



Longford Swimming Club

Registration Pack for Swimmers and Families 2017 -18

**Please read all information and fill in
the forms**



Pat Ginty
Joint Chair 086 030 5975

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It's with great pleasure that we welcome everyone to the start of a new season. We hope that you have a very enjoyable and successful year and the club continues to go from strength to strength. We're a small club in a small county – to date our achievements have been outstanding and our future potential is huge because we have such a great group of swimmers at every level. Our swim sessions continue to provide excellent training by qualified and experienced coaches, all in all, it is great value for money.

This pack is to help you to understand more about the club and how it runs. We are also making it available on the website so that you have time to go through it.

There are a number of forms that have to be **signed** by all swimmers and families before you can become a member of Longford Swimming Club and Swim Ireland. Please take the time to read all of the forms as they are part of the rules of the club and you may possibly be disciplined if you do not keep them.

The club must register all Swimmers as members of Swim Ireland (SI).

This year we are asking for families to give two contact numbers for each swimmer due to difficulties when trying to get hold of people. We would also like to emphasise that by becoming a member of the club **each family is also agreeing to participate in the pool side rota**. It should be noted that to manage costs, the club will text / WhatsApp message one of these numbers on a regular basis, so please identify which is the first number to be used. However where it is necessary for the family to have two numbers contact please indicate this – though this should only be used if it is really needed.

Information about what is happening will continue to be posted on the website, our Facebook page as well as on the notice board. We would ask you to follow is on Twitter at @longfordSC as this will notify you of new information and get instant updates about everything that is happening. (You can connect your mobile to @longfordSC and get texts of new tweets).

We hope that you get involved and have a great year.

The Committee
September 2017

FORMS: Please read all forms before signing

| | |
|----------------|--|
| All Swimmers | <ol style="list-style-type: none"> 1. The Code of Conduct for Young People – read the rules that make sure we have a fair and safe club. 2. The Code of Conduct Annual Declaration – sign this where it says “Young People,” to show that you will keep the code 3. Permission for Photos - this allows a photo or video to be used of you when you are training, in competitions, at social events or anything else to do with the club. Tell your Parent or Guardian if you would like them to allow this. You do not have to sign this but we cannot use photos of you on the website or in newspapers unless your parent/Guardian gives us permission to do so. 4. Longford Swimming Club Membership & Contact information – We now need to have your full postal address, email address and mobile number. |
| NEW SI MEMBERS | <p>Swim Ireland Membership Form – sign all parts</p> |
| FAMILIES | <ol style="list-style-type: none"> 1. Code of Conduct For Parents/ Guardians – read the rules 2. Code of Conduct Annual Declaration – sign where it says “Parents/Guardians” 3. Permission for Taking Photographs/Video –Sign if you agree to images of your child being used. If you do not wish to sign this please let your child know so that they do not present themselves to be photographed/videoed. 4. Consent for Emergency Medical Treatment – please provide details and sign. 5. Longford Swimming Club Membership & Contact Information – provide details, including two contact numbers and Sign. <p>Plus</p> <ol style="list-style-type: none"> 6. Swim Ireland Membership form – <p>By signing Longford Swimming Club Membership & Contact Information you give Longford SC permission to enter your details onto the Swim Ireland online database. Swim Ireland Head Office will treat this information in accordance with the Data Protection Acts, 1988 and 2003.</p> |

Swim Groups

There are four swim groups in the club and each has a co-ordinator. The co-ordinator's role is to act as the contact person for within the group and links in with the committee.

- Seals – TBA
- Minnows – TBA
- Dolphins – Nessa Clarke 086 601 2472
- Sharks/ Social Swimmers - Pauline Leonard 086 806 6626

(Social Swimmers are senior swimmers who are not involved in competitions).

As swimmers make progress they move up a group and sometimes it can be difficult to understand why one person has advanced, while another has not, especially when they are friends, or members of the same family. Longford Swimming Club is nationally recognised as providing an excellent grounding in basic swimming techniques. Obviously, the amount of time this takes can vary from child to child. However, getting it right at this stage makes sure that your child becomes a better swimmer later on. If you would like to know more about your child's progress, please talk to your coach at an appropriate time.

Note Parents should ensure that children "in a fit state for swimming" and if they are unwell that they "must remain on deck until collected and not leave the swimming pool building".

Training Times

These are on the website and on the Club notice board by the main pool door.

| 2016/2017 Timetable | | | | | | | |
|---|---------------|---------------|---------------|---------------|--------------------------------|----------------|-----------------|
| | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| Sharks | 6.00 – 7.30am | 6.00 – 7.30am | 6.00 – 7.30am | 6.00 – 7.30am | 6.00 – 7.30am 5.00 – 6.00pm | 7.00 – 9.00am | |
| Dolphins | 4.00 – 6.00pm | | 5.15 – 6.30pm | | *6.00 – 7.30am | 9.00 – 10.00am | 8.00 – 10.00am |
| Minnows (Max 4 sessions) | | 5.15 – 6.30pm | | 5.15 – 6.30pm | 4.00 – 5.00pm | ** | 5.00 – 6.00pm |
| Seals | | | | | | 5.00 – 6.00pm | 10.00 – 11.00am |
| * Dolphin swimmers are invited to attend Friday morning Shark sessions when nearing 'A' times ** Minnows may opt to choose the Saturday morning Dolphin session as one of their 4 sessions per week if agreed with coach | | | | | | | |

Please note that the Seal Saturday 5-6pm session involves swimming the width of the pool so that basic technique can be improved.

Deck Duty

Each session has to have a parent at the side of the pool or “on deck”. This is a Swim Ireland rule for the protection of both swimmers and coaches. The roster of names is on the website and the notice board. A session cannot go ahead if a parent (or other adult) is not there. **When your child joins the club you are agreeing to do deck duty.**

On deck duty you must

- Arrive 10 minutes before the session starts
- Get the Swim Club box from reception
- Mark each child’s attendance in the register
- Sit at the pool side until the session has ended and watch what is happening
- Be aware if a child leaves the pool and check that they return in a reasonable time
- Record any accidents or incidents on the forms in the box and let a member of centre staff know what has taken place.
- Record the number of children in the session and initial the register along with the coach.

When children leave the pool, deck duty is over. It is parents’ responsibility to make sure that they collect their children on time.

If you cannot attend you must make sure that another adult else takes your place. Contact details of other parents are in the swim box – it’s a case of ringing around and finding out who is can stand in for you. In a dire emergency please contact your group co-ordinator.

Please note also that when compiling the Deck Duty Schedule, Co-ordinators try as far as possible to accommodate the needs of parents – however to deliver fairness some flexibility is expected on parents behalf to take times that aren’t perfect and may need the parent to work around the schedule. Specifically, due to the number of working parents, this mostly arises in midweek sessions.

Fees

Seals: €165 per term (€330 a year)

Minnows: €210 per term (€420 a year)

Dolphins: €240 per term (€480a year) + €25 gala entry

Sharks: €320 per term (€640 a year) + €50 gala entry

Social Swimmers: €165 per term (€330 a year)

Fees are paid twice a year - in September and January

Families with more than one swimmer pay the full fees for the first child, but all other children will get a €5 reduction. Please ask for this discount when you pay as the person taking the money may not be aware of how many club members you have.

Payment can only be made to the Treasurer or a designated committee member so you can get a receipt. **Parents on deck duty cannot accept fees.** If you have any difficulty paying the fees on time, please talk with the Treasurer – Maura Meadows 086 173 3626.



Galas - Seals/Minnows Fun Gala

Both groups are encouraged to come to fun galas, held twice a year, to get a taste of what an event is like. Seals and Minnows do not start competitive swimming until they are in Dolphins.

Galas – Dolphin/Shark Attendance and Entry Fees

Entering official Swim Ireland competitions can be a pricey but we want to encourage our swimmers to participate at every level. For this reason, both groups are asked to pay a contribution to gala entry fees.

Dolphins - €25.00 for 5 galas Sharks - €50 for 10 galas.

These costs are the same as last year. [*] If more galas are entered, parents will be asked to make a further contribution.

The charge to the club is usually €7 for each swim and most members take part in two or three events. This costs the club €14-€21 per swimmer for each gala that you enter but you only contribute €5 towards this. As we said, we want to encourage you to be involved in competitive swimming.

However, if you enter a competition and then do not turn up on the day, the club is still charged the full cost for each race. **The parents of Dolphins and Sharks will be expected to refund the club the cost of each entry. The swimmer will not be allowed to enter another gala until this is paid.** Be aware that most other swimming clubs ask their members to cover the whole cost of each gala!

Maintaining a good relationship with Longford Leisure Centre Management

Longford Leisure Centre and our club work together on the common goal of offering an excellent service. One of the areas where we have been asked to improve on this year is to ensure that swimmers should not leave clothing and bags in cubicles at the pool as it affects members' use of the facilities. Please ensure children use lockers and group changing rooms.



Communication

Information about the club is on the club website www.longfordswimmingclub.com. This has lots of information about deck duty, training times, club gear, galas and news about what is happening in the club. It is updated regularly. The notice board by the front entrance at the pool also displays information. Texts and WhatsApp messages are sent out to parents regularly. If you were in the club last year and did not receive any text messages please talk to your group co-ordinator to check that your phone number is on the list. Or better still sign up for twitter and be instantly up dated.

Committee

The swimming club is run by a voluntary committee of parents – committee member details can be seen on the website and notice board. Some people have been involved for ages, some for a shorter length of time and others are squeaky new. We'd love for more people to get involved – more heads working together helps to create more ideas and spread the load. Our next AGM will probably be in May/June 2018 but talk to a committee member or your group co-ordinator if you'd like to give a hand before then.

Children's Club Officers

We would like to introduce you to Noel Humpston 086 2711382 and Jo McCormack 086 0569875 who are the Children's Club Officers. Their job is to look after your interest in the club. If you have any concerns or worries, you, or your parents, can talk to your coach, group co-ordinator or Noel or Jo.

Complaints Policy

Longford Swimming Club Committee welcome suggestions for improvement at any time. These suggestions can be given to any committee member. However, if anybody wishes to make an official complaint, then they should put it on email to secretarylongfordswimmingclub@gmail.com who will process it as necessary according to the [Swim Ireland Complaints & Disciplinary Procedure](#).

Club Kit

Club swim caps, t-shirts, hoodies and bags are available for all age groups – details are on the website. The Committee Member responsible for Club Gear in the 2017/18 calendar year is Caroline Faherty – 087 7931896. There will usually be 2-3 club gear designated sales days during the year where swimmers can try sizes, place orders and make payment. Merchandise must be fully paid before the order is processed. All Groups will be advised through their Group Co-ordinator as to the date of the next Club Gear sale day.

Enjoy the swimming season.
