



Mildenhall & District Swimming Club is a charity registered in England & Wales (1154407)

WELCOME TO SHARKS' SWIMMING CLUB 2014

The Sharks' swimming club is a competitive swimming club, which is qualified to coach anyone from non-swimmers through to East Region A.S.A. competition standards. The club is **Swim 21** accredited, which gives members confidence that the Coaches are A.S.A. qualified and the club administration is at the required standard. We hope you have many years of enjoying, improving and competitive swimming. Please complete the attached Membership form and return it with your remittance. Cheques should be made payable to **Mildenhall and District Swimming Club** or **M&DSC**.

The Club is based at Mildenhall swimming pool. Swimming for non-squad members is on Friday nights and is on throughout the year except for holiday periods, agreed by the head coach. Squad swimmers are expected to compete in galas and open meets and should train most nights (see below) except in August when training times are limited.

Annual Membership Fees

Annual Membership fees are to cover ASA Registration Fees and liability insurance. This is due from 1st January. Any members joining after 30th June the fees will be reduced pro-rata over the six months period.

Single Member	2nd Family Member	3rd Family Member	Each extra member
£36.00	£27.00	£18.00	£9.00

Associate Membership is £6.00. The Associate Membership is needed for any non-swimming member who helps the club either on the committee or on poolside. **The YELLOW ASA forms must be completed by ALL Category 2 members.**

Sharks Training Times

Mondays - Junior / Senior Squads	6.00 - 7.30 pm	Junior / Senior Squads	Lengths
Tuesdays - Transition / Junior / Senior Squads	5.00 - 6.30 pm	Transition / Junior / Senior Squads	Lengths
Wednesdays - Junior / Senior Squads	6.00 - 7.30 pm	Junior / Senior Squads	Lengths
Fridays - Minnow / Catfish	5.30 - 6.00 pm	Stage 1&2 Non-Swimmers / Beginners	Widths
Fridays - Elfin	5.30 - 6.00 pm	Stage 3 Swimmers	Widths
Fridays - Hammerhead	6.00 - 7.00 pm	Stage 4 Swimmers	Lengths
Fridays - Marlin	6.00 - 7.00 pm	Stage 5 Swimmers	Lengths
Fridays - Great White Shark	6.00 - 7.00 pm	Stage 6 Swimmers	Lengths
Fridays - Tiger Shark	7.00 - 8.00 pm	Stage 7 Swimmers	Lengths
Fridays - Transition / Junior	7.00 - 8.00 pm	Transition / Junior Squads	Lengths
Fridays - Senior / Masters	8.00 - 9.30 pm	Senior / Masters Squads	Lengths
Sunday - Transition Squad	4.30 - 5.30 pm	Transition Squad	Lengths
Sunday - Junior / Senior / Masters Squads	4.30 - 6.00 pm	Junior / Senior / Masters Squads	Lengths

Monthly fees for swimmers

Single member	Second family member	Third family member	Each additional member
½ Hour session			
£15.00 (inc. £2.00 membership)	£13.00 (inc. £1.50 membership)	£11.00 (inc. £1.50 membership)	£9.00 (inc. £1.00 membership)
1 Hour session			
£22.00 (inc. £3.00 membership)	£20.00 (inc. £3.00 membership)	£18.00 (inc. £2.50 membership)	£16.00 (inc. £2.00 membership)
Transition Squad			
£27.00 (inc. £4.00 membership)	£23.00 (inc. £3.00 membership)	£19.00 (inc. £2.50 membership)	£15.00 (inc. £2.00 membership)
Junior Squad			
£33.00 (inc. £4.50 membership)	£29.00 (inc. £4.00 membership)	£25.00 (inc. £3.50 membership)	£21.00 (inc. £3.00 membership)
Senior Squad			
£37.00 (inc. £5.50 membership)	£33.00 (inc. £4.50 membership)	£29.00 (inc. £4.00 membership)	£25.00 (inc. £3.50 membership)
Masters Swimmers			
£25.00 (inc. £3.50 membership)	£21.00 (inc. £3.00 membership)	£17.00 (inc. £2.50 membership)	£13.00 (inc. £1.50 membership)

The monthly fees consist of a monthly membership subscription and a training fee.

All fees are to be paid by standing order on the 5th day of each month; any fees not paid by standing order must be agreed with the club in advance and must be paid before the start of the training month.

Fees will be calculated for any squad swimmers first, followed by any other swimmers.

Transition and junior squads are expected to train at least twice a week and the senior squad three times a week.

All training fees must be paid each month whether you train or not.

For any squad swimmer who leaves the club and rejoins within the year, the annual membership fee should be paid in full; training fees, for the period of absence, may be reduced or waived at the discretion of the committee.

For those absent for more than **two weeks** with serious illness, broken bones or similar, application may be made in writing to the Membership Secretaries for the fees to be waived for this period only.

Those Senior Squad swimmers who cannot make training regularly; e.g. attending boarding school, left school and working, second claim swimmers at Mildenhall, A level exams imminent or participating in Further Education, can apply in writing, to the committee, for a fee reduction of 50%, but these will only be granted under certain circumstances. Full yearly membership rates will still apply.

Committee members on applying to a committee meeting in writing are eligible for a 10% discount on their children's monthly fees. This is only applicable if no other reductions are being taken. Full yearly membership rates will still apply.

If concessions due to low income are required, please contact a committee member for the relevant form.

Please note that membership subscriptions and training fees are set on a yearly basis and then divided into twelve equal amounts. There will be some months where training time will be short because of holidays or County Championships etc. Information regarding these events can be found on the Sharks notice board and web site www.mildenhallsharks.co.uk.

Gift-Aid

Gift Aid raises more funds for Mildenhall & District Swimming Club without costing you a penny more. If you are a UK tax payer we can reclaim the tax on membership subscriptions. For every £1 of membership fees and donations a further 25p can be claimed from the Inland Revenue. If a member has ticked the Gift Aid box on the Membership Form, they agree that at no further cost to themselves, they would like the tax to be reclaimed on any monthly membership fees or any other donation, that is made or will ever be made to Mildenhall & District Swimming Club, until further notice. The member confirms that they pay an amount of UK income or capital gains tax at least equal to the tax that Mildenhall & District Swimming Club will reclaim.

Masters Swimmers (Over 18)

Masters swimmers are expected to actively support the club e.g. helping on poolside, officiating at galas etc. Teacher / Helpers may be asked to swim with Transition or Junior Squad swimmers to assist with timing and technique, all adult helpers will be CRB checked before being allowed to help on poolside or in the water.

Bus Fees for Galas will be £2.50 per gala.

New Members

New members get two free sessions to see if they would like to join and must be at least 4 years old. Assessment, by a coach, is usually at approximately 5.30 pm on a Friday. Please contact the membership secretary for more details.

New members get:

- Welcome letter showing fees
- A Swimmers Booklet (after payment)
- A Membership Form and Code of Conduct sheet

The membership form must be completed and signed to show compliance with the Code of Conduct.

Annual Membership Payment

In January, all members need to renew Membership. New members joining after June will be eligible for a reduction in membership fees of 1/6th per month thereafter. To ensure we have all the correct contact details please hand completed forms and payment to the Membership Secretary on a Friday swim session; please inform the Membership Secretary of any subsequent changes.

Personal Property

The Club cannot be held responsible for any personal property.

Data Protection Act 1984

Personal information given on application forms and past and future swimming performances will be held on computer at the discretion of, and for purposes determined by, the Club's Committee.

Club Constitution

Please refer to the club website www.mildenhallsharks.co.uk for the details of the club constitution

COMPETITIVE SWIMMING SQUADS CODE OF CONDUCT

Purpose

The Swimming Club exists for the benefit of the swimmers, to develop their skill in competitive swimming and to instil a code of behaviour that will carry them forward with credit. To create the atmosphere and example necessary to achieve this objective the following code of conduct will be adopted.

Swimmers

At training sessions, it is expected that they will:

- endeavour to attend at least 75% of their sessions
- arrive in good time for the beginning of the session with all necessary equipment in good order
- spend time prior to session preparing for the session by doing flexibility exercises
- put every effort into the training sessions and avoid short cutting or missing sections by toilet excuses etc
- always consult their coach if they arrive late, wish to leave early, feel unwell etc
- pay attention to the coach when he/she is talking to them
- keep up with the activities of the Club by reading the notice board and consulting coaches/officials
- generally act in a responsible manner at all times, both during and before/after training

At all galas, it is expected that swimmers will:

- arrive at the venue in plenty of time for the warm up and immediately join their team group
- remain at all times throughout the gala with their team group unless they have agreed with the team manager a reason to leave the poolside
- not leave the poolside after their last swim until their team manager has agreed for them to go; in a trophy gala they must remain to acknowledge the winning team
- **not consume food on the poolside**
- provide encouragement and support to fellow team members
- keep in constant touch with the programme and prepare themselves in plenty of time for their race without relying on the team manager
- wear a Club hat, if a hat is to be worn
- swimwear should be Club swimwear, most especially for relay events
- generally act in a responsible manner at all times, both during and before/after the gala

Note: It is expected that swimmers be available for all league galas. Any difficulties must be discussed with the squad coach

Parents / Guardians

At training sessions, it is expected that they will:

- ensure that the swimmers get to training sessions in good time
- keep in touch with the Club activities, through notice boards and Club officials
- direct any queries to Club Officials or Coaches, when not involved in training sessions
- where queries are unresolved, request the issue be raised with the Committee
- wherever possible, offer assistance in Club activities
- promote a responsible and disciplined attitude
- ensure the swimmers behave in a responsible manner, before, during and after the training sessions

At all galas, it is expected they will:

- get swimmers to the gala venue in good time
- remain in the spectator area, whilst in the pool hall, unless requested to assist
- encourage swimmers to remain with the team group

Coaches / Officials

At all times it is expected that they will:

- arrive in good time to organise and control their activities
- meet the commitments they make to the club
- be supportive of the agreed Club policies
- be prepared to assist swimmers and their Parents/ Guardians in any queries they may have and carry
- forward to the Committee any issues they are unable to resolve
- display a disciplined and sporting attitude and help to promote the same from the swimmers