



**Saturday 22nd November 2025**

**Session 1: Warm up 8.30. Start at 9:30**

**Session 2: Warm up 12:30 Start at 13:30**

Michael Woods Sport and Leisure Centre, Glenrothes.

**Licence L3/ED/048/NOV25**

**General Information**

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| ***Date*** | Saturday 22nd November 2025 |
| ***Venue*** | Michael Woods Sport and Leisure Centre, Glenrothes, Fife, KY6 2RD |
| ***Age groups*** | 8 and under, 9 years, 10 years, 11 years, 12 and over. |
| ***Ages*** | As of 22nd November 2025 |
| ***Events*** | (8 and under) 25 Fly, 25 Backstroke, 25 Breaststroke, 25 Freestyle. (9 years) 25 Fly, 50 Backstroke, 50 Breaststroke, 50 Freestyle, 100 IM.(10 years) 50 Fly, 50 Backstroke, 50 Breaststroke, 50 Freestyle, 100 IM(11 years) 50 Fly, 50 Backstroke, 50 Breaststroke, 50 Freestyle, 100 IM(12 and over) 50 Fly, 100 Backstroke, 100 Breaststroke, 100 Freestyle, 100 IMRelays: (8 and under - 10 years) Mixed freestyle 4 x 25m, (11 - 12 and over years) Mixed freestyle 4 x 50m  |
| ***Time*** | Session 1; 8 and under, 9 years, 10 years - Warm up 8.30. Start at 9:30Session 2; 11 years, 12 and over - Warm up 12:30 Start at 13:30 (Warm ups subject to change once entries have closed) |
| ***Entry fees*** | £6.00 per individual 25m or 50m event£7.00 per individual 100m or 200m event£8.00 per relay eventShould the meet be oversubscribed preference will be given to slower entry times. No time (NT) entries will be rejected outright. |
| ***Awards*** | Individual events per age group - Medals for 1st -3rd Relay events - Medals for 1st -3rd  |
| ***Coaches’ lunches******Spectators*** | Buffet lunch provided for officials and coaches attending all day. Please email name and club to president@swim-incas.org by Saturday 1st November 2025. Spectating will be available for both sessions a first come, first served basis.Entry to the spectator gallery: £3 per session or £5 for all day  |
| ***Closing date:*** | **Saturday 25th October 2025** |

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| **Meet Rules** |
| ***General*** | It is the responsibility of each club to ensure that its swimmers are aware of the meet rules and guidelines.  |
| ***SASA Rules*** | The meet shall be held under SASA rules. |
| ***SASA******Registration*** | All swimmers of Scottish clubs must have a current SASA registration number. (Swimmers from non-Scottish clubs must be registered with their governing body). |
| ***Age*** | Age as on the day of the competition |
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| ***Pool*** | 8 lane 25-metre with anti-wave lane ropes. |
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| ***Timing*** | Electronic timing will be in operation. In the event of electronic failure, back-up manual timing will be used. |
| ***Diving*** | Swimmers, Coaches and Team Managers must ensure that swimmers can dive safely as prescribed in current/planned legislation. Where events start at the shallow end swimmers will start in the water, as advised by the meet referee. |
| ***Photography*** | Photographic and video equipment is not allowed in any area under the jurisdiction of the meet organiser without prior approval of the meet director.  |

**Events**

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| 1. All events are Heat Declared Winners.
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| 1. 25m events will start in the water at the shallow end
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| 1. Over the top starts may be used at the discretion of the organiser.
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| 1. Swimmers should report to the competition stewards in the designated marshalling area at least 5 heats in advance.
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| 1. Relays - teams must comprise at least one boy and one girl but can be any combination of ages that are permitted for the individual events in the same session.
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| **Entries** |

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| ***Entry Secretary*** | Heather McIntyre The Bungalow, Carslogie Road, Cupar, KY15 4HY Tel: 01334 656559 Email: **heathermcintyre2000@gmail.com** |
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| ***Entry File*** | Entries should be made by Hy-Tek file. Please request entry file from the Entry Secretary Heather McIntyre **heathermcintyre2000@gmail.com**quoting club, name, address and telephone number. Completed entries should then be returned by email, along with electronic copy of the summary sheet. |
| ***Closing Date*** | **Saturday 25th October 2025** |
| ***Withdrawals*** | There shall be no refunds for withdrawals after the Draft meet programme is published. The promoters reserve the right to restrict entries. Entries will be accepted on a time basis. Clubs should ensure that times submitted are correct. Rejected entries will be refunded in full. |
| ***Draft Programme******Transgender- & Non-Binary*** | A draft programme detailing acceptances will be circulated by e-mail as soon as possible after the closing date for entries. There are no refunds for entries withdrawn after the draft programme is prepared. As of the 1st of January 2024, the Scottish Swimming Transgender & Non-Binary Competition Policy was implemented nationally across all aquatics sports. The policy and FAQs can be found [HERE.](https://www.scottishswimming.com/about-us/equality) Any policy related matters that arise during the event should be reported to and will be recorded by the Meet Convenor/Lead Referee and these matters will be communicated to and managed post event by the relevant Scottish Swimming Staff. At no point will members be challenged on the day of a competition with any matters being resolved post event.As a result of this policy being implemented, any competitor intending to compete within the Female category at this event will be required to provide confirmation that their birth sex is female when signing up to the meet conditions through entry. By entering the Female category, athletes are therefore confirming their birth sex is female and are eligible to compete in the Female category. |
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| **General Information** **Miscellaneous**1. The Meet will be a Level 3 event.
2. Michael Woods Centre provides good spectator accommodation, there are ample parking facilities and there is a cafeteria and vending machines.
3. There will be tombola/fundraising activities available to participate in.
4. The organiser reserves the right to exclude or refuse admission to any competitor team or official.
5. Neither InCAS Swimming Club or the Michael Woods Centre can be held responsible for loss or damage to swimmers, team staff or spectator’s property.
6. Swimmers are advised to secure property in the lockers provided and not to leave belongings unattended.
7. Anything not covered above or in the event programme will be at the organiser’s discretion.
8. The organisers reserve the right to vary the conditions as necessary.
9. Clubs are asked to provide the names of at least 2 technical officials and 1 helper for each session of the meet.
10. Technical officials are asked to make themselves available for assistance on the day.
11. Marshalling will be 5 heats in advance.
12. It is the responsibility of each club to ensure that their swimmers are aware of the meet rules and guidelines.
13. InCAS Swimming Club retains the right to amend any of the above conditions as necessary.
14. InCAS Swimming Club reserves the right to restrict heats if necessary.

**Warm-up/Events**1. The warm-up may only commence when advised to do so.
2. No diving allowed other than in controlled sprint lanes
3. The meet stewards will designate sprint lanes
4. No congregating will be allowed at either end of the pool lanes.
5. The one start rule will be used.

**Poolside and Poolside Access**1. Swimmers and Coaches or Team Managers only will be allowed poolside.
2. Swimmers out with the poolside area MUST wear dry clothing and footwear at all times.
3. Outdoor footwear must not be worn on the poolside area.
4. No swimming bags will be allowed onto poolside due to the limited space available.
5. No food must be consumed at poolside; there is a designated area just outside the pool area.
6. Swimmers and Coaches must not take glassware into the showers or onto poolside and are liable for expulsion from the meet if found to do so.
7. Swimmers must act on the instruction given by meet officials and behave in a reasonable manner at all times.
8. Coaches & Team Managers are required to have a current PVG
9. It is the responsibility of the Club Coaches/Poolside helpers to ensure that swimmers are at marshalling well in advance of their heat as no alternative will be made available to them.

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**Events Schedule**

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| Session 1 WARM UP 8:30START 9:30 | 101 | Female | 8 and under 25m Fly  |
| 102 | Male & Open | 8 and under 25m Fly |
| 103 | Female | 9 years 25m FLY |
| 104 | Male & Open | 9 years 25m FLY |
| 105 | Female | 10 years 25m FLY |
| 106 | Male & Open | 10 years 25m FLY |
| 107 | Female | 8 and under 25m Backstroke |
| 108 | Male & Open | 8 and under 25m Backstroke |
| 109 | Female | 9 years 50m Backstroke |
| 110 | Male & Open | 9 years 50m Backstroke |
| 111 | Female | 10 years 50m Backstroke |
| 112 | Male & Open | 10 years 50m Backstroke |
| 113 | Female | 8 and under 25m Breaststroke |
| 114 | Male & Open | 8 and under 25m Breaststroke |
| 115 | Female | 9 years 50m Breaststroke |
| 116 | Male & Open | 9 years 50m Breaststroke |
| 117 | Female | 10 years 50m Breaststroke |
| 118 | Male & Open | 10 years 50m Breaststroke |
| 119 | Female | 8 and under 25m Freestyle |
| 120 | Male & Open | 8 and under 25m Freestyle |
| 121 | Female | 9 years 50m Freestyle |
| 122 | Male & Open | 9 years 50m Freestyle |
| 123 | Female | 10 years 50m Freestyle |
| 124 | Male & Open | 10 years 50m Freestyle |
| 125 | Female | 9 years 100m IM |
| 126 | Male & Open | 9 years 100m IM |
| 127 | Female | 10 years 100m IM |
| 128 | Male & Open | 10 years 100m IM |
| 129 | Mixed | 4 x 25m 8 and under-10 years mixed Male & Open and Female freestyle relay  |
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| Session 2  WARM UP 12:30START13:00 | 201 | Male & Open | 11 years 100m IM |
| 202 | Female | 11 years 100m IM |
| 203 | Male & Open | 12 and over 100m IM |
| 204 | Female | 12 and over 100m IM |
| 205 | Male & Open | 11 years 50m Fly |
| 206 | Female | 11 years 50m Fly |
| 207 | Male & Open | 12 and over 50m Fly |
| 208 | Female | 12 and over 50m Fly |
| 209 | Male & Open | 11 years 50m Backstroke |
| 210 | Female | 11 years 50m Backstroke |
| 211 | Male & Open | 12 and over 100m Backstroke |
| 212 | Female | 12 and over 100m Backstroke |
| 213 | Male & Open | 11 years 50m Breaststroke |
| 214 | Female | 11 years 50m Breaststroke |
| 215 | Male & Open | 12 and over 100m Breaststroke |
| 216 | Female | 12 and over 100m Breaststroke |
| 217 | Male & Open | 11 years 50m Freestyle |
| 218 | Female | 11 years 50m Freestyle |
| 219 | Male & Open | 12 and over 100m Freestyle |
| 220 | Female | 12 and over 100m Freestyle |
| 221 | Mixed | 4 x 50m 11-12 and over years mixed Male & Open and Female freestyle relay |

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| **InCAS Countdown to Christmas Gala*– Saturday 22nd November 2025.*** |
| **Summary Entry Form - This form must be completed and returned to the Entry Secretary** |
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| **Club Name** |  |
| **Contact Name** |  |
| **Address** |  |
| **Telephone No** |  |
| **Email Address** |  |
| **Number of** **25m/50m entries** |  | **@ £6.00 each** | **£** |
| **Number of** **100m entries** |  | **@ £7.00 each** | **£** |
| **Number of** **relay entries** |  | **@ £8.00 each** | **£** |
| **Coach Lunch Tickets** | Email president@swim-incas.org | Buffet lunch provided on the day for coaches attending whole day.  | Please send your name and club by 10th November 2024 |
| **Total amount enclosed** | **£** |
| *I confirm that all swimmers have paid their SASA membership fee for 2024/25* |
| **Signed** |  |
| **Position in club** |  |
| Please pay by **Bank Transfer** **“Inverkeithing Competitive Amateur Swimmers” Sort Code: 82-62-19 Account: 60295461 with your club as reference.***Please attach an electronic copy of this form to the Hy-Tek Entry Return.*Return this form with payment to the Entry Secretary |
| **Technical Officials** |
| **Name** | **TK or Judge** | **Name** | **TK or Judge** |
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