sessions: (No Warmup)  | Est Start TBC  |
| 1  | 50 Free  | Open/Male  |
| 2  | 50 Breast  | Female  |
| 3  | 50 Back  | Open/Male  |
| 4  | 50 Fly  | Female  |
| 5  | 100IM  | Open/Male  |
| 6  | 4 x 50 Medley Relay  | Mixed  |

Qualifying times

You must not be faster than the times below - All times are short course.

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|  | Open/Male  |  |  |  | Female  |  |
| 8/9  | 10  | 11  | 12  | Event  | 8/9  | 10  | 11  | 12  |
| 40:00  | 39:00  | 36:00  | 35:00  | 50 Free  | 40:00  | 39:00  | 37:00  | 36:50  |
| 45:00  | 44:00  | 41:00  | 40:00  | 50 Back  | 45:00  | 44:00  | 42:00  | 41:50  |
| 47:00  | 46:00  | 44:00  | 42:00  | 50 Fly  | 47:00  | 46:00  | 45:00  | 43:50  |
| 52:00  | 51:00  | 49:50  | 48:00  | 50 Breast  | 52:00  | 51:00  | 50:00  | 49:00  |
| 1:43:00  | 1:38:00  | 1:33:00  | 1:28:00  | 100 IM  | 1:43:00  | 1:38:00  | 1:33:50  | 1:29:00  |

Promoter’s Conditions

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| PROMOTER  | The promoter is Portsmouth Northsea Swimming Club.   |
| CONTACT  | For any queries, please contact us at meets@pnsc.org.uk   |
| VENUE  | The Mountbatten Centre, Alexandra Park, Portsmouth PO2 9QA.   |
| POOL  | 8 Lane 25 metre pool, with electronic timing and anti-turbulence lane ropes.   |
| ELECTRONICS  | Electronic timing will be in use. Swimmers must not leave the pool by climbing over the time pads.   |
| COMPETITION TYPE  | Invitational Level 4 with a maximum of 8 clubs in total.   |
| RULES  | The competition is an open and will be swum under Swim England Technical Rules. A secondary strobe light is available at this meet.   |
| AGE GROUPS  | The competition will be open to age groups 8, 9, 10, 11, 12. Relays will be swum over age groups 8-10 and 11-12. All relays are mixed, and each team must consist of two Females and two Open/Males.  |
| AGE  | Ages will be at 23:59 Sunday 2nd November 2025.   |
| COMPETING CATAGORIES:  | Swimmers will be required to swim in one of two groups: * Female – Athletes with a birth sex of female.
* Open/Male – Athletes with a birth sex of male, trans or non-binary competitors and any competitor not eligible for the female category.

The Female category is for birth sex females in accordance with Swim England’s Transgender and Non-Binary Competition Policy. By entering the ‘Female’ category, a swimmer confirms that their birth sex is female.  Please note: - Rankings will refer to ‘Open/Male’ times rather than simply ‘Male’. Given swimmingresults.org includes British, Welsh and Scottish rankings the term ‘Male’ will still be included for accuracy.   |
| MEET OBJECTIVE  | This meet is aimed at novice swimmers new to competing. It will be a fun and relaxed event with a chance to compete in a mixed free and/or medley relay.   |
| EVENTS  | 50ms on all strokes, 100m Individual Medley and relays.   |
| QUALIFYING STANDARDS  | Upper qualifying times only will apply. All swimmers who are slower or have no times at the meet closing date, are eligible to enter. If you were accepted into any individual event in any race at any county championships in 2023, 2024 or 2025 or have swum in a level 2 meet or above, then you are not eligible for this meet. If the meet is oversubscribed, priority for places will be given to swimmers who have not competed at a level 3 meet. The promoters reserve the right to exclude any swimmer from an event if it is found they have a faster time on Rankings, since 1st September 2023. No Time Trial Requests will be accepted for our Novice Invitational meets.  |

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| ENTRY FEES  | The entry fee is   | £8.00  |  per event |
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| OPEN DATE  | open  |
| CLOSING DATE  | Midnight Tue 7 Oct 2025.  Late entries may be considered if the meet is not full.   |
| ENTRIES  | Entries should be made electronically by downloading the Hy-Tek file which will be sent to all participating clubs. The completed files, along with completed team entry summaries, report and fee entry and any other queries should be emailed to meets@pnsc.org.uk. These forms are available from the PNSC website – PNSC Novice Meets.  Paper entries and Individual Entries are not accepted.  Entry times will not be updated after they have been submitted.  The submission of entries indicates acceptance of the meet conditions.  This meet will operate without entry cards. No poolside entries will be accepted.   |
| PAYMENT  | Once entries have been accepted, invoices will be issued with payment details. Entries from swimmers or clubs with outstanding debts to the club will not be accepted.   |
| REJECTIONS  | Rejections will be made when the volume of entries exceeds the time allowed under Swim England rules for competitive meets. Refunds will be made where a swimmer is rejected from the meet due to it being over-subscribed. The following criteria will be used to determine which swimmers will be scratched: * Reduce the number of heats to comply with session timing through prioritizing those swimmers who have not previously competed at a level 3 meet.
* If necessary, rejections will then be made starting with the older age category swimmers who have previously swum in a Level 3 meet going downwards an age category Male/Open and Female at a time until the entries fit within the meet time available.

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| ACCEPTED ENTRIES  | Once accepted entries have been posted on the PNSC website and emailed to club contacts, it will be the responsibility of the club/Individual representative to check entries, inform all swimmers of their entries and notify the meet secretary immediately of any errors. Once entry times have been accepted no changes will be made unless with agreement of the meet secretary.   |
| STARTS  | At the referee’s discretion we reserve the right to use over the top starts.   |
| SEEDING  | Events will be seeded based on the submitted entry.   |
| AWARDS  | Awards will be made to the top 3 in each event on a heat declared basis at each round. Medals can be collected from the medal table. Heat results will not be announced but results of each event and details of winners will be posted around  |

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|  | the pool and on Meet Mobile as soon as they are available. A trophy will be awarded to the club who has the most points at the end of the meet.  |
| WITHDRAWALS  | There will be no refund of entry fees to swimmers who withdraw from the event after the closing date, unless the withdrawal is for medical reasons and a doctor’s certificate, or medical evidence is supplied. Refunds will be available for withdrawals due to injury or illness made up to 08:30 am on 15th June 2025. These refunds will be provided on receipt of proof of injury or illness through a doctor’s/medical certificate or similar. This evidence should be emailed to meets@pnsc.org.uk once the online withdrawal form (available from meets@pnsc.org.uk) has been completed. The online refund request form must be completed within 5 days of the meet. Requests received after this time will not be considered. Refunds will be made via Clubs.  Withdrawals can be made up until 18:00 via email sent to meets@pnsc.org.uk on Saturday 14th June 2025. After this time withdrawals must be made on the official electronic withdrawal forms using a QR code which can be found in posters around the poolside and technical office. Coaches / team managers must submit withdrawal forms electronically for any swimmers not competing to the meet computer room 40 minutes before the start of each session. This notification will help to minimize heats with empty lanes. PNSC reserve the right to implement a fine of £5 per event if withdrawals are not reported.   |
| OFFICIALS  | All clubs submitting entries are requested to assist in the running of the meet by supplying details of any Licensed officials who are willing to assist at this Gala. Officials should sign up via the officials website - https://swimmeet.com/OfficialsSignup/PortsmouthNorthsea/  Any meet that does not have the number of officials required by the licensing board runs the risk of being downgraded.   |
| COACH / TEAM MANAGER PASSES  | Coach packs are available £10 for the meet. They include start sheets and refreshments. Team Managers will not be charged at our Novice meets but must apply for a pass and provide their full details. Clubs must follow the updated Swim England’s guidelines for the ratio of coaches and team managers that need to accompany their swimmers.  Late submissions for coach/team manager passes (applications submitted after 18:00 hours on Wednesday 29th October 2025) will result in an additional £5 administration charge.  Only swimmers, team managers and coaches with passes will be allowed on poolside. Poolside coaches need to be registered with Swim England (or equivalent national swimming organisation) and hold a valid DBS check. Team Managers need to be registered with Swim England (or equivalent national swimming organisation), hold a valid DBS check, and have the relevant safeguarding and team management qualifications.  Coach/TM passes are unique per person and are not able to be passed between others.   |

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| CHAPERONE PASSES  | Chaperone passes are available if swimmers require assistance poolside. The cost is £2 and the chaperone must have Swim England membership (or equivalent national swimming organisation) & valid DBS. If a swimmer requires additional assistance on poolside, please contact the meet organisers in advance.   |
| MARSHALLING  | Competitors must report to the Competitor Stewards when they are called. Any competitor not reporting in time may be excluded. It is the responsibility of the swimmer to report to the stewarding area in sufficient time for each event. Portsmouth Northsea cannot be held responsible for any swimmer missing the start of their particular heat.   |
| CHANGING VILLAGE  | The changing village is for competitors only, parents are not permitted in the changing area and will be asked to leave. Competitors are politely asked not to change poolside and use the facilities available. Cameras and phones are strictly prohibited in the changing area.  The Swim England safeguarding policy Wavepower clearly states that “mobile phones and devices should not be used under any circumstances in a changing room area during Swim England regulated activity”. The safeguarding policy can be downloaded and read by clicking on the link. (Wavepower | Safeguarding for Swim England clubs (swimming.org)   |
| JEWELLERY  | For safety and security reasons, the wearing of jewellery is not permitted while in the water during warm-ups / swim-downs and / or competition. This includes watches, necklaces, chains, bangles, wrist bands, earrings (except studs), and rings (except wedding bands). PNSC will not be responsible for any jewellery brought to events and will not be liable if such jewellery is lost or damaged.   |
| MEET RESULTS  | Meet results will be posted on Meet Mobile and paper copies will be available in the spectator’s area.   |
| SPECTATORS  | Spectators may be restricted due to site capacity and safety mitigations. Spectators will be accommodated wherever possible with access to purchase spectator tickets being available on the day.  Ticket costs: * Adults (aged 18+ years) - £5 per day
* Children (up to 17 years) – free

 Full event programs (which include seeded heat sheets) will be available on Meet Mobile.   |
| CAMERAS  | Mobile phones that have a camera facility/hardware are recognised as a camera or photographic device. Any photos taken should fall within the Swim England guidelines. NO FLASH photography is permitted. Cameras and phones are strictly prohibited in the changing area.   |

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|  | Please be advised that photographs may be taken at this event by a club representative. Additionally, the event may be live streamed and will be accessed through our YouTube channel.  PNSC are aware of the wide range of devices including mobile telephones which have photographic and filming capabilities. This enables the capture of both static and moving images. Used responsibly, such devices are perfectly safe, but sharing images widely may betray a confidence or identity of an individual which may present a risk of harm to the individual concerned. The use of such equipment is difficult to control but we can all be vigilant. PNSC may use photographs taken at this event as promotional material and used across public forums including their website and social media accounts, and possibly the local press and television.  If you have any concerns or safeguarding queries, please bring them to the immediate attention of the event management team situated at the front of house desk on the day of the event. Should you wish to refuse photographic permission please contact the event management team on site. Post event, if at any time a individual wishes an image of themselves to be removed from the public platform, 7 days’ notice must be given to PNSC after which the data will be removed.  The event may be live streamed. The link for streaming will be available on our social media sites. The stream will start at the beginning of each session over the event. Please be aware that you and your competitors are being watched by over 50,000 people worldwide. Please behave in a manner that has a positive reflection on you and your club.   |
| SPECTATORS  | There will be a charge to enter the building past the reception area. Programs are available on Meet Mobile.   |
| WARM UP  | Swimmers and coaches must ensure that they take no action that would endanger themselves or others. Coaches are responsible for their own swimmers at all times during the warm-up.  |
| WARM DOWN  | No warm down facility is provided.   |
| POOLSIDE RULES  | Due to limited space poolside we kindly request that swimmers only bring small bags poolside and use the lockers provided. Chairs should not be brought on poolside.  Teams will have a dedicated area. Clubs are reminded to be mindful of officials and their working area.  Important: We cannot guarantee a nut-free environment.   |
| PARKING  | Parking is available at the Mountbatten Centre and this is free of charge for spectators for up to 4 hours. This is only applicable if cars are parked completely in a standard marked parking space. Charges will be applied after 4 hours. The amount of parking may be restricted due to other events running at the venue. Nearby options for a longer duration of free parking will be shared prior to the meet. Officials, Coaches, registered Team Managers and registered Portsmouth Northsea Volunteers will continue to receive free parking for the duration of the meet provided their vehicle details are correctly registered with the Mountbatten Centre.  |
| EVENT CANCELLATION  | If the meet has to be cancelled due to unforeseen circumstances, only entry fees and passes will be refunded. The Promoter is not responsible for any travel or accommodation costs incurred.   |
| HEALTH & SAFETY  | All meet participants must observe the safety precautions in operation at the Mountbatten Center and must have footwear when leaving the poolside. Swimmers must be fully clothed on all areas of the building apart from poolside and changing room. Due to limited spectator seating we kindly request that seats are used for spectators only.   |
| BEHAVIOUR AND ATTITUDE  | PNSC has a zero-tolerance policy on negative behaviour at meets. Coaches, Team Managers and chaperones are responsible for their swimmers at all times.  Disrespectful and poor attitude resulting in unacceptable behaviour will not be tolerated. All those on-site including competitors, parents, coaches and clubs are expected to behave in an appropriate manner, respectful of officials, volunteers, staff and others. PNSC holds the right to ask those behaving inappropriately to leave the event and/or meet if deemed necessary. Refunds will not be issued for dismissal from an event. The right to remove competitors and/or clubs from the meet is held by the meet manager and senior team of officials. We ask that you remind your competitors of the above policy and remain vigilant throughout the meet. Please report any inappropriate behaviour to a member of the event team on site.    |
| PERSONAL BELONGINGS AND LOST PROPERTY  | Persons are requested not to leave their belongings unattended and to ensure valuables are placed in a locked locker or kept with someone for safekeeping. Portsmouth Northsea SC Open Meet Management Staff and/or BH Live will not be held responsible for loss of personal property. Any property left behind from this Meet must be collected within one week, uncollected items will be disposed after this period.   |
| DATA PROTECTION  | Entries will be held on a computer solely for the purposes of this competition. Consent, as required by the General Data Protection Regulation (GDPR), to the holding of personal information on computer will be deemed to have been given by the submission of the entry. This data will be held at least 1 year. Data and results will be shared with the British swimming for rankings and the competitors own swimming clubs. Results will be posted at the pool & on the website.   |
| EQUALITY  | PNSC promotes inclusion and diversity, and welcomes participation from everyone. If you have any particular requirements in respect of participating, officiating or volunteering then please mention this, in confidence if required, to our Events and Volunteers Manager. PNSC aims to provide a discrimination-free environment. We are committed to an action plan and policy in line with the Equality Act 2010, which ensures that no one receives less favourable treatment because of a protected characteristic. The full equality policy can be viewed on our website.   |