BUCS SHORT COURSE SWIMMING CHAMPIONSHIPS 2026-27

EVENT GUIDE

DATES

20 November – 22 November 2026

VENUE

Ponds Forge International Sports Centre

Sheaf Street

Sheffield

S1 2BP

TIMETABLE

Both the event schedule and programme of events are now published on the website here.

ACCEPTED/DRAFT ENTRIES

Please check the draft entry lists IMMEDIATELY to ensure that everything is as expected for you/your team, these can be accessed here.

Please inform us of any queries IMMEDIATELY, DO NOT LEAVE UNTIL THE EVENT as changes cannot be made at that point. Athletic Unions should email changes to joseph.gallimore@bucs.org.uk

Note that changes to times/addition of SE No etc. will incur a **£10 admin charge**.

REJECTED ENTRIES

Please refer to the BUCS Short Course Swimming webpage for the list of 'Rejected Entries' to check if any entries have been rejected – this can be found here.

Note that any swimmers entering times outside of consideration entry times in that event will have been rejected at point of entry. This is the same for any entries by Para Swimmers in Non-Para Events that are outside of the general consideration times.

WITHDRAWALS

Please note – Withdrawals for all events are now online -
https://eventsdesk.sportsys.co.uk/event/withdrawal/bucs-short-course-swimming-championships-2026

Once a swimmer is entered via BUCS Play and is accepted as per the draft entries, it is assumed they are swimming unless a team representative officially withdraws them. Competitors failing to withdraw from an event by the given deadlines will be liable to a fine.

You should withdraw any swimmers who have entered but are now known to not be participating in the entire event or in any of the events they have entered.

Withdrawal Deadlines

Day by day withdrawal deadlines are as follow:

Heats/HDW - Day 1 Friday 20 November – 11:00 Thursday 19 November 2026
Heats/HDW - Day 2 Saturday 21 November – 11:00 Friday 20 November 2026
Heats/HDW - Day 3 Sunday 22 November – 11:00 Saturday 21 November 2026

Finals – Finalists not wishing to swim, must withdraw at the BUCS Desk or via the mobile number supplied no later than 30 minutes after the conclusion of the heat session they participated in.

Note: If there is an empty lane due to the no-show of a finalist who has not withdrawn then the non-showing finalists will be fined. If a reserve fails to report and has not withdrawn and is required to swim (resulting in an empty lane) then the reserve swimmer will be fined.

Pre-Event Withdrawals (up to 11:00 Thursday 19 November)

- Any swimmers you know are not attending and need to be totally withdrawn
- Any swimmers who have decided not to swim in events they have entered on any day
- Friday 20 November – any swimmers who are not participating in events they have entered.

Withdrawals must be made online here.

At Event Withdrawals – (Post 11:00 Thursday 13 Nov)

Withdrawals should be made:

- Online
- By phone: 07913419397

FINES

Offence	Payment at Event	Late Payment
Amendment to Entry Information	£10	£10
No Show – Heat	£15	£20
No Show – Final	£20	£25
Late Withdrawal – Heat	£10	£15
Late Withdrawal – Final	£15	£20
Inappropriate Behaviour	£30	£40
Failure to Finish within Consideration Time or Qualifying Time*	£10*	£15*

*This may be increased to an Inappropriate Behaviour Fine at the discretion of the Meet Director and BUCS staff depending on the severity of the offence and whether proof of achieving the qualifying time in the previous 12 months can be supplied.

COMPETITION FORMAT

Heats will be swum in two pools, swum back to back, split as:
North - Female
South - Open

Heat Sessions will be split into two sessions:
A – The fastest heats
B – The remaining heats

50m/100m/200m events and Relays
Heat Session A – fastest four heats
Heat Session B – remaining heats

400m Freestyle & 400 IM
Finals Session – Fastest heats
Heat Session A – next fastest 4 heats *(Note a change to the previously advised 3)
Heat Session B – any remaining heats

800m & 1500m
Finals Session – Fastest heat
Heat Session A – 2nd Fastest heat
Heat Session B - 3rd Fastest heat

It is swimmers responsibility to check the start lists to ensure they report to swim at the correct time. Swimmers who miss their swim will not be able to re-swim their race at another time.

RELAY DECLARATIONS - ONLINE

Those students listed as your relay team(s) on BUCS Play at the point of entry are not your declared team, but if you wish to use any other swimmer at the Championships, they MUST have been listed on your entries made on BUCS Play.

All relay declarations will now be made ONLINE. This is to reduce the amount paper used at the event as well as to assist and speed up the processing of relay teams.

Relay declarations can be made here the week of the event -
https://eventsdesk.sportsys.co.uk/event/team-declaration/bucs-short-course-swimming-championships-2026

Teams failing to correctly submit a form will not be permitted to participate and teams failing to submit a form detailing the correct order of swimmers will be disqualified from the event.

Heat Relay Declaration

Must be submitted at least ONE HOUR prior to the start of the morning session on the day that event will be swum.

These team declarations (including order) will be automatically carried forward to finals if a team progresses unless a Final Relay Declaration is submitted to override this.

Final Relay Declaration

To change your team for the final a Final Relay Declaration must be submitted within 30 MINUTES OF THE CONCLUSION OF HEAT SESSION B.

Note: The relay finals do not have to be made up of swimmers who swam in the relay heats. However, please note that no movement is permitted between 1st, 2nd and 3rd relay teams etc. – each set of swimmers must remain in their respective relay team for heats and finals, i.e., if you swim in the 1st team for the heats you cannot swim in the 2nd team for the finals and vice versa. If you are unsure, please ask at the BUCS Desk for guidance.

REGISTRATION AND TECHNICAL BRIEFING (COMPULSARY)

With all processes now online for the event, we do not have team packs, so please ensure a coach or captain from your club completes the following form - BUCS Short Course Registration 2026-27

A representative from each institution must attend the Technical Briefing at 08:00 on Friday 20 November 2026 in the Diving Officials Room.

TEAM SEATING

This event is operating a clear deck policy and asks all teams to sit upstairs on either side of the pool please. Coaches and Team Managers may work poolside as required.
Team-mates may support in the finals session on poolside but should ensure adequate space is left for marshalling and officials.

WARM UPS

Warmups are split as per the schedule.

Ponds Forge has strict warm up restrictions. To comply with these, we have a strict warm up schedule which must be complied with.

Heat Session B – Note that in the warm-ups for Heat Sessions B, swimmers in the first event are permitted to warm up in the first section of this warm up regardless of gender. We ask that coaches and team captains manage this and ensure that only swimmers in the gender/events specified use the warm-up assigned to maintain strict limits.

Diving Pit - The diving pit will be available for training, warm up and swim down as per the schedule from first thing each morning until post finals.

Para Warm Up Lane – Lane 6, the lane closest to the diving boards in the diving pit is assigned to para swimmers throughout the event.

No fins or paddles are permitted in the warmups. They may be permitted in the diving pit at quieter times at the discretion of the lifeguards whose instructions MUST be followed.

REPORTING FOR FINALS

Finalists must report to the Finals Competitor Steward on the poolside alongside the South Pool where they will be checked in and directed. Failure to report to this steward may result in a reserve being permitted to swim.

Please advise the Competitor Steward if you are in multiple finals and may be delayed reporting or will report direct to the march on.

All finalists (including reserves) are expected to either report for their finals or withdraw (within 30 minutes of the heat results being published) from the event if they do not wish to participate.

Reserve finalists: Only 2 reserves per final will be called up should there be withdrawals. These will be updated online but swimmers are encouraged to check at the BUCS Desk to be sure.

Final fines: If there is an empty lane due to the no-show of a finalist who has not withdrawn then the non-showing finalists will be fined. If a reserve fails to report and has not withdrawn and is required to swim (resulting in an empty lane) then the reserve swimmer will be fined.

AWARDS & CEREMONIES

Medal Ceremonies will take place en-bloc in event order IMMEDIATELY after each final's session. All medal and award winners are expected to report immediately to the ceremonies area after the conclusion of the finals and be wearing clothing/team kit when receiving awards (minimum of shorts and t-shirts).

Teams are expected to send a representative if the medallist is unavailable. Ceremonies will proceed with a min of two swimmers but where only one swimmer attends this will be at the discretion of the swimmer.

Para Swimming & S15 Ceremonies (where events meet the criteria) will take place immediately after the conclusion of the Finals Sessions on Friday and Saturday and Heat Session B on Sunday.

The list of events/eligible classifications can be found in the Meet Conditions.

PARA-SWIMMING ENTRANTS

If you have any specific requirements for competing, E.g., Strobe Lights, use of 'tappers' etc. please advise Joseph Gallimore.

Any para-swimmers requiring the use of tapping devices, blackened goggles or starting devices MUST have these signed off before competition on Friday 20 November 2026, for them to be used during the Championships.

BUCS will require proof of classification status from the individual. Swimmers MUST bring evidence with them to the Championships and present it to the Lead Referee if requested. Swimmers can download and print the required information from here:

Swim England/Swim Wales Membership Check
Scottish Swimming (SASA) Membership Check
World Para Swimming Rules and Regulations

PARA SWIMMER RESULTS

Swimmers in each recognised event shall have their results ranked based on a multi-classification basis using British Para-swimming Points. The following rules shall apply:

1. To be eligible you need to have a confirmed classification for para-swimmers and be in recognised event (as listed above)
2. To win BUCS Points and/or a BUCS Medal eligible para swimmers no longer need to compete against another eligible athlete. As such the rules outlined within the Entry Information under the BUCS Points tab will be followed. Where there is more than one eligible swimmer, BUCS Points and Medals will be awarded in rank order.

BUCS POINTS

BUCS Points will be awarded to the top four swimmers/teams for eligible events, however, please note that only the top two swimmers from each institution, or one team per institution for relay events, will be eligible for BUCS points. Therefore, if there are not enough eligible swimmers/teams in the top four to earn the points, then the remaining points will be awarded to the next best eligible swimmers/teams based on the rest of the A Final results, B Final results and/or the heat results as required.

In the case of HDW events (400m Individual Medley, 400m Freestyle, 800m Freestyle, 1500m Freestyle), institutions can have more than two swimmers entered but would not be able to achieve more than two sets of BUCS Points, and only one set of Swimming Event Points.

For BUCS Points awarded to para-athletes please see **Appendix 1**.

TRAVEL, DELAYS AND EMERGENCIES

It has been noted that in previous years teams have experienced difficulties in travelling to Sheffield due to heavy pre-weekend traffic on the roads. Please ensure that your team leaves plenty of time to travel to the venue.

Please note that Sheffield have introduced a Clean Air Zone in the city centre and therefore charges may apply when driving to and around Sheffield over the course of the weekend.

If you are delayed, please contact us to arrange any relay declarations and/or withdrawals by phoning 07913419397.

MEDIA ACCREDITATION

Anyone wishing to take photos or video at this event must complete the BUCS Media Accreditation Form prior to the event.

BUCS reserves the right to prohibit photography equipment being used at a BUCS event. BUCS reserves the right to request that the individual ceases to take photographs, deletes any images and, if considered necessary, leaves the venue.

If you wish to take photos or videos at this event, please contact the BUCS Event Lead.

SPECTATORS

Spectators are permitted to attend the BUCS Short Course Swimming Championships 2026 however capacity is limited. This is a free to attend event, and tickets are not required.

There will be no live stream or online broadcast available for this year's event. Anyone wishing to view and/or watch the event will need to attend in person.

RULES AND REGULATIONS

The Championships are held under the BUCS Swimming Regulations, which stipulate that all Swimming Championships are held under BUCS General Regulations, Swim England Laws, World Aquatics Rules of Swimming and World Para Swimming Rules and Regulations.

RESULTS

Live results will be available from the BUCS Short Course Results page over the weekend. Full results will be published after the event.

VOLUNTEERING AND OFFICIALS

We are seeking volunteers, particularly for the Friday daytime. If any parents are attending or if your club has anyone would like to support the event, we would be very grateful.

We also welcome assistance from any parents attending who may be officials and are willing to support our officials team.

Please contact joseph.gallimore@bucs.org.uk to register your interest and availability.

ACCOMMODATION

It is the responsibility of all the competing teams to organise their own accommodation requirements.

PARKING

All event attendees are advised to use the official event car park- Castlegate Q Park (closest to Ponds) or Sheffield Station

1- Attendees should pre book this via the following website- https://www.q-park.co.uk/en-gb/cities/sheffield/

2-Customer selects one of the 2 list car parks (Castlegate or Sheffield Station).

3- Enter the discount code for 50% off - **PFQPSHF50** & enter vehicle reg plate which will enable the barriers to open on the event day

They can enter and exit as many times as they like during the prebooked period without the need for any tickets.

People who don't pre-book can also scan their Q Park voucher at Ponds Reception for a discount .

If you are bringing a larger vehicle, then you may be interested in a couple of the following car parks that have no height restrictions; Sidney Street (S1 4RG) and Matilda Street (S1 4QW), both of which are about a 10-15 minute walk to Ponds Forge.

All the above is subject to availability.

FOOD & DRINK

There is an on-site café at Ponds Forge which is open at 08:30-19:00 which serves hot and cold food, drinks and snacks. There are also a wide range of local shops and café's available within a 10 minute walk of the venue.

SAFEGUARDING AT BUCS EVENTS

BUCS' mission is to provide exceptional student sporting experiences that inspire, develop and unite.

Critical to our success is our commitment to always providing safe, friendly and enjoyable environments for all participants. Whether competing, coaching, officiating, volunteering, working or spectating at these events, the welfare of all is critical to our mission.

To find out more or report a concern, please click here.

SUSTAINABILITY

The sustainability of our event matters to us and these are the positive steps we are taking to manage our environmental impact:

- All staff and volunteers are encouraged to travel to the event via public transport
- We have used local suppliers where possible
- Event programmes are all online, minimising paper use
- We will print on demand merchandise (if applicable)
- We are beginning to track our carbon footprint across BUCS events to identify areas of improvement.

How can you help at this event? Here's some ideas:

- Be self-sufficient by bringing your own refillable bottles and coffee cups to reduce waste
- Ensure you are disposing of waste correctly – Check around the venue for specific recycling and food waste bins
- Travel smarter – as a team on a minibus, cycle or use public transport
- Go paperless - use your phone for all event information