

Appendix F – Policies – COB Network of Participating Swimming Clubs

This appendix can be amended by the COB Committee unless there is specific reference within the Club Constitution.

The Swimming Network Group

The COB Swimming Head Coach will lead this group. A member of the swimming management group will support with administration. Up to two members of each Participating Network Club will attend to represent their clubs. It is suggested that this be a committee member and their head coach. Meetings will take place no less than three times a year to help facilitate access to COB's squads and for Participating Network Clubs and COB to work collaboratively. The standard items for the agenda will be:

- ❖ Updates from Swim England representative (as applicable).
- ❖ Updates from each Participating Network Club.
- ❖ Update from COB Head Coach
- ❖ Specific discussions about access to COB groups – for identified swimmers.
- ❖ CPD / updates / best practice – lead by COB Head Coach or a home club coach or a club committee member (e.g. if non swimming related)
- ❖ Any AOB submitted in advance – e.g. review of policy MOUs etc.

The current list of Participating Network Swimming Clubs:

- ❖ Backwell Swimming Club
- ❖ Bath Dolphin Swimming Club
- ❖ Bristol Penguin Olympic Swimming Club
- ❖ City of Bristol Swimming Club
- ❖ Clevedon Swimming Club
- ❖ Keynsham Swimming Club

Memorandum of Understanding (MOU)

The relationship between COB and each Participating Network Swimming Club will be defined by a Memorandum of Understanding (MOU) for which COB and each Participating Network Club will agree to as part of becoming a network club. The MOU includes the items in this Appendix. MOUs will be reviewed before the beginning of each swimming season – and updated as needed. There will be a standard MOU for all Participating Network Clubs which follows this Appendix. In addition, each club may have individual network requirements to support athletes to access the COB pathway and increased levels of training and therefore some MOUs may need to differ. For example, the point of access for athletes may vary depending on the training programme that can be provided at each Participating Network Club. Where the standard MOU is adapted for this purpose, consideration must be given to all Participating Network Clubs to ensure reasonable steps are taken to ensure an equality of opportunity for all athletes across the network.

COB will work with each participating club and each participating club is expected to recommend suitably qualified swimmers, take part in COB open meets and generally play

an active role in the network. Should a Participating Network Swimming Club not play an active role then the club's status of being part of the COB swimming network will be reviewed.

Finance

There needs to be due consideration around the overall cost of training fees for athletes who are attending and paying fees at both COB and their home club. Each Participating Network Club should work together with COB to consider the athletes overall training fees and to ensure they neither provide a significantly discounted option nor make the overall training fee significantly more expensive.

Athlete Membership

All swimmers joining COB from a Participating Network Swimming Club shall firstly be members of that Participating Network Swimming Club (their home club). Any swimmer from a Participating Network Swimming Club, who wishes to join COB, must be recommended by their home club Head Coach to the COB Head Swimming Coach before a trial (as determined by the COB Head Swimming Coach) is arranged. Following a trial at COB, the COB Head Coach will liaise with the home club Head Coach about next steps and the athlete and parents will be informed.

The COB Head Coach and Head Coach from each Participating Network will work collaboratively to identify swimmers who have reached the minimum criteria as identified in each club's MOU and discuss swimmer suitability. Following this, the Head Coach from the Participating Network Club will facilitate the initial communication for the selected swimmers to put them forwards to attend a try-out in an appropriate COB squad.

A Club wishing to join the COB Network of Participating Swimming Clubs must apply to the Chairperson of the Swimming Discipline Management Group who will then take this to the COB Committee for consideration and approval.

Should a swimmer from a Participating Network Club no longer wish to swim at COB or no longer reach the criteria to do so (e.g. with the COB squad they swim in), COB and the Participating Network Club will work together to support that athlete to continue swimming by way of a smooth transition by returning to do so at their home club, or to a more suitable squad at COB. Should the athlete decide they would like to stay at COB (e.g. in a different squad) or join another Participating Network Club then the processes around the transfer of swimmers must be followed (see page 3).

Swimmers from Participating Network Swimming Clubs

- ❖ Swimmers will become members of City of Bristol Swimming Club. Their fee paying and ranked club will be the network club (their home club).
- ❖ Swimmers will remain members of their home club for the duration of their COB membership unless members decide themselves to leave their home club.

Swimmers wishing to join from non- participating network swimming clubs

- ❖ Their Club will be invited to join the COB Network of Participating Swimming Clubs – should this be geographically suitable.

- ❖ If the club decide to join, the swimmer will join in line with the network arrangements described in this Appendix. Otherwise, swimmers will join with the expectation that COB will become the swimmer's fee paying and ranked club and be available to participate fully for COB.

Representation

Swimmers from Participating Network Clubs will represent COB when most of their training is with COB. It will be as follows: -

COB

- ❖ National Championships – individual and relay teams
- ❖ Regional Championships – individual and relay teams
- ❖ Open Meets on the programme for the specific COB squad for which they attend training.

Home Club

- ❖ Regional Leagues – e.g. National Arena League and Southern Junior League
- ❖ County Championships
- ❖ Local events – E.g. trophy / memorial galas, local leagues, and other open meets. Note – selection/ participation in these events will be decided in advance by the COB Head Coach and in collaboration with the home club coach, taking in account the wishes of the athlete and the training schedule of the athlete in preparation for their main target meet(s).

Should an athlete themselves express a desire to swim for COB in those designated for home club representation, they should communicate this to the COB Head Coach and/or their home club coach and agree an outcome. This scenario is perhaps likely should an athlete train fully and compete fully for a considerable time and their bond and friendships with their home club lessen. COB will not ask swimmers to participate in events designated as home club events or promote this outcome. Similarly, the home club will not ask swimmers to participate in events designated as COB club events or promote this outcome.

Transfer of athletes between Participating Network Clubs

Policy to apply to All Participating Network Clubs (keep in view COB is a Network Club).

There needs to be a general acknowledgement that with clubs in geographical proximity, parents and athletes may opt to transfer clubs.

The representative (e.g. Head Coach or Membership Secretary) of a Participating Network Club who is approached by a parent / athlete about attending a try out session with the view to join the club will explain the network agreement and encourage them to speak to their home club to see if there is anything they can do to resolve any issues at their home club. The representative who was approached will ask at this stage whether they can contact the swimmer's current club to inform them that contact has been made. If the parent / athlete doesn't want to do this, then the wish for confidentiality needs to be maintained.

A trial can then be offered and once complete, the parent / athlete will inform the new club of their decision and the new club will contact the athlete's current club.

All swimmer transfers will be reported at swimming network meeting – to show visibility and for the identification of any trends and / or feedback.

From any Participating Networks Clubs, should there be transgression of the MOUs, active recruitment of swimmers and non-compliance with this Appendix, this will be addressed by the COB Committee – and as necessary – with Swim England support.

This appendix is written specifically for the swimming section. Should Artistic Swimming and / or Water Polo develop a working relationship with another club or network of clubs then an additional appendix will be added to cover the network arrangements.