

# WIMBLEDON DOLPHIN SWIMMING CLUB

## MEMBERSHIP POLICIES

### INTRODUCTION

The purpose of this document is to set out the main policies and rules of the club for swimmers and also highlight the Club's commitment to all members.

#### Club commitment

- To coach and develop swimmers to improve their strokes, starts, turns and stamina
- To implement a structured development plan with regular assessments and a related awards programme.
- To build team spirit in a friendly and supportive environment.
- To enter galas to provide members with experience of competition.
- To hold regular swimming sessions where swimmers will be timed, allowing them to improve their 'PB's' (personal best times).
- Our coaches are approachable and are happy to discuss individual swimmers progress.
- We are a competitive swimming club, affiliated to the ASA (Amateur Swimming Association).
- As members of the ASA we follow their guidelines regarding Health and Safety and Child Protection.
- Good Child Protection guidelines are followed at all times, to keep your child safe. Our club has a trained Welfare Officer.
- All coaches and all relevant committee members are CRB checked.
- The committee ensures there is adequate First Aid and Life Saving cover at sessions.

### JOINING REQUIREMENTS

Swimmers interested in joining the club will be asked to attend a trial session where coaches will assess their ability

New members will be expected to attend club regularly and with experience should be willing to represent the club at swimming galas.

### CLUB REGISTRATION AND FEES

New members should complete a club and ASA registration form, which includes details of their date of birth; address contact numbers and medical information.

This information will be retained on a computer and treated as confidential.

On your joining form we also ask permission to photograph your child for Club use only. On rare occasion our coaches may use an underwater video to record swimmers in action as part of personal training.

ASA membership provides insurance cover for swimmers and they will be given a membership number and card. This general Category 1 membership will allow swimmers to enter low level

galas but where swimmers start to enter 'Open galas', a Category 2 membership will be required which is not included in the monthly fees.

**Joining fee of £45 per Junior / Senior swimmer under 18** - New members will pay a one-off fee, which covers their initial swimming costume, flippers and hat.

**Joining fee of £20 per Masters swimmer, over 18 years of age** – this covers annual ASA membership and insurance.

### Current Monthly Fees from September 2015

Subscriptions cover a calendar month and are payable one month in advance at the start of each month. All members must process a standing order form.

Fees are as follows:

Junior / Senior	£37.50
Masters	£25

Fees will be reviewed annually or when pool hire or coaching costs change.

**NB:** As a Club we are bound by the ASA formal Constitution which states that any member whose subscription is unpaid by the date falling 30 days after the due date for payment, may be suspended by the Committee from some or all Club activities, from a date to be determined by the Committee and until such payment is made.

Two months notice of leaving is required and all standing orders must be continued throughout August as we have phased our costs over 12 months.

### SWIMWEAR AND EQUIPMENT

Club colours are navy blue with the Dolphin logo.

Training floats pull buoys and net bags can be purchased from the Equipment Secretary at Latimer Rd on Saturdays. Members can exchange their flippers for a larger pair at no cost as and when they need to. All equipment must be brought to club nights.

Please ensure all costumes and equipment are labeled and that your child has collected everything from the poolside and changing room before you leave the pool.

### SWIM SESSIONS TIMES AND POOLS

Day	Squad	Time	Where
Wednesday	Seniors	6.30 – 8.30pm	Wimbledon High School, Mansel Rd, Wimbledon
Wednesday	Juniors	6.30 – 7.30pm	Wimbledon College, Edge Hill, Wimbledon
Thursday ***	All swim – Juniors and Seniors	6.15 – 7.15pm	Wimbledon College, Edge Hill, Wimbledon
Saturday	Juniors	4.30 – 5.30pm	Wimbledon Leisure Centre, Latimer Rd

<b>Saturday</b>	Seniors	<b>5.30 – 7pm</b>	Wimbledon Leisure Centre, Latimer Rd
<b>Sunday</b>	All swim – Juniors and Seniors	<b>6 – 7pm</b>	Mordan Park Pool

\*\*\*Please note that our coaches reserve the right to turn away swimmers who arrive late for a swim session. Thursday evening is a particularly busy session so please arrive on time.

**Any change to swimming sessions will be notified by email or mobile if late notice is required. Always check the website or call if you are in any doubt.**

### **SWIMMING POOL RULES**

**Please make sure you sign in at every swim session – this is your responsibility**

Wimbledon High School – as part of the letting agreement with Wimbledon High School it is essential that everyone comply with the following school rules when using their pool:

- Members should not drive onto or park on the school site at any time
- Persons waiting for swimmers should not roam the school site but wait outside the swimming pool entrance
- Persons either waiting or leaving swimming should not play on the school; site nor use any school equipment
- No refreshments should be taken into the pool building

#### Wimbledon College

- Please drive safely onto the college drive, take note it is one way and can be congested at peak times
- The college asks that people park respectfully
- The old changing rooms, at the end, are for adult swimmers and coaches. Masters must not change with the younger swimmers if they are late.
- The disabled toilet in the lobby of the sports hall is for the use of teaching staff and parents only
- All users must shower before entering the pool
- No shoes to be worn pool side (shoe covers will be available in September)
- No food or drinks to be consumed in the viewing area
- This is a non-smoking site. This means that there is no smoking anywhere including in private vehicles, if they are parked on the school property.
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Wimbledon Leisure Centre, Latimer Rd Please comply with the rules and regulations of the Leisure Centre

### **Recruitment of Club Staff**

All coaches and volunteers are required to hold current CRB (Criminal Records Bureau).

### **Induction and Training of Coaches and Volunteers**

All coaches and volunteers are given details of the Club's welfare and child protection policy and procedures, known as Wavepower 2009/11

### **Reporting**

The Club promotes an open door policy where legitimate concerns can be raised without fear of recrimination or victimisation.

### **CHANGING ROOM GUIDELINES**

#### Wimbledon College and Wimbledon High School

NO adults are allowed in either of the above changing areas. All children are expected to shower and change by themselves.

Under the guidance of the ASA we do not advise adults to supervise in the changing rooms as this places them and the children at risk of harm and allegation.

N.B. Latimer Rd is a mixed changing area with cubicles

#### Adult swimmers (including young adults 16+)

At Wimbledon College the above will be expected to change separately using the changing rooms at the far end of the pool.

At Wimbledon High School there is a large disabled toilet / changing room that can be used, or swimmers must wait until all the younger children have left the changing area.

### **PARENTS CODE OF CONDUCT**

We ask that parents have a commitment to the club in line with the commitment WDSC will have to your child.

- Be punctual when dropping off your child, lateness can cause disruption to the training session. In the case of Thursday evenings please do not just drop your child if you are later than 6.20pm as they will not be allowed to swim
- Ensure you collect your children promptly at the end of each swimming session; it is not acceptable if you are regularly late. If you know you are going to be late for some reason please use the telephone numbers at the end of this document
- If you are unable to stay at competitions please let the club organisers know and ensure your child has everything they need for the event. Leave a contact number.
- Take an interest in your child's activity and progress and be supportive- the coaches are always happy to discuss individuals progress
- Find out what the club has to offer in terms of coaching sessions and competitions

### **CODE OF CONDUCT FOR SWIMMERS**

- To treat all members of the club with respect including fellow swimmers, and coaches.
- At swimming sessions:
  - **Always ensure you are signed in at all swim sessions** – this is a Health and Safety responsibility

- Arrive in good time and have all your equipment with you, i.e. kickboard, goggles, pullbuoy and fins
- Always shower before entering the pool (where this is feasible)
- Listen to what the coach is telling you
- Always swim to the wall as you do in a race and practice turns as instructed
- Do not stop and stand in the lane, you may get injured
- Do not pull on the ropes as this may injure other swimmers
- Do not skip lengths or sets; you are only cheating yourself.
- Please refrain from boisterous behaviour in the changing areas – where complaints are made by pool providers or others, the club will investigate and action may be taken against individuals involved. (Please note: should damage be made to any property, the club will seek compensation from the individuals involved. Should such behaviour result in the club losing valuable pooltime, further action will be taken).
- Treat all competitors and representatives from competing clubs with respect

### **GETTING INVOLVED WITH THE CLUB**

Wimbledon Dolphin Swim Club is run by volunteers and we **always** need help. We are governed by a constitution set by the ASA and without a minimum number of volunteers our committee cannot function.

If you are interested in helping, please contact us or talk to us at swimming sessions.

### **WDSC COMMITTEE**

Chair	Paula Greenwood
Treasurer	Jeremy Purnell
Membership and Club Secretary	Trudi Freedman
Client Liaison	Denise Hull
Equipment Secretary	Lorraine March
Committee Member	Paul Cartledge
Committee Member	Anne Lury
Committee Member	Sarah Deeks
Welfare Officer	Nic Fleming
Competition Coordinator	Suzie Karidis
Competition Coordinator	Anne NG
Competition Coordinator	Caroline Katiyo

### **COACHES OF THE CLUB**

<b>HEAD COACH</b>	Jon Horsman
<b>ASSISTANT COACH</b>	John Hull
<b>COACHES</b>	Silvia Paultroni Chelsea Hull Tamas Szatmari

If you wish to speak with any of the coaches about a member's progress please try to catch them at the end of session; alternatively messages can be passed via Trudi.

**Contact:**

Trudi Freedman – 07771 662034

[Wdsc.membership@gmail.com](mailto:Wdsc.membership@gmail.com) / [stfreedman@btinternet.com](mailto:stfreedman@btinternet.com)

For further information please visit our website: [www.wimbledondolphin.co.uk](http://www.wimbledondolphin.co.uk)