

**Welcome to**

# **PERTH CITY SWIM CLUB**

**Scottish Swimming Club of the Year 2017**



**Information for Swimmers, Parents and Volunteers**

[www.perthcityswimclub.com](http://www.perthcityswimclub.com)

## Introduction

We hope that you will enjoy swimming with the Club and that the information here will help you get the most out of your training with Perth City. Please let your parents and family members have a look at this booklet so that they can learn more about the Club, how it works, and the ways they can help you progress in your swimming career. **Parents and carers should also read, sign and return the Parents & Spectators Code of conduct.**

**The very first thing you need to do is make sure your Club and Scottish Swimming membership forms are filled in and returned to our membership secretary with your joining fees. Your medical declaration, if required, should be posted direct to Scottish Swimming. All our swimmers must be registered members of the Scottish Amateur Swimming Association (SASA), which is the National Governing body in Scotland, so that you are insured to join in with training and club activities including competitions when the time comes.**

There is lots more information on the Club website [www.perthcityswimclub.com](http://www.perthcityswimclub.com) and Scottish Swimming website [www.scottishswimming.com](http://www.scottishswimming.com)

Congratulations! You are now a member of our Friday Junior Club. Read on to find out more about this, and other stuff to do with competitive swimming. And remember, if you are not sure about anything, ask your lane coach or come to the club table upstairs at Perth Leisure Pool any Friday during Junior Club Night where someone will be able to help. You will also be able to order any swimming kit you require here, including club swim caps

### Junior Friday Club Swimmers

When you first join the club, you will swim for one hour each Friday night, usually from 6-7pm then moving up to 7-8pm as your swimming progresses. You pay £1 at the door when you come in each week in addition to the monthly squad fee. There are some simple things to remember to help you get the most from your training

- Always arrive at the pool in time to get changed, have your shower, and be ready to swim at least **5 minutes** before the start of your session
- Wear suitable swimwear. Girls should wear a one piece suit, and boys should wear proper trunks, not baggy shorts. Swim caps are required if you have longer hair – check out the special club hats at the Friday Club table upstairs – but tie hair back if you don't have a cap yet
- Bring your goggles with you and make sure they fit properly
- Remember your 50p for the locker
- Listen to your coach and do what they say when you are in the pool. This is the best way to improve your swimming so that you can get onto the next stage faster
- The Club Coaches are in charge only while you are in the training pool. Mums and Dads need to look after you the rest of the time that you are in the building. Be on your best behaviour and remember that Club swimmers are not the only people who are there on Friday nights

After you have been coming along for a while, your coach may advise you to buy some other equipment. Talk to the club merchandising officer or Committee member first at the club table who will help you to make the right choice before you rush off to spend all your pocket money!

### What happens next?

Your coach will tell you when it is time to enter galas or time trials and where to find out the information about these. These are important as you progress as they give our coaches a chance to see whether you are ready to move on to the next level of training. There is also a lot of information on the Club website about this in the section on Training. If you come to all you sessions and work hard in training, you will be able to move up to the next lane on Fridays more quickly, or to 7 o'clock, before progressing into one of our Club Squads.

## What comes after Friday Club Night?

So now you know all about what happens at the Friday club, what comes next?

As your swimming progresses, you may be moved into different lanes for more advanced training, moving to the later 7pm when you are ready. You may be asked to come to extra training on Sunday mornings, before progressing to a place in the Club's Development (D) Squad. By the time you are 11, you should be ready to join one of the club's intermediate training squads as below if you achieve the criteria required for entry

- **Improvers/Junior Development:** Younger swimmers who are assessed by the Head Coach as being ready for additional training. Sessions include club time at the Kilgraston School pool in Bridge of Earn. Start at 2.5 hours per week. Target competitions: Club champs and time trials
- **Development squad:** Younger swimmers who have reached a stage of readiness for further competition outwith club events. Should enter Club Championships plus selected 'Open' events as posted on the PCSC noticeboard (more about galas later to help you know what to enter)
- **Club squad:** Older swimmers 14+ who have not yet achieved times for District or National Squads, or who are volunteers with the club and competitive Masters swimmers (at discretion of head coach and dependant on availability of training space within the club).
- **District Squad** – swimmers 11+ who have attained Midland District Championship qualification times and are training towards National events. You can find out about these on the club website. Expected to enter Club and District events as a minimum, plus all specified Open meets
- **National Squad** – National Development and Senior Squad swimmers. Swimmers who achieve Scottish National Age Group or Scottish Open Championship qualification times, or consideration times at discretion of the Head Coach. National Squad swimmers are expected to enter Club, Open, District, National and British Age Group events where qualification or consideration times have been achieved.
- **Performance Squad** – swimmers who are part of a National or GB Squad or team and competing at International level

Swimmers who show commitment to training and work hard will have the best chance of making progress and achieving squad standards

Squad fees are collected by standing order and are dictated by a combination of shared baseline costs and an additional payment per swimmer based on that individual's total training hours. Friday night is the only session with an additional charge at the door. Please note that entry is not payable at the door for extra training sessions unless specified, nor at Club Championships, including the Friday night session.

### Local and National Squads

- **District Regional Programme** arranged by Scottish Swimming. Younger swimmers (11-13) who have achieved the selection times laid out in the current National Squad Selection policy for Bronze level. Swimmers notified direct by District Team Manager
- **Midland District Squad.** Nominated by Head Coach. Normally partly funded by Midland District with a contribution from swimmers. Training days are held at the National Swimming Academy in Stirling. All swimmers who have achieved the current Midland District criteria for the squad will be invited to attend
- **Scottish Senior, Youth, and Youth Development squads.** Entry requirements as described in Scottish Swimming's National Squad Selection Criteria (see Scottish Swimming's website for more info and current policy). Senior bronze, silver and gold, age 17+ by end of year. Youth Squad 16 and under having achieved Gold level; Youth Development Squad 16 and under have achieved silver criteria
- **Perth and Kinross Performance Squad.** Independent of PCSC and funded by direct swimmer contributions. Qualify by attaining at least one accredited District Merit time. Notified by letter in August/September. Weekly land and pool sessions plus additional long course (50m) training days at the National Swimming Academy at Stirling University. Includes swimmers from Kinross Otters and Blairgowrie Dolphins

Never knew there was so much to it? That is just the beginning. Read on for more information about how all the organisations fit together

## What does it all mean? The mystery of SASA and Midland District.

- **Perth City Swim Club, (PCSC)** is affiliated to the **SASA (Scottish Amateur Swimming Association)** and governed by its rules and regulations. SASA represents all members at a National level in Scotland
- PCSC is part of **SASA Midland District**. The other Districts in Scotland are North, East and West. Midland is the smallest by geography and numbers, and comprises affiliated clubs in Perth and Kinross, Dundee City, and Angus - broadly the Tayside area.
- **Scottish Swimming** is the governing body for swimming in Scotland and is based at Stirling University in Bridge of Allan. This is the company that runs swimming in Scotland on behalf of the SASA. The English equivalent is SwimEngland; Wales has SwimWales. These in turn are all affiliated to **British Swimming**. Check out the Scottish Swimming website at [www.scottishswimming.com](http://www.scottishswimming.com) or British Swimming at [www.britishswimming.org](http://www.britishswimming.org) for more info
- There are 5 geographical areas which make up world swimming. **LEN, the Ligue Europeene de Natation**, governs swimming within Europe and is responsible for the European Aquatics Championships
- The World governing body for swimming is **FINA, the Federation Internationale de Natation**, which oversees the rules at World level and is also responsible for the World Championships.

**Membership Fees.** When you join PCSC you are asked pay an annual registration fee. Part of this goes to Scottish Swimming for membership and insurance; part to Midland District; and part to PCSC. This fee is collected each spring which you renew your membership. If you do not renew this by the time it is due, you will no longer be able to swim or train with the club as SASA insurance stipulates that all swimmers are members. The Club pays the membership fees of coaching staff, volunteers and swimming technical officials. Coaching staff must have a current PVG registration to comply with our Child Protection and Welfare Policies, which are drawn up in accordance with current SASA guidance

SASA does not only govern swimming clubs. The organisation is responsible for water polo, diving, open water, masters, high diving, and synchronised swimming in Scotland. There is a Committee within Midland District for every discipline, except synchro and high diving currently, and each has a Midland representative who sits on the corresponding National Committee.

- The Midland District Swimming Committee meets around 6 times a year. This is chaired by the **Midland District Swimming Convenor**, who attends meetings in Stirling and liaises between the National Swimming Committee and the Midland District Swimming Committee.
- There is a subcommittee within this which takes charge of the Midland District Swimming Championships. This post also reports to the Midland District Committee direct and via the District Swimming Committee
- The needs of officials within the District are looked after by the **District Swimming Technical Official (STO) Convenor**. And yes, you guessed it, the STO Convenor also reports to the Midland District Committee and represents Midland District on the National STO committee
- Affiliated clubs can send up to 3 delegates to the Midland District Committee meetings, which are held in Dundee 4 times a year, and to the Midland District AGM in December. Representatives from Perth City Swim Club attend these meetings regularly as volunteers within the District. This is very important, as decisions taken at these meetings affect what happens to our swimmers and how we run our club.

Phew! Hope you're not too confused by all this. Remember, you can look back at the websites shown above anytime you need to. Now turn the page to find out more about how a swimming competition works

## Who are all these people? The rough guide to swimming meets

What do I need?

- **Pool** (duh)– 25m for most pools, or 50m is best, deep enough for diving at one/both ends
- **Equipment** - Anti-turbulence lane ropes and diving blocks are a good thing. **5m flags** - for backstroke turns (so you know when you are getting near to the end of the pool). In pools like Perth, where the water is at floor level, **Turning Boards** are required
- **Lifeguards** – there to keep you safe when you are in the pool
- **Gala Convenor** – the person who puts together the...
- **Programme** – which events will be swum in the competition
- **Officials** – become a Timekeeper by attending a 2 hour Timekeeper course, then go on to become Judges, Recorders, Starters and Referees.
- **Helpers** – to marshal the swimmers for the start of races, distribute juice to officials, coordinate medals and trophy presentations, hand out programmes, collect admission fees, clear up afterwards.... How long is a piece of string?
- **Lots of bits of paper** and impressive-looking folders with important things in them
- **SWIMMERS!**

Other stuff you might not want to tax your brain with right at this moment, but which is relevant...

- **Licensed Meets** – Licences are issued by Scottish Swimming directly (for District or National meets) or via the District Swimming Committee to ensure competitions meet certain management rules depending on the level. Club events with only our own swimmers do not need a licence unless accreditation\* is applied for (see below\*)
  - Level 3: Club events and interclub where accreditation\* is not sought eg the Tayside Age Group Leagues
  - Level 2: most Open meets (run by a club where entries are invited from other clubs), and District development meets
  - Level 1: District Championships and National Meets
 Put simply, the bigger the number, the fewer management criteria have to be met, although the same health and safety rules apply to all. Meets are usually swum under FINA rules and/or Scottish rules; find out more about FINA and the rules of swimming on the FINA website [www.fina.org](http://www.fina.org)
- **\*Accreditation** – to qualify for National events and some others, plus for Local, District and National training squads, times must have been gained at 'accredited' meets. Licensed competitions at L1 or 2 include an application for accreditation with the application for the licence. Accreditation is granted if strict minimum conditions are met at the meet. Most commonly, the requirement to have specific numbers of qualified officials (Judge, Recorder, Starter and Referee) on poolside causes the biggest headache for the organisers
- **Computers** – Not in Perth, but in other pools you will see **electronic timing** in use. Pads on the end walls of the pool register an automatic time when the swimmer finishes. These times are sent to a computer that then prints out the finish order for the race. This computer may in turn be linked to a Meet Management computer, which can sort out semifinals and finals, monitor records, seed races, send and print out results etc, and is an all round good egg, failing only to make tea when it is all over. PCSC has invested in Hy-tek's Meet Manager programme, which talks directly to the Hy-Tek Team Manager programme we use to maintain our database of swimmers' times. We use this at the Club Championships in September. Anyone who is interested in computers is welcome to observe. Just come over to the computer table and ask.
- **Awards** – Ribbons, medals, trophies, prize money. Organiser's choice

In summary, enthusiasm is really all that is required. There is a group of parents within the club who meet to agree on the program and sort out the **Perth City Club Championships** each year. The Club has many trophies, some of which are very valuable and have been presented to our swimmers for many years. The Championships are held at the beginning of the season in September, and there are events for every swimmer in the Club. All swimmers are expected to compete. Remember to look out for the meet information and get your entries in on time (more on this later)

## Annual Awards Ceremony and Family Ceilidh

The annual Awards Ceremony, when the club trophies will be presented, takes place sometime around the end of the year, usually in January. Everyone can attend, and bring along family and friends. There are games, competitions, and fundraising activities including raffles and prize draws in addition to the dancing. This is a great night out for all the family and tickets are usually available soon after the October school holiday. If you would like to be involved in the arrangements for the Championships or Ceilidh, please ask any member of the committee for further information on how you can help.

## Meet the Officials

Those slightly scary-looking people around the pool at competitions, dressed in white. Here's who to look out for...

- **Referee** – 'The Boss'. In overall charge and responsible for the safe running of the Meet within the rules.
- **Starter** – Gives the order to start each race when instructed to do so by the Referee.
- **Recorders** – keep a note of the race results, records, disqualifications (DQ's), make up the semifinals and finals' starting order from heat results. At some events, operate Meet Management computers
- **AOE operators** – **A**utomatic **O**fficiating **E**quipment Operators. Set up and maintain the electronic timing equipment where in operation, and the timing computer
- **Judges** – a very brief overview.
  - Inspector of turns - observes the turns, (no, really!) to make sure the swimmer complies with the rules
  - Chief Inspector of Turns observes the turns, and observes the Inspectors of Turns to make sure they're doing their bit correctly....
  - Finish Judges – observe the finish order for each race and report this to the Referee
  - Judges of Stroke – walk up and down the poolside observing the race to ensure the rules of swimming are complied with.

All officials report infringements of the rules to the Referee, who is responsible for making decisions on disqualifications and on race results
- **Chief Timekeeper** – looks after all the other Timekeepers and collects the timecards from each lane at the end of every race, if used
- **Timekeepers** – time the race using a stopwatch.

Officials are there to make sure that the event is fair for all swimmers. All final decisions rest with the Referee

As mentioned earlier, without enough officials it would be impossible to run a meet, especially if accreditation is sought. **All officials are volunteers**, who start out by attending a Timekeeper course. Anyone who is 14 or over can become an official, including our swimmers! We are delighted that several of Perth's senior swimmers have chosen to embark down this path in addition to parents/grandparents/siblings

The club is obliged to provide officials at every meet our swimmers attend and it is very important that we have sufficient officials within the club to run our own competitions. The dates for Timekeeper courses will be notified via the PCSC Noticeboard (at the top of the stairs to the changing rooms) and on the club website. Please attend one as soon as the opportunity arises. We encourage our swimmers to do this too, once they reach age 14, and run courses specifically for Young Timekeepers. For more information speak to a committee member or official today, or contact us via the club website.

Not done yet! If it sounds complicated, don't worry. You can see that we need as many people as possible to get involved in order to make things work. Look at the Scottish Swimming Website [www.scottishswimming.com](http://www.scottishswimming.com) and find the pages marked 'Officials' on the menu for more information. Read on for information about the Management Committee. There has to be one otherwise there would be no club. And it's not a boring as you might think once you get started...

## Meet the Committee

“Oh, no! Not another Committee.....!”

As with most things, it is a fact of life that a Committee is required to keep the show on the road. Perth City Swim Club Management Committee is elected annually at the Club AGM in November from the ranks of parents and friends of the club, and comprises 4 Executive Officers plus other members, as agreed in the current Club Constitution. Meetings are held at the pool every 2 months and are painless and to-the-point as we all have other lives to get on with (there is a life away from swimming...who knew?!). Minutes are posted on the PCSC noticeboard and website.

Executive Officers

- Club President: chairs Management Committee meetings and oversees all areas of club governance
- Vice-President: works alongside the President
- Secretary: coordinates all information distribution within the club, pool bookings, management committee meetings, AGM
- Treasurer: deals with all financial matters related to club activities

Membership Secretary – deals with all matters related to your membership of the Club and Scottish/British Swimming

Events Secretary – distributes competition information, collects entries and sends these to organisers, publishes accepted entries and results

Merchandising Co-ordinator – keeps you kitted out in the smartest club kit around, and helps you buy your floats, fins and kit bags

Welfare Officer – deals with all matters related to Welfare and Child Protection within the club, and awareness training for all coaches and volunteers

Volunteer Coordinator – keeps an eye on all volunteers and coaches within the club, coordinates training and awards related to volunteering

Fundraising sub-committee members – organise all Club fundraising activities to make sure your Club stays healthy, wealthy and wise

STO Coordinator – keeps an eye on the training and licensing of our swimming officials, and helps to coordinate our STO teams at competitions

Club Championships sub-committee members – organise our spectacular annual Club Championships

Club Captains are invited to attend the meetings and represent the swimmers’ views. They are elected each year by our swimmers

Committees can only achieve success with ongoing support. New ideas and faces are needed each year. If you want the best for your swimmer(s) then please get involved. It is not a life sentence, you will learn more than you ever knew existed about swimming and how to help your swimmer progress, and you will be able to influence the direction the Club takes in the future. Your backing will help guarantee that your swimmer will get the most out of Perth City, and that the Club will continue to flourish and achieve local and National success in the months and years to come.

Up to date Governance information and Club policies are available on the Club website. Please familiarise yourself with all the information there, which is provided to make sure all our swimmers and club volunteers can be confident that they are members of a safe, well-governed club

To help keep our swimmers safe, we have policies relating to the following areas

- Welfare/Child Protection
- Drop off and Collection of swimmers (for training sessions and competitions)
- Mobile Phone use policy
- Social media guidelines

Please read these carefully and return any that are required to our Club Secretary in a marked envelope via the Club post box on our Notice Board at the top of the stairs in Perth Leisure Pool, or by email to [secretary@perthcityswimclub.com](mailto:secretary@perthcityswimclub.com)

## Coaching Staff

Head Coach – Ann Dickson

Perth and Kinross Performance Squad – Anne Hewitt

UKCC Level 2 Coach- Cat Hunter, Ashleigh Jolly, Moraig Macdonald, Richard Norris, Chris Warwick

ASA Level 2 Teacher- Susan Coe, Aran Chatham

UKCC Level 1 Coach- Dougie Brown, Aran Chatham, Gordon Currie, Jacqui Dallas, Laura Ferguson, Ashleigh Jolly, Lauren McLaren, Lesley McLay, Natalie Martin, Jules Morrison, Andrew Pitts, Kirsty Pitts, Zoe Robertson, Carole Rough, Morven Rough

UKCC Level 1 Teacher- Eilidh Davidson, Mairi MacIntosh

Perth and Kinross Land Training Coach – Richard Norris

**Ann Dickson** Our Head Coach left her job as Principal Teacher of PE at Perth High School in 2013 to concentrate on coaching swimming fulltime. She has had a long and highly successful career in swimming, both as a competitor and coach. She leads a 2 hour pool session in Perth every Saturday, Sunday and Monday for the club; 3 hours on Friday; a 2 hour session on Wednesday morning; and 1.5 hours on Wednesday evening at Kinross. Ann also coaches our development swimmers at Kilgraston School on Thursdays. In addition, Ann is involved in Area, Regional and Scottish National Squad coaching sessions. She also attends additional sessions and training camps with our Senior National Squad and British World Class Programme swimmers. Where possible, Ann attends all meets where club swimmers are competing, on a voluntary basis, including all Midland District and Scottish and British National events. This includes the Tayside, Midland and National Schools' events. Ann has been involved in the Scottish Schools Swimming Association for many years, and was instrumental in the inception of the Tayside Composite Swim Team, which had great success at National level. In 2014, Ann attended the Glasgow Commonwealth Games as a member of the Team Scotland Aquatics coaching team. She was Perth and Kinross Coach of the Year 2013, and Coach of the Year Sport Tayside and Fife in 2014. She is a Life member of SASA Midland District

Anyone who is interested in finding out more about coaching should speak to our Volunteer Coordinator (get in touch through our website under contacts), any of the coaches named above, or our Club Secretary. If you are 14 or older you can try out a session on poolside to see how it works then become a poolside helper before going on to take qualifications. UKCC Coaching Courses are available for those interested in taking things further to become qualified Teachers or Coaches. Why not give it a go? It beats another hour spent sitting upstairs in the café twiddling your thumbs any day

## Tayside Age Group Leagues

In recent years Perth City has enjoyed great success in the Tayside Age Group Leagues, which are run via a subcommittee of the Midland District. League meets are not accredited, allowing less experienced swimmers a less formal level of competition as open competitions can be quite daunting at an early stage in swimmer development. The club maintains a team within the leagues to help with swimmer and coach development, and to allow for the training of technical officials. The team does not include the club's National and Performance Squad swimmers. If you are not selected for the team in the early stages, don't worry, your turn will come. Remember, it is not competition that makes you faster and a better swimmer, it is training.

At Leagues, a team of around 16 boys and 16 girls will compete with teams from other clubs within Midland District over the 2 hour session. Team members will be selected by the end of January. Over the course of the year, the team will travel by bus to meets hosted by each of the other teams within the division, and Perth will also host one Home gala. Each team member is asked to contribute £5 for each gala to help with the running costs of the Leagues. All club officials are required to attend the home competition. A minimum of 2 timekeepers and one judge or above must be provided by each club for every competition over the year. All participating officials will be permitted to travel on the team bus to and from the event at no cost

The team will usually be under the care of at least one lead coach, one or two assistant coaches, and a Team Manager

[www.perthcityswimclub.com](http://www.perthcityswimclub.com)

updated June 2017

## **What should I enter? - A little more about galas**

- When you are new to the Club, you should enter the **Perth City Club Championships**, club time trials, and ask your lane coach for advice about any Mini (for younger swimmers, eg the Santa's Elves Meet in December) or Graded (times must be slower than those shown on meet info to qualify) Meets you see on the board.
- Development Squad swimmers should also look out for **Dundee City Aquatic's Minimeet** in March and **Stars of the Future** (a little more competitive) in June. Some Friday night swimmers may also be ready to try these; please ask for advice
- Once you are 11, you should enter the **Midland District Sprints (September) and Graded Meet (usually November)**, plus the **District Championships February/March if you have achieved consideration times**. The **District also holds a Development Meet and Time Trial in May**, with races of 200m+, and time trial events of 50 and 100m. Your lane coach can give advice about what you should enter. There are no consideration (you must be faster than 'consideration times' to enter certain competitions) times for the May meet for the 200m+ events, and all swimmers should enter this when they are old enough. There may be additional time trial events included, for which you must be faster than the times specified in the programme. These are allow more experienced swimmers a chance to qualify for National meets in the summer.
- District and National squad swimmers should also enter any specified **Open** (those run by other clubs), meets that the club attends and **National** events for which they have consideration or qualifying times, including the Scottish National Age Group, Scottish Open, and Scottish Short Course Championships.
- School galas – Perth and Kinross Council run a meet for local schools. Swimmers are entered into this by their school. You may see PCSC officials participating at these events. Contact your school for more information to make sure they know you are a club swimmer and get your entries in on time
- The **Tayside Schools** competitions are run in conjunction with SASA Midland District. Again, your school will enter you for this gala. Make sure you ask someone in the school about it in case you miss the chance to enter. There are events for those still in primary school, and for those at secondary school too. This competition is the qualifying round for the Scottish Schools finals in January. If you haven't swum in the qualifying competition, you will miss out the chance to compete at the Scottish Finals. The **Nancy Riach Memorial (Midland Schools Championships)** competition in September is run by Midland District and all local schools can enter swimmers age 15 and under into this historic event.
- **FINDING OUT WHAT COMPETITIONS TO ENTER**
  - All competition entry information is published on the club notice board at Perth Leisure Pool and on the Club website
  - Guidance will be written on the meet information about who should enter the competition (there are lots of different levels of competition; ask your lane coach for guidance on what you should enter)
  - Entries are collected by an online system (see more information on this below). Please remember that sending in an entry does not guarantee you will be accepted to swim. Clubs receive hundreds of entries for each competition and sessions can only be up to 3 hours long max. Don't give up if you're not accepted the first few times. As you progress in training and get faster, your time will come ☺
  - Accepted entry lists will be published on the notice board and website after the organiser's closing date. Look out for these to check if you are in. Keep a note of what you entered, where the competition is being held and when. Remember, organisers may change the competition times after all entries are received. Look out for info updates regularly on the notice board and website before the meet

### **Finding out more – it's not a complicated as you might think**

- Ask someone. Those people sitting next to you during club night or training sessions may well have been around for long enough to know the answer to your burning question. They are parents/grannies/big brothers or sisters just like you and are happy to talk.
- Ask at the Club table on Friday nights (that seemed a bit too easy...)
- Contact a member of the committee direct. Favoured methods are pouncing on them in Tesco on a Sunday or Saturday morning, chasing them up and down the stairs from the changing rooms, stalking them when they arrive for a meeting, or waylaying them in the car park. More reliable methods might include the contacts page on the club website, or the FAQ's which can also be found there. **Don't forget to check out the policies page to view our constitution and club policies**
- If you think you need to speak to the Head Coach direct, why not try some of the above first? There are over 130 swimmers in the club and pool time is limited (yes, 10½ hours a week isn't actually a lot in swimming terms). Everything that takes Ann away from coaching reduces further the amount of time she can spend with the swimmers. 9 out of 10 times, someone will have asked the question before and is just waiting to pass the info on to you. If no-one else can help, ask for a suitable time and let her know in advance what your query is about so that any additional information required can be made available
- **Please check the Club notice board at Perth Leisure Pool and website regularly as most information is given out here rather than by letter.** This keeps club costs to a minimum, and saves valuable volunteer time. You can also check the club Facebook page (Perth City Swim Club), Instagram (perth\_city\_swim) and Twitter feeds (@perthcityswim) for news and more information.

[www.swimscotland.co.uk](http://www.swimscotland.co.uk) , provides meet information and a results service for most competitions within Scotland

We hope you and your family find something useful among all this information to justify the apparent loss of so many trees. If you are given a printed version, be assured it was done on recycled paper

**\*\*\*\*\*Last But Not Least\*\*\*\*\***

**COMPETITION ENTRIES** – more stuff to answer all your questions. Always ask your lane coach for advice if you're not sure!

- **Meet information** is posted on the board and website. Please check this carefully and be sure to submit your competition entries in accordance with the information therein. This is usually by an online entry form. Strictly, this must be received, with fees where specified, **BEFORE THE CLOSING DATE**. Do not ask to enter meets after this date as this might make the Entries Secretary cross. This includes by phone/text or email.
- **Do not** enter events for which your times are too slow, nor too fast at **graded meets** (competitions where you have to be slower than the times specified to enter; these galas give less experienced swimmers more opportunities to compete).
- **Make a note** of what you have entered on your calendar at home, and the warm-up and start times, although these may be adjusted by the entries coordinator once a draft programme has been produced. Be sure to check the notice board and website for updates
- If you are unsure what to enter, ask for advice from your lane coach/Friday night table **well in advance**. Do not wait until the last minute.
- Successful (**'accepted'**) **entries** will be notified via the board after the Entries Secretary receives the **confirmed** programme for the event. At this time, entry fees due are payable immediately Put your cheque payable to PCSC into the letterbox on the Club notice board at the pool. This can also be done at the Friday Club table, but please put the cheque or cash into an envelope with the swimmer's name, amount and the name of the competition on the front.
- **Entry forms** (like the one below) which are in an envelope on the noticeboard can be used for Club Champs, but please use the online entry system for all other events, as per the meet information provided by the Events Secretary
- If you are not sure about anything, just ask

[www.perthcityswimclub.com](http://www.perthcityswimclub.com)

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Here is a sample of a competition entry form for the Club Championships

**Swimmer Name:** \_\_\_\_\_ **DOB:** \_\_\_\_\_ **SASA Number:** \_\_\_\_\_

**Competition:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Session	Event no.	Age group	Distance	Stroke	Entry Time (leave blank)	Conv (leave blank)

**Money enclosed: £** \_\_\_\_\_ **(Please use separate forms and separate cheques for each meet)**

**I will help at the following sessions**.....

**Name**.....**Tel**.....

For return to Friday Club table or entries secretary (Ask anyone who looks as if they might know something about something.)

Always read the information about the gala on the board or website carefully before you enter to make sure your entries get to the right person in time and that you know where to go and what to do if you are accepted. Many competitions get too many entries, so some people don't get in. If this happens to you, don't worry. Keep trying and work hard at your training and it will pay off in the end.

Please make sure you know how much to pay for the competition and when it will be due. If you owe money to the club, you won't be able to enter any more competitions until this is paid

Example of an online competition entry form. There will be a specific form for each competition

1) This is a Short Course (25m) gala. 2) This is an Open meet, however, Juniors are defined as under 17 yrs at 31st December 2015. Only Junior swimmers may enter these Championships with times slower than the Open consideration times. Entries made by Juniors will be combined with entries from Open swimmers at the time of entry, thereafter there will be no differentiation between Open swimmers and Junior swimmers. 3) Please check the meet information carefully, for the Junior and Open consideration times. 4) Cost of Entries - £6.00 per event.

**Swimmer Name \***

First Name Last Name

**Birth Date \***

Day Month Year

**Events Sessions 1 - Fri 13th November**

101 - Womens - 50m Backstroke

102 - Mens - 50m Butterfly

103 - Womens - 50m Butterfly

104 - Mens - 50m Backstroke

105 - Womens - 800m Freestyle

106 - Mens - 1500m Freestyle

**Events Sessions 2,3 & 4 - Sat 14th November**

201 - Womens - 200m Individual Medley

202 - Mens - 200m Freestyle

203 - Womens - 200m Breaststroke

204 - Mens - 100m Butterfly

205 - Womens - 400m Freestyle

206 - Mens - 400m Individual Medley

207 - Womens - 50m Breaststroke

208 - Mens - 50m Freestyle

209 - Womens - 100m Backstroke

210 - Mens - 200m Backstroke

211 - Womens - 200m Butterfly

212 - Mens - 100m Breaststroke

You will be able to type the information directly in to the form, which is then submitted online directly to the Events Secretary. He or she will then send your entries on to the competition organisers. Remember, your entries may not be accepted if there are too many received by the organisers, and you may not get all or any of your swims in the beginning. Don't be put off by this. Keep looking out for competition information and enter any that apply to you. As you get stronger and faster, you are more likely to get the chance to compete. Pay your entry fees as above as soon as the accepted entries list is published on the notice board or website

**VOLUNTEER ENQUIRIES** I would like to find out more about .....(or see below).  
 (you can find more information about volunteering by downloading our volunteer pack from the club website)

Name .....Guardian/parent/relative of.....

Telephone.....Best time to call.....

- (Circle all that apply)
- |                      |                               |                             |   |
|----------------------|-------------------------------|-----------------------------|---|
| Fundraising          | Video camera operation        | Using computers in the club | Coaching  |
| Club Committee       | Social events                 | Club Ceilidh                | Volunteer opportunities within Midland District |
| Becoming an official | Helping at Club Championships | Sponsorship                 | Young volunteer opportunities                   |

Feedback form – we like to know what you think (you don't need to fill in everything, just the bits you want to)

Swimmers age(s)	New to club Y/N
What did you think about the tryout to join the club?	
Did you get enough information to help you?	
Where did you hear about the tryout eg Perthshire Advertiser, Facebook, Twitter, Club website, word of mouth, Learn to Swim Programme, etc	
What do you hope to get out of your time with the club?	

Your questions will be answered through the FAQ pages on the club website, or you can approach any member of the Committee or the Friday night table if there is anything you need to know. Don't be shy! That is why we are here

Please use the space here to ask or tell us about anything else you think it is important for us to know. You can hand this form to the Club Table on Friday night during Junior Club Night, or to any member of the coaching staff and committee marked for the **Club Secretary**, who will pass it on to the appropriate person. Alternatively, post it in the club postbox on the notice board. If you want a member of the committee to get back in touch with you, please provide your name and contact details, preferably an email address. If you want to remain anonymous, that is also fine, we just want to hear your views

Thanks for reading through this information, which we hope will give you an insight into what we do as a club and how to get the most out of your time with Perth City. Best of luck in your swimming career ☺