



POLICY ON LICENSED MEETS THAT DO NOT CONFORM TO THE CRITERIA FOR LICENSED MEETS

This document sets out how the Swim England South East Meet Licensing Panel responds to Open Meets that do not conform with the Swim England Criteria for Licensed Meets.

When reviewing the reports submitted after any Licensed Meet, the responsibilities of the Region Licensing Panel are:

1. To ensure that the meet was properly run
2. To protect the integrity of rankings.

Clubs should be aware that the Licensing Panel reviews every report submitted and often receives independent feedback when there have been problems. **Submitting an incorrect report in the hope that no-one will read it is a waste of time.**

If a meet fails to conform with the Licensed Meet Criteria, the Licensing Panel has a number of options:

1. If the failure to comply is not significant, the panel may decide to take no action.
2. Recommend that the meet be downgraded in rankings or removed from rankings entirely (any such recommendation is submitted to the National Licensing Panel for confirmation).
3. Sanction the club promoting the meet.

The panel understands that circumstances may arise at short notice that mean that the Meet Criteria cannot be complied with.

The panel will have sympathy if:

1. The meet reports are honest and report/explain why criteria could not be complied with
2. The failure to comply has a minimal impact on the operation of the meet and the quality of the results
3. The promoter and/or referee have clearly taken action to minimise the impact (such as re-assigning officials, reducing the number of lanes, acceptable officials multi-tasking).

The panel will have little sympathy if:

1. The meet reports are incorrect and fail to highlight any failures to comply with the criteria, e.g.
 - a. The referee signs a report declaring that there were sufficient officials, when in fact there were not

- b. The promoter signs a report declaring that the meet criteria have been met, when in fact they were not
 - c. There is no attempt to explain why there were problems
2. It was obvious in advance that meet criteria could not be complied with (e.g. insufficient qualified officials appointed, too many swims accepted)

The panel will treat very seriously the deliberate submission of incorrect reports to attempt to hide failures to comply with Meet Criteria.

Sanctions that could be implied to clubs who promote a meet that fails to conform with the criteria for licensed meets could include:

1. A formal warning
2. A requirement to provide additional information when applying for licences for future meets
3. An embargo on running licenced meets for a period