



# **GASC Registration Pack**

**Including how to register with Team Unify, On Deck and Scottish Swimming**

**April 2021**

# Joining the Club

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Welcome to Garioch Amateur Swimming Club! This registration pack will give you some basic information about our club and help you fill in all the forms you need to become a member.

There are a number of documents that need to be read and understood by both you and your child when you agree to join GASC. This pack will give you the information that you need to complete our online registration form through Team Unify. It will also help you register with Scottish Swimming and tell you how to sign up to the club management app On Deck.

***Please remember it is the parent / guardian of any child under the age of 16 who is taking responsibility and acknowledging that the policies have been clearly advised to, and understood by, the child***

All the policies included in this pack are individually downloadable from the GASC website <https://uk.teamunify.com/team/gasc/page/home> and are hyperlinked in the Team Unify online Registration Form.

## JOINING SCOTTISH SWIMMING

When you join GASC you also need to join Scottish Swimming as a member to make sure that we are insured for you. Once registered [here](#) you will receive a membership number which will be used if you compete (as a swimmer) or attend courses (as a parent / non-swimmer) or become a teacher or coach. Information on how to join is available at the end of this pack and **it is important that you join Scottish Swimming before completing our Team Unify Registration Form**. This is because your Scottish Swimming membership number will become the unique ID number we use for you in our system, and ties in with the way we enter your child into competitions.

We would ask that at least one parent for each child registers with Scottish Swimming, but by all means more than one parent / guardian can register. We often find that one parent initially signs up, but as your child becomes more involved both parents also want to get involved (or share the burden!). You are charged Scottish Swimming membership by the club 'per family' so any number of parents / guardians can join.

***It is very important that you join Scottish Swimming as soon as possible because uninsured children in the pool can void the entire club's insurance i.e. your child can not swim until we have your Scottish Swimming membership. Your Scottish Swimming number is also needed to register with Team Unify.***

## JOINING TEAM UNIFY

Once you have your Scottish Swimming Membership numbers please click [this link](#) (or the one sent in your email) to complete our Team Unify Registration Form. Team Unify is a swim club management system that gives us the ability to use online tools to improve communication, billing, coaching and membership. The benefit to you is that almost everything is now done through Team Unify including electronic sign ups to meets, online payment of competition fees and membership, easy access to your swimmer's results history and sign ups for volunteering etc.

The first thing you will be asked to do will be to **create a family account in your name**. The system allows only one email address and password to be registered, so where appropriate both sets of parents / guardians will need to use the same email address and password to log in to the system. This email address will also be the main way that we communicate with you. If you would like another parent / guardian to receive all emails, please add their address as an alternate email address when you create the account.

Once you have created your family account on Team Unify, you will be asked to **create a member profile for your child and every parent(s) that was also registered with Scottish Swimming.** This allows us to attach any certificates or courses you have completed to your account e.g. PVG / First Aid / Coaching.

*Please make sure you complete both sets of Parent / Guardian information in your family account, as well as any medical information that is relevant to your swimmer in their member account. Team Unify is the main way we have of getting in touch with you should something happen at the pool, and it is only as up to date as you keep it.*

## **JOINING ON DECK**

Once you have registered with Team Unify and the Club Secretary has approved your membership you will be sent an email invitation to join On Deck. This is the mobile app that works alongside Team Unify. Any number of people can download On Deck or Team Unify and join the same family account, but each person will need to use the same email address and password that was registered to the family account to log in.

Although the app is an excellent tool, we would advise you to log in to your Team Unify account on a tablet or computer to deal with any billing issues as the app will only provide an overview of your account and not the finer details. Please also make sure you turn all notifications 'on' so that you will receive our regular Team Feed updates.

## **WHAT HAPPENS NEXT**

You will have been given a start date in your letter of acceptance. After a couple of weeks of swimming the Club Treasurer or Secretary will get back in touch with you to see if everything is okay and check that you want to continue with the club. If the answer is yes they will send you a link to the club's electronic sign up procedure where you will be asked to enter at least one set of card details. You can enter as many cards as you like, but only two can be selected at any one time:

- 'Fees Associated With Your Account' = the card that your monthly swim fees are debited from
- 'On Demand Payment' = any additional debits, like competition fees or one off charges

The same card can also be used for both.

You will also be sent an email detailing the charges you should expect. These will include your swimmer and family Scottish Swimming registration fee, the Annual Club Membership fee, and the first month's swim fees. However, your card will not be charged until we have given you advance notice.

# Fees

There are four different types of fees that need to be paid by club members:

<b>Annual Club Membership</b>	Paid upon joining the club and thereafter on April 1st each year. This fee covers the general club running costs - admin, training for technical officials, miscellaneous expenses and the costs of the Club Championships, Schools Gala etc. It is non-refundable.
<b>Annual SASA Membership</b> (Scottish Amateur Swimming Association)	Paid upon joining the club and thereafter on 1st March each year. This is the cost of membership of the Scottish Amateur Swimming Association, the sport's governing body, and includes insurance. Membership is compulsory for all club members and for at least one parent per swimmer and is non-refundable.
<b>Swimming Fees</b>	Paid on the 1st of every month, this fee simply covers the cost of water-time (pool hire). Swimmers promoted to the next squad during a month will have the increased fee charged on the 1st of the following calendar month.
<b>Swim Meet Fees</b>	Entry fees for meets must be paid in advance before the closing date of the competition entry or your swimmer will not be entered into the meet. Fees may be paid on a per-competition basis through Team Unify or will be included in the monthly Swimming Fees when they are debited. Fees for rejected entries and unconverted reserve swims will be credited back to your account on receipt of the funds from the meet organisers.

Swimming fees increase as your child progresses through the club and increases their pool time. Most swimmers start in Session 1 before moving on to Session 2 and Development. These training sessions enable your child to learn 'the ropes' of competitive swimming. They will then progress to Squad 1 and 2 where the routine of early morning swims are embedded before progressing to Squads 3-5.

An example of Session 1 fees are given below, however, our Treasurer will contact you by email within three weeks of joining the club with an accurate breakdown of your fees depending on which Session or Squad your child is accepted into.

<b>Annual Club Membership</b> (paid upon joining the club and thereafter on 1st April)	£	65
<b>Annual SASA Child Membership</b> (paid upon joining the club and thereafter on 1st March)	£	45*
<b>Annual SASA Family Membership</b> (paid upon joining the club and thereafter on 1st March)	£	15
<b>Monthly Session 1 Swim Fee</b> (payable monthly)	£	30
<b>TOTAL charge first month of swimming</b>	£	<b>155</b>
<b>TOTAL charge for subsequent months (except March and April)</b>	£	<b>30</b>

\*reduced fee applied for Sep-Dec and Jan-Mar by Scottish Swimming

Club fees are determined by the Club Committee and may be subject to change each year. Fees are fixed and no reduction can be given for non attendance or as a result of coaches' decisions.

*Please be aware that if you withdraw from a competition or events in a competition you will normally have to forfeit your fees. Only for medical reasons (supported by a Medical Certificate) or for another emergency may the competition fees be refunded.*

Queries regarding payment should be directed to the Club Treasurer at [treasurer@gasc.co.uk](mailto:treasurer@gasc.co.uk).

# GASC Kit Requirements

<p><b>SESSION 1</b></p>	 <p>Club cap</p>	 <p>Mini kick board</p>	<p>A club swim cap is presented when you join the club. Back ups / spares are also available to buy from your child's coach.</p> <p>Please do not wear the club cap during public training sessions.</p>
<p><b>SESSION 2</b> As Session 1 plus:</p>	 <p>Mesh kit bag</p>	 <p>Fins</p>	 <p>Small / Junior Pull buoy</p>
<p><b>SESSION 3</b> As Session 2 plus:</p>	 <p>Swim / Centre Snorkel</p>	 <p>Ankle strap / Swim band</p>	 <p>Full size kick board</p>
<p><b>DEVELOPMENT</b> As Session 3 plus:</p>	 <p>Cup and ball</p>		
<p><b>SQUAD 1 &amp; 2</b> As Development plus:</p>	 <p>Logbook</p>	 <p>Hand paddles</p>	 <p>Finger paddles</p>
	 <p>Sponge on S-belt / equivalent</p>	 <p>Skipping rope</p>	 <p>Recording board / diving slate</p>
<p><b>SQUAD 3+</b> As Squad 1 &amp; 2 plus:</p>	 <p>Peanut (two tennis balls wrapped in duct tape)</p>	<p>**Kit is available to purchase from Amazon, Wiggle, ProSwimwear, Allens of Kingsbury etc.</p>	

The following policies are for your information and are to be agreed via the Team Unify Member Registration Form. You can also download copies from our website.

If you have any problems or questions, please contact the club secretary on [GASCsec@gmail.com](mailto:GASCsec@gmail.com).

# Photographic Policy

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From time to time, parents / guardians and children will be asked for permission to be photographed or filmed whilst participating in swimming. This could be for one of the following reasons:

- Video footage for performance development.
- Media coverage of an event or achievement.
- Promotional purposes e.g. website or publication.

## USE OF IMAGES & INFORMATION

- All images and accompanying information will comply with Scottish Swimming's Child Protection Policy & Procedures.
- No photographing or filming will be permitted in changing areas, toilets or showers.
- No unsupervised access or one-to-one sessions will be allowed unless this has been explicitly agreed with the child and parents / guardians.
- GASC will ensure that all negatives, copies of video and digital photograph files in our control are stored in a secure place. These will not be kept for longer than is necessary having regard to the purposes for which they were taken.
- Images will not be shared with external agencies unless express permission is obtained from the child and parent / guardians.
- Athletes' modesty will be protected at all times. To this end:
  - Action shots should be a celebration of the sporting activity and not a sexualised image in a sporting context.
  - Action shots should not be taken or retained where the photograph reveals a torn or displaced swimming costume.
  - Poolside shots of children should normally be above the waist only in a swimming costume, though full club kit shots are approved.
  - Athletes should only be photographed in swimwear during action shots.

**I understand that if I do not wish my child to be included in videos or photographs, my child knows to inform the coach prior to the photographs being taken.**

# Mobile Phone Policy

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## AIM AND SCOPE

The aim of the Mobile Phone Usage Policy is to promote safe and appropriate practice through establishing clear acceptable use through guidelines. This policy applies to all members of the club, and relates directly to the appropriate codes of conduct.

## RESPONSIBILITY

It is the responsibility of the athletes / coaches / volunteers to adhere to the guidelines outlined in this document. It is the parent's responsibility to allow their child to have a mobile phone, and should be aware if their child takes a mobile phone to club sessions. Permission to have a mobile phone during the club sessions/events will be dependent on the parent/guardian giving their permission in the form of a signed copy of this policy.

## POLICY STATEMENT

It is recognised that smartphones contain a wide variety of functions which can be susceptible to misuse. Misuse includes taking and distribution of indecent images, exploitation and bullying. Misuse of smartphones can cause distress to individuals, impact on self-confidence and mental well-being, as well as impact on privacy and right to confidentiality. Such concerns are not exclusive to children and young people. It is appreciated that it can be very difficult to detect when smartphones are being used, particularly in relation to additional functions. The use of all mobile phones is therefore limited, regardless of their capabilities. There are 'mobile phone free' areas within the Club setting. These are areas that are considered to be the most vulnerable and sensitive:

- Changing rooms
- Toilets
- Showers

**There is a zero-tolerance policy in place with regards to use of mobile phones by any individual in these areas.**

## INAPPROPRIATE USE

The following are examples of inappropriate use; this is not an exhaustive list.

Members using their mobile phones to:

- using vulgar, derogatory or obscene language while using a mobile phone
- engage in personal attacks
- harass other people
- posting/sharing private information about others using SMS messages/social media
- taking/sending photos or objectionable images
- phone calls that include elements of the above.

## CONSEQUENCES DUE TO INAPPROPRIATE USE

Breaches of the Acceptable Use of Mobile Phone Policy will be dealt with in accordance with the clubs disciplinary procedures and depending on the nature of the breach may be subject to criminal proceedings.

I understand that if I do not follow the Acceptable Use of Mobile Phone Policy, any/all of the following actions may be taken by my club or Scottish Swimming:

1. Be required to apologise formally
2. Receive a warning; verbal or written
3. Be dropped or substituted
4. Suspended by the club
5. Be required to leave the club
6. Forbidden to take my mobile phone or other portable device to swimming
7. Be required to have my continued participation in club activities supervised by my parents/guardians
8. Be required to sign up to a behavioural management plan
9. Serious breaches depending on the nature of the incident may have to be reported to the police

**I have read and understand the above information and appropriate use of mobile phones within Club sessions / events. I understand that this form will be kept on file and that the details may be used (and shared with a third party if necessary) to assist identifying a phone should the need arise (e.g. if lost, or if the phone is being used inappropriately).**

**If my child has a mobile phone, I give my child permission to have a phone at club sessions and understand that my child will be responsible for ensuring that the mobile phone is used appropriately and correctly while under the Club's supervision, as outlined in this document.**

**If my child does not yet have a mobile phone, my child understands that they are agreeing to the above policy if, or when, they do.**

# U18 Athlete Code of Conduct

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GASC is dedicated to creating an environment that nurtures the enjoyment and enthusiasm of every athlete within our club, through a safe, positive environment. We want to empower our athletes to base their conduct on a sense of personal integrity based on the acceptance of rules, fairness, equality, respect for others, moral conduct and a sense of what is right; where ethical behaviour, rule breaking, drug taking or violence is automatically rejected as being irrelevant to the true purpose of swimming.

## **I agree to:**

1. Be friendly and supportive, offer help if needed
2. Practice and participate fairly and be trustworthy
3. Behave with respect to others including coaches / teachers, venue staff, officials, other athletes, parents, team managers and spectators
4. Respect the rules of my club, those of the facilities and Scottish Swimming
5. Respect the rights, dignity and worth of all participants regardless of age, disability, gender, ability, race, cultural background or religious beliefs or sexual identity
6. Always strive to do my best and refrain from inappropriate conduct towards others including physical, verbal, written or emotional, in person or through the use of social media
7. Be a positive role model and refrain from bullying and getting involved in inappropriate peer pressure and push others into something they do not want to do
8. Set a good example at all times in aspects of dress, punctuality, language, behaviour and respect of equipment and others
9. Wear suitable kit
10. Will not smoke, consume alcohol or drugs of any kind
11. Abide by Scottish Swimming Acceptable use of Mobile Phone Policy and Social Media Guidelines
12. Report inappropriate behaviour or risky situations to a member of staff

Our Club recognises that to create a supportive atmosphere, which allows everyone to compete / participate to the best of their abilities, it is important for athletes to know that while we have high expectations of their behaviour, they can expect the same in return from us.

## **You have the right to:**

1. Be safe and happy while taking part in the sport in a protected environment
2. Be respected and treated fairly and participate on an equal basis, appropriate to your ability
3. Be protected from abuse by others from within or outwith the club
4. Ask for help
5. Be believed
6. Be listened to
7. Be referred to professional help if needed

Breaches of the Athlete Code of Conduct will be dealt with in accordance with the club's disciplinary procedures.

I understand that if I do not follow the Athletes Code of Conduct, any / all of the following actions (not an exhaustive list) may be taken by my club or Scottish Swimming:

1. Be required to apologise formally
2. Receive a warning; verbal or written
3. Be dropped or substituted
4. Be required to leave the club

# Parent/Guardian Code of Conduct

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GASC is dedicated to creating an environment that nurtures the enjoyment and enthusiasm of every child within our sport, through a safe, fun and progressive environment. We aim to create a welcoming and vibrant environment, promoting inclusivity and diversity that caters for participant's needs and aspirations. It is important that children participate in the right spirit and in a supportive atmosphere which allows them to perform to the best of their abilities; valuing and recognising effort as well as results.

In order to achieve this, we rely heavily on parents / carers to give their support in the right way. All club activities both in and out of the pool are covered by this code of conduct and all parents / carers are asked to abide by this Code of Conduct at all times.

## **Supporting your Child:**

1. Ensure your child is properly prepared - clothing, kit, equipment, food, drink etc
2. Encourage your child to have fun
3. Never condone rule violations or use of prohibited substances
4. Encourage your child to respect the rules, and teach them that they can only do their best
5. Ensure that your child understands their code of conduct
6. Inspire your child to be the best they can be both in the sport and in life
7. Help them understand the important life lessons to be gained from sport such as: leadership, handling adversity, teamwork, persistence and compassion
8. Establish a positive relationship with your child's coach
9. Do not ridicule or shout at you child for making mistakes or losing at events / competitions

## **Supporting our Club:**

1. Abide by the Club's Parent Participation Policy
2. Complete and agree to any additional policies pertaining to your child's participation
3. Keep contact and medical information up to date
4. Deliver and collect your child punctually before and after sessions / races / events and inform the organiser prior to the activity starting if your child is to be collected early
5. Support the club by attending events and fundraising activities when you can
6. Abide by Scottish Swimming Acceptable Use of Mobile Phone Policy and Social Media Guidelines

## **Supporting our Club at events and competitions:**

1. Encourage all members of the club by applauding their effort
2. Show understanding when athletes make mistakes or if they don't win / PB
3. Be positive. Discuss performances in a constructive manner at an appropriate time; focus on things the athlete did well. Don't dwell on mistakes
4. Support all efforts to remove verbal and physical abuse from sporting activities
5. Respect and applaud other athletes / teams for their efforts, not just your own
6. Behave responsibly and do not use inappropriate language whilst involved in or spectating at club activities, and treat swimmers, coaches, club volunteers, officials and other parents with due respect
7. Abide by Scottish Swimming Acceptable Use of Mobile Phone Policy and Social Media Guidelines

## **As a Parent / Guardian you have the right to:**

1. Be assured that your child is safe and protected during their participation in all activities
2. Be informed of problems or concerns relating to your child
3. Be informed if your child is injured or unwell
4. Have your consent sought for issues such as trips and photography
5. Contribute to decisions within the club
6. Have any concerns about any aspect of your child's welfare listened to and responded to

Where a parent / guardian is a member of the Club / Scottish Swimming, any breaches of the Parent / Guardian Code of Conduct will be dealt with in accordance with the club's disciplinary procedures.

If the parent / guardian is not a member of the Club / Scottish Swimming, any breaches of the Parent / Guardians Code of Conduct will result in removal from the event / ban for future events.

**I have read with my child and explained the U18 Athlete Code of Conduct and I have read and understood the Parent Code of Conduct and we agree to be bound by them.**

**I understand that breaches of the Code of Conduct will be dealt with in accordance with the club's disciplinary procedure.**

# Parent Participation Policy

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The principle Garioch Amateur Swimming Club acts on is “If everyone contributes a little, then no one has to do a lot [unless they want to!]”

As a parent / guardian of a GASC swimmer, there are a certain number of duties for the well running of the club that are required to be fulfilled. These include:

## **SWIMMING TECHNICAL OFFICIAL (STO)**

At meets, technical officials are required as timekeepers, recorders, judges, starters and referees. There is training for these roles and parents will progress through the training to becoming a technical official.

At North District competitions it is actually a North District regulation that the Club must supply officials based on the number of entries from that club, not the number of accepted swims. If these requirements are not met the club receives a fine. As a result, it is Club policy that all parents must be willing to officiate at these competitions or find a replacement official. We will provide all training required for STO roles.

- When a swimmer joins the club, we require at least one parent to become a Timekeeper within 6 months.
- When a swimmer joins Squad 1 upwards, we require one parent to be on the path to obtaining their Judge 1 certificate. To achieve this, you will need to have been a Timekeeper at least 4 times and Chief Timekeeper once.

Although no meets are running at the moment, we have additional requirements to meet the COVID guidelines set by Scottish Swimming. For all sessions, a COVID Liaison Officer (CLO) needs to be present. We are now asking for parents of new swimmers to participate in this CLO team for their swimmer's particular session. The role is straightforward, essentially working through a checklist to make sure everyone - swimmers and coaches - remember the COVID rules. Note that without cover from a COVID Liaison Officer, the session cannot run. We want to avoid that wherever possible.

## **GASC OWN MEETS**

As a club we run up to three galas throughout the season: the Garioch 200, Garioch Mix Up and our own Club Championships. These are important fundraising events and the proceeds go towards our day to day running costs. It is expected that all parents of participating swimmers will assist in the running of these galas in some form.

It is compulsory for eligible swimmers to compete in the Garioch 200 and Garioch Mix Up, and compulsory for all club swimmers to compete in the Club Championships.

## **PARENT POOLSIDE ROTA**

There will also be occasions for Parents to help provide poolside support for training sessions at various swimming pools GASC operate from. This will be communicated to the respective parents / guardians as appropriate, and will require a PVG to be carried out.

<p><b>I understand that failure to undertake these may result in my child being refused entry into forthcoming galas.</b></p>
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# Data Protection Policy

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In order that Garioch Amateur Swimming Club (GASC) complies with the Data Protection Act 1998, the following policy needs to be understood and agreed.

GASC provide training and competitive opportunities for swimmers of all ages and standards. During the course of this activity, coaches will compile information on swimmers relating to personal details and performances. The following list provides guidance on the information gathered and recorded in both electronic and manual format:

- Name
- Address
- Date of Birth
- Weight and Height\*
- Competition results
- Test set results
- Personal goals\*
- Video footage/photographs of competitions and performances
- Details of next of kin
- Details of Medical Practitioner
- Details of relevant medical conditions\*

The information marked \* is kept confidential between the individual, their coach, the GASC Head Coach and Team Managers (where appropriate). Competition, performance results and related news articles, along with any relevant photographs\*\* may be posted on the GASC notice board, the GASC website and in the media.

In addition, personal best times, along with names, dates of birth and SASA registration numbers are submitted to other clubs for the purposes of entering competitions. Personal details on address, telephone numbers, email and date of birth will not be divulged to anyone outwith the GASC administration unless for the purpose so described or with the express permission of the member. Video footage may be shared with other swimmers with the individual's permission.

**\*\*Such photographs are not captioned in any way that may identify individual subjects and swimmers must be appropriately dressed when photographed out of the water i.e. wearing t-shirts or other garments which cover their swimming costumes.**

Information on swimmers held by GASC will be destroyed within one year of the individual leaving the GASC programme of activity.

**I confirm that I have read and understood the GASC Data Protection Policy**

# Privacy Notice

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It is very important to us that you understand our intentions, and your rights, in relation to your personal data.

By providing your personal data to us, you acknowledge that you have read, and understood, our privacy policy. You acknowledge that we may process your personal data in accordance with that privacy policy, and for the purposes set out in the privacy policy.

We may process your personal data without your consent where we have another legal right to do so. Most commonly this will be where the processing of your personal data is necessary in order to enter into, or perform, a contract with you. Additional detail on this and other potential legal grounds under which we may process your personal data are set out in our privacy policy.

You may withdraw your consent to our processing of your personal data at any time, by contacting us on [gascsec@gmail.com](mailto:gascsec@gmail.com). We may continue to process some of your personal data if we have another legal right to do so, in accordance with our privacy policy.

Please review our Privacy Policy on our website before providing us with your personal data or consent, or you can receive a copy by contacting [GASCsec@gmail.com](mailto:GASCsec@gmail.com).

**I confirm that I have read and understood the GASC Privacy Notice and Privacy Policy**

# Joining Scottish Swimming

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Scottish Swimming are the governing body for swimming in Scotland. When you join Garioch Amateur Swimming Club (GASC), you also need to join Scottish Swimming as a member to make sure that we are insured for you. Once registered you will receive a membership number which will be used if you compete or attend courses or become a teacher or coach.

GASC is responsible for managing all their members, and members cannot pay their membership direct to Scottish Swimming. Once you have registered your details online, and added your club, the GASC treasurer will receive a notification that you have joined the club. Once we have collected your membership fee, our membership secretary will confirm your membership and activate your membership online.

GASC currently charge the following for annual Scottish Swimming membership fees:

- |  |                       |
|--|-----------------------|
| 1. Swimming Member   | £45 *prorated by SASA |
| 2. Non-Swimming Family Account (one or more parents / guardians) | £15                   |

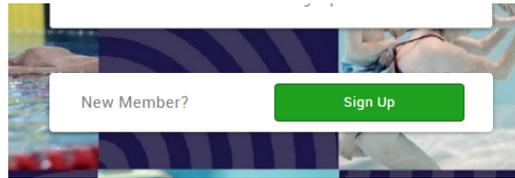
***It is club policy for one adult per family to register with Scottish Swimming when their child joins the club. Please remember to register both you and your child. If you already have a child swimming in the club and are already registered, you only need to complete registration for your new child. Please also be aware that once you have submitted the registration form you are liable for the membership fee, regardless of the length of time your child may swim with the club.***

To register with Scottish Swimming please follow these steps:

- Have you been with a swimming club before? If so it is likely that you are already on the Scottish swimming database, so it is important that you don't just create a new profile since that would lose any of your history for e.g. courses, swim times etc. To reinstate an older account or one you cannot access please contact us at [info@scottishswimming.com](mailto:info@scottishswimming.com) and we can simply reactivate your account, saving you time. Also this will carry forward any swimming rankings, qualifications or courses, etc.
- Do you have any family members already registered with Scottish swimming? If so, go to creating a Family Group section.
- If you do not have previous involvement with swimming go to <https://www.scottishswimming.com> and follow the instructions below.

Please contact Scottish Swimming directly if you are having any problems registering with them.

1. Click on online membership
2. Click on new member sign up
3. Enter the new member's details



4. Enter the new member's details



**Join today**

**1. Your Details**

First Name  Last Name

Email Address

Contact Number

Date of Birth

Day  Month  Year

Male  Female

**2. Address Details**

Line 1

Line 2

Town  County

Postcode  Country:

**3. Account Details**

Username

Password

**Sign up**

By signing up you agree to the [Terms of Service](#) and [Privacy Policy](#) including Cookie Use.

**Important note** – When you enter your email address it will automatically copy this into the user name box. If you already have a family member on the system registered with that email address, then you should manually overwrite the user name before clicking sign up – make it something memorable – eg firstname.surname – the system cannot have two identical user names which is why you will need to change it if it's already been used, otherwise you will get an error message. By changing the username you don't need to change your email address.

5. Select your preferences - please read through the options below. **Please note** that if you chose to be removed from the online Membership Check and Rankings, this will affect your ability to enter club and national swimming events.



**Let's Stay in Touch**

Our membership lies at the heart of what we do and we want to make sure you only receive information that is relevant to you. Please take a moment to review your preferences below.

**Scottish Swimming News**

Keep up to date with our newsletter. Please UNTICK if you would rather not receive this. This will be sent out by email.

Yes please, I would like to hear about Scottish Swimming News

**Third Party Communication**

Occasionally our sponsors and partners may wish us to let you know about new products or kit offers. We will not share your details with any other party.

Please tick to receive this third party information via email.

**Membership Check and Rankings System**

As a member your information is shared on the Scottish Swimming Membership Check and swimmer information gets shared on the British Swimming Rankings website. More information about this can be found here.

Tick to be REMOVED from the rankings and membership check. IMPORTANT TO NOTE if a swimmer hides their details on the rankings and membership checker, this could affect their ability to enter events. ⓘ

**GoMembership Communications**

Let us know if you would like to receive any of the following communications

[GoMembership](#)

← Back
Continue

Important Note - Please read through the privacy notices.

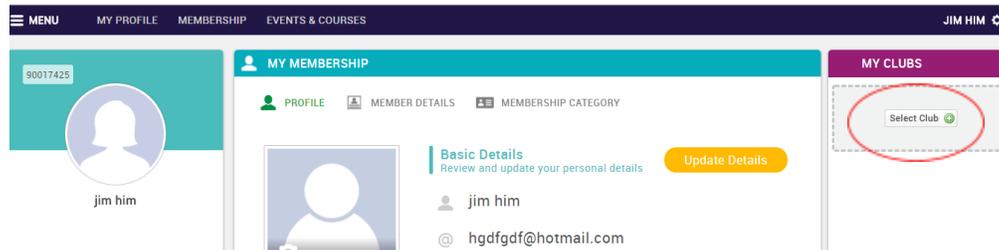
**Really Important Note** - If you are going to compete, when you see the Membership Check and Rankings option, if you tick this box you will **NOT** be visible in our rankings system, meaning you won't be able to compete. If you wish to compete, please do not tick this box.

### Membership Check and Rankings System

As a member your information is shared on the Scottish Swimming Membership Check and swimmer information gets shared on the British Swimming Rankings website. More information about this can be found here.

- Tick to be REMOVED from the rankings and membership check. IMPORTANT TO NOTE if a swimmer hides their details on the rankings and membership checker, this could affect their ability to enter events. 

- You need to now join GASC on the system – **if you don't join Garioch ASC online we cannot see your profile meaning we cannot add your membership**. To add Garioch Amateur Swimming Club click on 'Select Club' on the right hand side and use the list to find us – it will then come to us to approve.



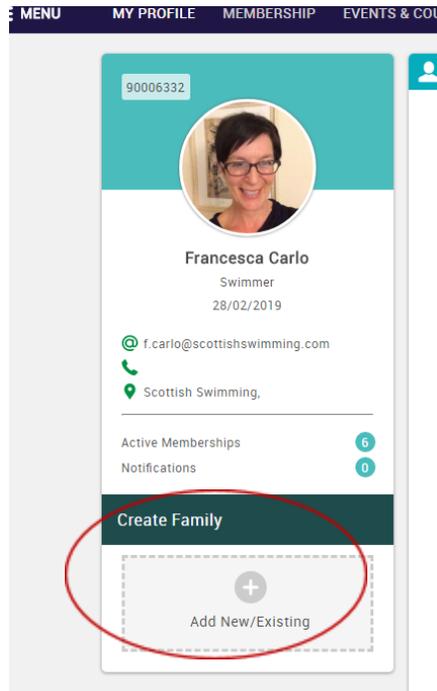
- Your registration is complete and will now go to your club for final verification. Please have a browse round – there is equality information Scottish Swimming ask people to complete to help us with our equality standards (all confidential), and emergency contacts etc.
- Your SASA Membership Fee is paid to the club and the club will in turn pay Scottish Swimming. You will receive an email notifying of your active membership once the club have completed this final step.

If you have any questions please contact [info@scottishswimming.com](mailto:info@scottishswimming.com) or call 01786 466520.

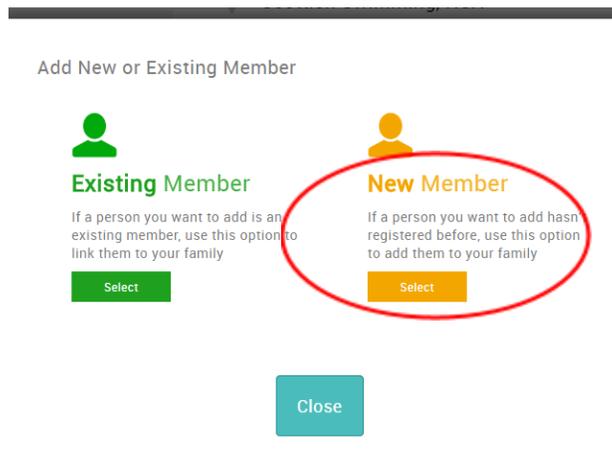
# APPENDIX I - Creating a Family

If you already have a family member registered with Scottish Swimming:

- A. Log into the existing account here <https://www.scottishswimming.com/> (if you are having difficulty logging on please contact [info@scottishswimming.com](mailto:info@scottishswimming.com) or call **01786 466520**).
- B. Once logged on, click on “my profile”
- C. Down at the bottom left you will see an option to add a family member



- D. Select new member



- E. Please add the member's details. In the username and password boxes create a memorable username and password for the new member.

Add New Member

1. New Member Details

First Name

Last Name

Date of Birth

Day  Month  Year

Male  Female

f.carlo@scottishswimming.com

2. New Member Account Details

Username

Password

- F. IMPORTANT NOTE Once submitted YOU MUST ADD GARIOCH ASC to this member – until you do this you will not be visible to the us, meaning we cannot add membership. So click on select club and add us.

TS & COURSES FRANCESCO

MY MEMBERSHIP

PROFILE MEMBER DETAILS MEMBERSHIP CATEGORY

Basic Details  
Review and update your personal details

PWREEWREW WEREWREWR

f.carlo@scottishswimming.com

Female

03/07/1922

Scottish Swimming, NSA  
University of Stirling  
Stirling  
FK9 4LA  
United Kingdom

01786 466520

MY CLUBS

Select Club

Please make sure that the **Membership Check and Rankings System box at the bottom of your child's Membership Page remains unchecked**. This is essential otherwise we are unable to enter your child into any meets.

- G. Your registration is complete. Please have a browse round – there is equality information Scottish Swimming ask people to complete to help us with our equality standards (all confidential), and emergency contacts etc.
- H. GASC will add your membership and you will receive an email notifying you once we have added you as a member.

If you have any questions please contact [info@scottishswimming.com](mailto:info@scottishswimming.com) or call 01786 466520.