

# ***Arena Swim Club Inc.***

## ***Effective from 2nd September 2021 to 30 September 2022***

By registering your child (under 18 years of age) you are then required to register as a Parent/Guardian with Swimming WA. At the completion of this registration process, the nominated Parent/Guardian will automatically become an "ordinary" Member of Arena Swim Club as per the constitution and a Member of Swimming WA. For any swimmers, 18 years and over a Parent/Guardian membership is not required and the swimmer will be classified as an "ordinary" Member of Arena Swim Club as per the constitution and a Member of Swimming WA.

### **Medical & Allergy**

**Mild**                Non life threatening reaction/condition, not requiring medication.

**Moderate**        Non life threatening reaction/condition requiring medication.

**Severe**            Life threatening reaction/condition requiring medication.

Your full disclosure is appreciated during the online registration process.

An additional medical form may be required to be completed at the discretion of Arena Swim Club Inc.

### **Medical Emergency**

I give permission for Arena Swim Club Inc., its owners, and operators to seek medical treatment for the participant in the event they are not able to contact a parent or guardian in a timely manner to obtain such permission.

Further, the participant and/or parent/guardian agree to pay all costs associated with medical care and transportation for the participant.

I hereby declare any physical/mental issues or concerns, restrictions, or conditions and/or declare the participant to be in good physical and mental health.

I've read the above and agree.

### **Cancellations**

If for any reason you need to cancel your direct debit/credit card training payments due to illness, relocation or otherwise you must apply to cancel your swim squad training fee deduction using a Cancellation Form.

If for any reason you cease swimming or transfer to another club refunds will not be provided for Arena Swim Club Annual Membership Fees.

All payments that are in arrears must be cleared prior to cancellation.

All cancellations must be received before the **15th of the month for the cancellation** of the following month's training fees.

The cancellation form must be signed.

This form can be downloaded from the Arena Swim Club Inc. website [www.arenaswimclub.com.au](http://www.arenaswimclub.com.au).

I've read the above and agree.

## **Squad Fee's**

Squad Fees will be collected one month in advance, on the 25th of each month. These fees are collected by direct debit. Each new member will be expected to sign a direct debit form. This direct debit form will remain in place until the cancellation form has been received and will be valid for any adjustments for monthly squad fees due to the squad movement. A payment handling fee of \$5 will be charged for late/bounced fees.

Arena Swim Club Inc. is required to provide the highest quality coaching program at targeted competitions and may cancel team training sessions to fulfill this requirement.

These days will not be considered as days absent from training and no reductions or credit will be issued for these periods.

Training times for all teams on public holidays, Christmas, and New Year's Eve will be at the discretion of the coaching staff in consultation with Arena Swim Club Inc. It is Club policy to close over the Christmas and New Year Eve period unless otherwise decided by the Head Coach. No Fee adjustments will be made for this period.

April closure/break will be at the discretion of the Head Coach, this has been factored into all squad fees. No Fee adjustments will be made for this period.

These days will not be considered as days absent from training and no reductions or credit will be issued for these periods.

When the pool is closed due to unforeseen circumstances no fee adjustments will be made. (COVID related shutdowns/lockdowns)

Sickness/injury/holidays squad fees will be as normal, this is securing your spot in your squad or training day. No fee adjustments will be made for this period.

I've read the above and agree.

## Privacy

Your privacy is important to us and Arena Swim Club Inc. will make every effort to ensure that the information you submit to us remains private.

Personal information collected by Arena Swim Club Inc. is for the primary purposes of membership requirements, competition purposes, and swimming development.

It will not be released for any form of commercial gain and will be maintained in a secure environment as per the requirements of the Privacy Act. The completion of this registration process indicates acceptance of this policy.

I am aware that team photographs or other images [which may include my swimmer] may be produced during the swimming season by the club and may be utilized for the promotion and development of swimming. If you DO NOT CONSENT to photographs of the member being used for the aforementioned purposes, please forward your instruction in writing to the Arena Swim Club Registrar or via email to [registrararenaswimclub@gmail.com](mailto:registrararenaswimclub@gmail.com)

I am aware that recording images of children participating in swimming both photographic and video graphics is not permissible without the consent of the child's parent or guardian.

I've read the above and agree.

## Code of Conduct

I acknowledge that members of Arena Swim Club Inc, each member family and visitor is to abide by the rules, regulations, and policies of Swimming WA, Swimming Australia Limited, and Arena Swim Club Inc. including Codes of Conduct, Behavioral Guidelines, Anti-Doping, Member & Welfare Protection, Volunteer Agreement (set out below) and Privacy Policies whilst involved in or attending Arena Swim Club Inc. club programs or related activities.

We request that you familiarise yourself with these guidelines by viewing these websites, [www.arenaswimclub.com.au](http://www.arenaswimclub.com.au) and [www.swimming.org.au](http://www.swimming.org.au).

Please note Arena Swim Club has a strict "No Parent on Pool Deck Rule, while coaching is taking place, this allowing our coaching staff to deliver a safe working environment for all"

I've read the above and agree.

### **Member Transfer**

If a member wishes to transfer to another affiliated swim club during the swimming year, the member must be financially up to date before the transfer form will be authorised by the President or Registrar.

**No Annual Membership Fees will be refunded.**

I've read the above and agree.

### **Member/Parent Declaration & Release of Liability**

I acknowledge that participation in any Arena Swim Club Inc. Swim Squad program or activity by a member, member's family, and/or visitor is undertaken at their own risk.

I understand that no liability of personal injury, loss, or damage to personal effects is accepted by Arena Swim Club Inc. or its employees whilst participating in or attending in any of its programs.

I've read the above and agree.

### **Volunteer Agreement**

I acknowledge and **agree to perform volunteer duties** when requested or rostered to do so by Arena Swim Club Inc. I understand that failure to honour my responsibility for volunteer duties may result in my child or children's meet entries being declined for **future swim meets suspension or cancellation of membership.**

The following points are important:-

- If your child has entered a swim meet, you should expect to be rostered for timekeeping or other duties as directed by the Meet Director;
- If you are rostered for timekeeping at an Arena Race Session or Club Night - you are required to stay for the duration of the meet;
- Despite the best efforts of the volunteer coordinator, your allocated timekeeping slot may not always coincide with the time your child is swimming;
- The number of volunteer slots allocated to the club is based on the number of swims per club, and not the number of swimmers or families participating;
- Volunteer Rosters are published on the Web site and Facebook so that all registered club members are able to check prior to the commencement of a meet. It is your responsibility to check the roster for duties allocated to you.
- If you are unsure about the duties to be performed, it is your responsibility to check with other Arena parents or coaches to ensure you are prepared to fulfill your allocated role. None of the duties is difficult or complex.
- **It is your responsibility to arrange a substitute if you are unable to fill the allocated time slot.**
- If you take another family's swimmer to a meet, you may be required to also fill that swimmer's parent's allocated volunteer role (hopefully, their parent has already pre-arranged a substitute).
- There will be occasions when you will be asked to undertake duties in addition to those allocated to you on the timekeeping roster.
- If you decide to leave the meet early, and before you have fulfilled your volunteer obligation, you are responsible for arranging a substitute.
- The Arena Swim Club acknowledges that swimmers who have obtained a drivers licence are likely to drive themselves to swim meets and that parents may not attend. In this situation, parents will no longer be rostered for volunteer duties at minor race meets and ASC Race Sessions.
- Parents of self-drive swimmers will be rostered for State Age and Open Championships, and are expected to be available for timekeeping or other allocated roles in the event that their child has qualified for finals in the evening session.

I've read the above and agree.