



'The most important thing is not to win but to take part, just as the most important thing in life is not the triumph but the struggle. The essential thing is not to have conquered but to have fought well.'
~ Baron Pierre de Coubertin, founder of the modern Olympic Games

MISSION STATEMENT

The NAC Swim Club is open and welcoming to all our members. We shall endeavour to make it an experience that assists and enhances the physical, personal and social development of the children and young people. The aim of the Club is to encourage, challenge, support and facilitate this development, and to ensure equality of opportunity for all.

SAFETY STATEMENT

The safety of all swimmers is of paramount importance to the NAC Swim Club, and we shall endeavour to keep all our young people safe and free from harm within our Club. We shall ensure that all the correct procedures are in place to achieve same according to the guidelines of Swim Ireland.

NAC SWIM CLUB RULES & GUIDELINES

- ❖ All Committee members are volunteers and elected by the Club members at the AGM to run the Club on their behalf. If there is an issue which needs addressing, please inform the Committee. A response will be forthcoming at the earliest available opportunity
- ❖ To communicate important information to the Committee, please put the matter in writing to either the Club Secretary or Club Chair.
- ❖ Any concerns related to Swimmers' welfare and protection is dealt with by the Child Liaison Officers.
- ❖ Swimming information – both social and training-related – can be found on the Club notice board and our web site: www.nacswimclub.com. **It is the responsibility of swimmers and parents to check this after each training session for changes / updates.**
- ❖ It is mandatory to show respect for the coaches and their decisions. They are the Club's best asset and have valuable expertise and experience to pass on. Criticism or confrontation with the coaches is not permitted at any time, during training or at competitions.
- ❖ Appointments are necessary to discuss your child's swimming progress with the relevant coach. The coaches are not otherwise available for such discussions. Appointments can be made by calling club phone on 087 1737007.
- ❖ **Parents are not allowed on poolside during training.**
- ❖ It is expected that all parents and guardians contribute some time and effort towards the daily running of the Club. The Club can only operate successfully with everybody's help.
- ❖ ALL gala entries must be submitted before the closing date and time displayed on the noticeboard. This is your responsibility. Please read and take note of separate Competitions' Rules.
- ❖ **It is mandatory that all parents share the duties regarding pool supervision. The rota will be on notice board and web site. It is your responsibility to find a replacement if you are unavailable.**

*Enjoy your training. Have fun – this is your Club & you shape it.
Make waves!*



FEES

FEES TO BE PAID TO CLUB TREASURER Toni Middleton OR DEDICATED COMMITTEE MEMBER ON COMMENCEMENT OF EACH SWIM TERM

Cheques made payable to **NAC Swim Club**.

Questions regarding payment should be directed to the club treasurer Toni Middleton – nactreasurer@nacswimclub.com , or to any other committee member as per notice board or web site.

Discount of 20% applies to families with two or more swimmers (off younger swimmer's fees).

Swimmers promoted to the next squad during the term will have the difference in their fees applied on a pro-rata basis.

No negotiations will be made for swimmers wishing to train on fewer days.

No fee – no swim – no exceptions.

A Squad athletes wishing to reduce their swim hours during exam periods must train with the Age Group A Squad.

SENIOR A SQUAD: €388.00 per term; €1164 per annum

JUNIOR AGE GROUP A SQUAD: €338.00 per term; €1,014 per annum

JUNIOR AGE GROUP B SQUAD: €288.00 per term; €864.00 per annum

DEVELOPMENT SQUAD: €228.00 per term; €684.00 per annum

SWIM DEVELOPMENT PROGRAMME (LEVELS 7&8): €90.00 per 10 week term of 10 classes.



FEES

SWIM IRELAND FEE: This is an annual fee, to cover Swimmer insurance:

- Competitor: €42.00
- Second family member: €37.00 (under 18)
- Non Competitor: €23.50 (Level 7/8)
- Second family member (non competitor): €18.50 (under 18)



NAC CLUB LAND TRAINING
SENIORS & JUNIOR AGE GROUP A's ONLY

Coach: Ciaran Keogh

Venue: National Aquatic Centre gym studio

To participate in the gym training sessions it is a requirement that swimmers show a commitment to training and participate in **all** training sessions. Failure to do so without adequate reason will result in the swimmer's exclusion and their place being given to another swimmer.

Participation in the gym training programme is on recommendation of the head coach Dave Malone, using strict criteria. Below is current dry land training ONLY:

A Squad

TUE: 4.45pm – 5.45pm – Pilates – Gym Studio

WED: 4.15pm – 5:00pm - Dry land (pool side)

SAT: 10.30am – 11.30am – Gym Studio

Junior AGE GROUP A

TUE: 6.00pm – 6.30pm – Dry land (pool side)

FRI: 6:30pm – 7:00pm – Dry land (pool side)

SAT: 9:30am – 10.30am – Gym

Junior AGE GROUP B

FRI: 6:30pm – 7:00pm – Dry land (pool side)

SAT: 9:30am – 10:30am

DEVELOPMENT

SAT: 11.30am – 12.00pm – Dry land (pool side)

For up to date swimming and land training schedule please go to our web site and check there, this may change from time to time: www.nacswimclub.com.

Guidelines and Codes of Conduct

The following guidelines and codes of conduct for different individuals comply with recognised best practice for safeguarding young people. The principles of the codes of conduct are to identify a standard of behaviour that should be applied to a relationship with other individuals involved in sport. Breaches of the codes of conduct can be considered as issues of poor practice, unless the severity or nature of the breach is considered an abuse of a child in the terms as described in the Protection section of these Guidelines.

The guidelines are followed by individual codes of conduct for each of the people involved in the aquatic sports.

Guidelines for Young People

Swim Ireland wishes to provide the best possible environment for all young people involved in the aquatic sports and the promotion of good practice in sport will depend on the co-operation of all involved, including the young members of clubs.

Young people have a great deal to gain from sport in terms of their personal development and enjoyment and they have rights which must be respected and responsibilities which they must accept. To respect the rights of children a sporting environment should be safe, enjoyable and free from harm. Young people should realise their responsibility to treat others with fairness and respect and should conduct themselves in a safe manner. For all levels of participation, from learn to swim to elite athletes the ethos is the same. Young people should engage in an enjoyable, organised and fair approach to their sport appropriate to their level of participation.

Young people are entitled to be:

- Happy, have fun and enjoy their sport
- Treated fairly
- Safe and feel secure in their chosen sport
- Listened to and allowed to respond
- Treated with dignity, sensitivity and respect
- Represented and have a voice in the decisions that affect them within the Club and

Swim Ireland

- Able to say no to something which makes them uncomfortable
- Attend training and competition at a level appropriate to their age, development and ability
- Given the same level of confidentiality afforded to adults

Code of Conduct for Young People

You should always:

- Treat Leaders who may be teachers, coaches, club officials or parents/guardians with respect
- Take part fairly at all times, do your best to achieve your goals
- Respect and support other team members both when they do well and when things go wrong
- Respect fellow participants or opponents and be gracious where you do not succeed
- Abide by the rules set down by Swim Ireland, Region and your Club
- Respect decisions made by others and follow the proper procedure if you feel unjustly treated
- Talk with your Coach, Team Captain, Club Children's Officer or other trusted adult Swim Ireland member if you have any problems
- Be aware of your level of commitment and participation, at times sport is demanding and disciplined, talk through any worries or concerns with your parent/guardian and/or your Children's Officer

You should not:

- Cheat
- Use violence or bad language; you should understand physical contact that is allowed within the rules
- Shout or argue with leaders, team mates or opposing participants;
- Harm team members, opponents or their property
- Bully or use bullying tactics to isolate another person or to take or gain an advantage

- Take banned substances to improve performance
- Spread rumours or tell lies about other young people or adults
- Behave in a manner that might bring Swim Ireland or your club into disrepute
- Keep secrets about any person who may have caused you harm or has made you feel upset

Talk through this Code of Conduct with your parent/guardian and/or Children's Officer. This Code of Conduct is for you, whatever your level of participation and you should encourage others to abide by this Code.

Guidelines for Parents/Guardians

Parents/guardians have the primary responsibility for the care and welfare of their children.

They should encourage their children to participate in sport for fun and enjoyment and should ensure that their child's experience of sport is a positive one. Parents should always remember that children play sport for their own enjoyment not that of the parents/guardians. Parents/guardians and leaders will ideally work in partnership with their club to support the promotion of good practice and measures in place to safeguard children against poor practice and all forms of abuse

Parents/guardians should ensure that their club treats their children with fairness, respect and understanding, and that it is fulfilling its responsibility to safeguard children by ensuring these Guidelines and the Code of Ethics are being implemented in the club.

They should encourage an open approach to discussing safeguarding issues and for their children to tell them about anyone causing them harm or to feel upset.

Parents/guardians should be aware of Club procedures and policies in particular where changes are made that affect them or their children and be informed of all matters relating to ethics and good practice.

Parents/Guardians should remember that children learn best by example.

Codes of Conduct for Parents/Guardians

Parents/ Guardians should assist in the implementation of best practice by:

- Becoming members of the club and to contribute their time and effort in the daily running of the club. No club can operate successfully without the help of volunteers.
- Being available for poolside duty and/or other specified duties if and when required, these requirements and duties should be set out under your club rules.
- An awareness of and respect for the relevant Leaders and their roles within the club,
- Respecting the decisions made by the Committee and other Leaders and following the proper procedure if felt unjustly treated, with the knowledge that any complaint will be dealt with effectively and confidentially
- Ensuring knowledge of the training and/or competitive programmes, and accepting the responsibility for delivering and collecting their child/children. Parents should ensure they do not leave their child/children waiting unsupervised at any time
- Ensuring the environment is safe and enjoyable for your child/children
- Being a role model for your children and other young people by encouraging fair play, behaving responsibly whilst involved in any activity related to the Club or Swim Ireland
- Ensuring the focus for your children's sport is on their efforts and success in terms of their goals rather than winning
- Encouraging participation that is fun, safe and in the spirit of fair play
- Ensuring appropriate leaders are informed regarding any absenteeism, medical conditions or other relevant matters concerning your child
- Ensuring an appropriate time and place for communicating with leaders and coaches

is arranged; communication should not take place whilst leaders and coaches are in a position of supervision or responsible for other young people

- Being given the opportunity to put forward suggestions and comments, including acknowledgment of complaints
- Ensuring their child/children have knowledge of direct contact information in cases of emergency. This information should also be given to the Club
- Ensuring the Guidelines covering the use of mobile phones, any type of camera and videoing equipment are respected and adhered to.
- Being aware and abiding by the Code of Ethics, Swim Ireland Guidelines for Safeguarding Children 2008, the rules and constitution of Swim Ireland and the rules and constitution of their own club



COMPETITION RULES & GUIDELINES

- ❖ It is the responsibility of each swimmer to check the notice board for forthcoming galas.
- ❖ It is the responsibility of swimmers to check qualifying times and to discuss entry with their coach(es).
- ❖ Envelopes will be provided for entry to galas. Entries will not be accepted without payment. A blank envelope may be used if envelope provided is misplaced.
- ❖ **The closing date and time for each competition will be clearly stated on the notice board. Late entries cannot be processed.**
- ❖ If a swimmer does not let his/her coach know they will not be attending a Leinster or Swim Ireland gala for which they have entered, fines will be charged to the club and the swimmer is liable for same.
- ❖ Swimmers must make their own travel arrangements to & from each competition.
- ❖ Where overnight accommodation is necessary, the coach and / or committee will make a team recommendation, and negotiate a team rate. It is the responsibility of swimmers and parents to make the necessary bookings.
- ❖ It is an obligation for parents / guardians to make themselves available for timekeeping duties at galas.
- ❖ Questions regarding away galas should be directed to Michelle O'Dwyer on 086 8057424. Questions regarding home galas should be directed to Michaela Caseley michaelacaseley@hotmail.com.



NAC Swim Club membership forms

Forms on next 4 pages should be filled by all swimmers wishing to become an NAC Swim Club member. Last form: “Form 3: New Members Only”, should be filled in only if swimmers were never registered with Swim Ireland.

Please ensure that both swimmers and their parents (for swimmers under 18) sign all forms, where required.

Forms should be handed over to the Club Membership Secretary, or any NAC Swim Club Committee member.



SWIMMERS' MEMBERSHIP FORM

All members must complete this form to register with the Club. All relevant codes of conduct must also be signed.

New members must also sign the Swim Ireland Membership Form.

Membership of the Club is renewed on an annual basis covering the period September to August inclusive.

Membership of the Club places a legal responsibility on parents / guardians to pay fees owed by their son or daughter. The obligation applies even if the member leaves the Club with accrued debts.

Swimmers with debts will not be permitted transfer to another Club until all debts have been fully settled.

NAME _____

ADDRESS _____

DATE OF BIRTH _____

PHONE _____

EMERGENCY NUMBER _____

EMAIL _____

I _____ agree to pay all Club and related fees incurred by the above whilst a member of the NAC Swim Club.

Signed _____ Parent / Guardian Date _____



MEDICAL FORM

The completion of this form is for your own protection.
It will be held in strict confidence.

SWIMMER'S NAME _____

ADDRESS _____

PHONE _____

EMERGENCY NO _____

DATE OF BIRTH _____

I am currently taking the following medication _____

Dosage required _____

Why are you taking the medication? _____

How do you take the medication? _____

GP's name (for emergencies only) _____

GP's Phone no _____

I give permission for the above named swimmer to be given appropriate medical treatment in the event of illness or injury whilst participating in the NAC Swim Club activities.

Signed _____

Date _____



NAC Swim Club Code of Conduct form

To be signed by all swimmers and their parents (for under 18 swimmers)

Young People

I have read, understood and agree to abide by the Code of Conduct for Young People, Swim Ireland Guidelines for Safeguarding Children 2008 the Rules of Swim Ireland and NAC Swim Club.

1. Signature of Young person _____ Date _____

Please print name _____

2. Signature of Young person _____ Date _____

Please print name _____

3. Signature of Young person _____ Date _____

Please print name _____

Parents/Guardians

I have read, understood and agree to abide by the Code of Conduct for Parents/Guardians, Swim Ireland Guidelines for Safeguarding Children 2008, the Rules of Swim Ireland and NAC Swim Club.

Parent's Signature: _____ Date _____

Parent Name please print _____

Form 3: New Members Only

Application Form for Membership of Swim Ireland (Excluding Learn-to-Swim) PLEASE PRINT CLEARLY

Club: NAC Swim Club

First Name: _____ Surname: _____

Date of Birth: _____ Gender: M F
(Compulsory for all Competitors)

Phone: _____ Address: _____

Mobile: _____

Email: _____

Category of Membership

COMPETITORS ONLY (Please tick discipline ✓)

Swimming	Water Polo	Masters	Diving
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NON-COMPETITOR (Please tick role ✓)

Training only (non-competing participant)	Designated Person
Chairperson/President	Club Children's Officer
Secretary	Coach/Teacher
Treasurer	Associate Member (please give Associate member number)
Committee Member	Other (please specify)

Please list other Swim Ireland Clubs or 2nd Club you are involved with: _____

Do you agree to abide by the guidelines contained in the Code of Ethics and Good Practice for Children's Sport?
Yes / No

Do you agree to abide by the Child Welfare Guidelines and rules of Swim Ireland? Yes / No

Have you ever been asked to leave a sporting organisation? Yes / No
(If you have answered yes, we will contact you in confidence)

Have you ever been convicted of a criminal offence or been the subject of a caution; a Bound Over Order; or are you at present the subject of criminal investigations? Yes / No

Applicant's Signature: _____ Date: _____
(If the Application is for an under 18 then the parent must also sign)

Parent's Signature: _____

As the Club Secretary I confirm that the above named has been accepted and is involved as a member of the club, and I have verified their date of birth.

Club Secretary:

Signature: _____ Name: _____
(Please print)

This information is collected, stored and used in line with the Data Protection Acts 1988 and 2003