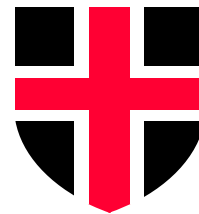


Durham City



AMATEUR SWIMMING AND WATER POLO CLUB

Hardship Policy

1. Aims

Durham City Amateur Swimming and Water Polo Club (the Club) will ensure that talented, competitive swimmers are not prevented from meeting their potential due to financial constraints.

2. Introduction

The Club does not have a hardship fund but is willing to consider cases of financial hardship in relation to the payment of club membership fees, squad fees, event entry fees or other activities and requirements for financial assistance in relation to Club activities.

3. Hardship Committee

The Club committee will set up a sub group of the main Club committee: the Hardship Committee. It will comprise the Chairman, Secretary and Treasurer.

4. Criteria

The Club is prepared to financially assist a member if the member can provide evidence to show they are currently suffering financial hardship and this hardship would prevent them from continuing with the Club activity. For assistance to be provided the member must:

- Have been a member of the Club for longer than 6 months.
- Have volunteered their (or for children under 16 a parent or guardian's) time and commitment in running the Club or assisting with at least 2 club events over the past 6 months.
- Provide evidence they are currently suffering financial hardship, for example:
 - All wage earners of the family are currently unemployed but actively seeking work,

5. Funding Procedure

Applications must be made in writing to the Club Secretary.

The Hardship Committee will endeavour to respond to the applicant within one month of receipt of their application.

The Hardship Committee has the right to ask for a reasonable level of information from the applicant in order to make their decision (see section 4) and it also has an obligation to consider other relevant information which may come into its possession.

The Club will pursue hardship funding from outside sources if available. If no such funding is available then the Club will consider whether the application for hardship can be paid from club funds.

All hardship cases will be discussed by the Hardship Committee, who are authorised to discuss the case with the Head Coach and agree a course of action. At all times the confidentiality of the applicant will be maintained.

All cases dealing with the Hardship Policy will be judged on its own individual merits and the Club will not set precedence over any one action.

The Hardship Committee is empowered to consider funding a number of fees including (but not limited to):

- Club membership fees
- Squad Fees
- Gala Entry Fees
- Equipment Costs

Initial awards will be for a maximum of 3 months.

The member will be responsible for ensuring they meet the appropriate attendance criteria and any other criteria applied to the award throughout the period of the hardship award.

The Hardship Committee's decision may not be appealed for a period of 3 months.

Cases will be reviewed every 3 months and the Club has the right to stop any agreements with members as it deems necessary. Applicants are obliged to notify the Club Secretary of any changes to the circumstances that applied at the point of application, or award, to enable the Hardship Committee to re-appraise the original decision.

The Treasurer will report any monetary impact to the Club committee each time a decision is made and annually within their AGM report. Member details will not be disclosed.

6. Governance

If a hardship award is approved the Head coach will be notified (if not already notified under section 5) of the swimmer involved and the relevant criteria.

The policy will be reviewed on an annual basis.

The policy will not form any part of a contract between the Club and the member.

7. Publication

The hardship policy will be available upon request from the Club Secretary.

The policy will also be available on the Club website.

Policy agreed: May 2013

To be reviewed by: May 2014