

**CLUB
INFORMATION
PACK**



**Borough of Barnsley
Swimming Club**

Dear Parent,

Borough of Barnsley Swimming Club (BoBSC) welcomes you and your child(ren) to our Club.

We hope your child(ren) will enjoy the experience of being a member including the training, competitions and the social interaction with all of their fellow members. This pack will provide you with information that may be of assistance to new members. Please do ask me, the welfare officer, or any committee member or coach if you have other questions not covered in this letter.

Borough of Barnsley Swim Club is run by 2 entities working in partnership. The daily training and coaching program is provided by BPL though fully qualified swim coaches who are approved by the committee of BoBSC. The committee is responsible for the swim21 accreditation, along with the ASA membership of each of our swimmers which allows them to compete on a local, county, regional or national level.

A full list of the officers, committee members and coaches can be found on the notice board at Dearnside. Below are the contact details of some of those officers for your information.

Chairman:	email: chair@bobsc.co.uk
Secretary :	email: secretary@bobsc.co.uk
Welfare Officer:	email: cwo@bobsc.co.uk
Head Coach:	email: headcoach@bobsc.co.uk
Parent Mentor:	email: mentor@bobsc.co.uk

If, after a couple of weeks, you are not receiving emails regarding BoBSC from Julia Moody, then please drop her an email on emaillist@bobsc.co.uk, so you can be added to our email listing.

We are a swim21 club and follow the guidance in Wavepower for child safeguarding, the ASA Code of Ethics and codes of conduct. While we hope your child will be happy and content at the organisation, sometimes questions, concerns or issues may arise.

If you have a question or concern regarding child welfare, the welfare officer should be informed. Alternatively, there is a dedicated helpline for anyone wishing to raise a safeguarding or welfare concern directly to the ASA called Swimline – a Swimline poster with contact details can be found on the notice board.

Our organisation is committed to providing good child safeguarding practice for all our young members and we have adopted the ASA Child Safeguarding Policies and Procedures manual – Wavepower, a copy of which can be viewed and downloaded from www.swimming.org. Our organisation is one where we accept that good safeguarding and fair play is paramount for all our young members.

Your child(ren) has already been / will be assessed as to what level they are currently achieving to place them in the appropriate training lane and competition level which is outlined in the booklet with other helpful information.

BOBSC are always looking for parental help to run the organisation. You may offer to help or a member of the committee may approach you to see if you are able to assist. We are totally a volunteer-run organisation and we appreciate all the help parents can give us, however small.

The website www.bobsc.co.uk is regularly updated with current events and information.

Lastly, we have Parents & Swimmers Codes of Conduct which goes alongside similar codes for the coaches, officers and members. Please read these, which are contained at the end of this Welcome Pack and sign the Parents Code of Conduct and countersign that of your child/children. Please return these forms, along with the Photo Consent Form to a committee member.

We hope you and your child/children enjoy being a member of the Borough of Barnsley Swimming Club.

Kind regards

Jayne Smart
Welfare Officer
BOBSC

Dear Swimmer

Welcome to BoBSC. We hope you will have an enjoyable and happy time as a member of our organisation and that you make many new friends and enjoy training and competing with us.

Your parents have been given a letter which includes details of your training times and lane allocation.

This letter is to give you some additional information you may find helpful now or in the future

Coaching

As an ASA swim21 club we are committed to helping you swim, to enjoy your training, learn to train hard and to your reach your potential. The coaches and teachers are here to help you do that, and have been trained to do so in a safe and proper manner. You should soon get to know your coach and if you have any concerns about training do talk things over with your coach and your parents.

Safeguarding

You may wonder what we mean by safeguarding. Essentially, alongside our wish for you to enjoy and succeed at your sport, we want to ensure that you are safe and happy at the organisation and that we act upon anything that prevents that. That is what we call 'safeguarding our members'. You may ask what you are being safeguarded from. So for example, we want to make sure you are not being:

- Bullied.
- Treated differently to others.
- Hurt by another person on purpose.
- Not being listened to.

Preventing such behaviour is very important to us as an organization, and to achieve that we have a safeguarding manual called Wavepower. If you want to have a look at Wavepower, it can be downloaded from www.swimming.org

We know any bullying or poor behaviour towards you would make you feel unhappy, so please do not feel you have to just put up with it. While we will do all we can to prevent anything from happening, it is important that if something or someone causes you to be unhappy, you tell someone. Tell your parent, your coach, the welfare officer or any other adult you feel happy to speak to. Any issues you raise will be dealt with.

To assist you here are some helpful details of how you can raise concerns:

- Your welfare officer is Jayne Smart.
- The ASA also have a helpline called Swimline if you want to tell someone but not anyone in the organisation. The number is 0808 100 4001. You will be asked to leave a number at which you can be contacted in the next 48 hours. If you feel you cannot wait that long for someone to talk to you, hang on and you will be put through to the NCPCC/ ChildLine helpline number who will answer your call immediately.
- Child Power is an ASA section of the ASA website just for young people like you. It has a message link so that you can send a concern in writing to the ASA Child Safeguarding Team who will then help you with whatever issue you have raised.

Codes of Conduct

Just as we expect others to behave properly to you, we expect all our members to behave in an appropriate manner to each other as well as towards the coaches, all helpers, and all adults and young people you have contact with in competitions. We have a Code of Conduct that you and your parents will be asked to sign and return to BoBSC.

If you are unsure about any aspect of the Code of Conduct please feel free to ask.

We hope you will have a very happy and successful time while a member of BoBSC.

From

Jayne Smart
Welfare Officer
BOBSC

Borough of Barnsley Swimming Club Membership Agreement

Introduction

All members of the Borough of Barnsley Swimming Club (BoBSC) will be required to be a member of the BPL Training Program (BPL). This agreement sets out the terms relating specifically to BoBSC.

Fees

In order to swim under the BPL Training Program, all swimming participants must be a **Member** of BoBSC, which will incorporate:

- Annual Membership to the ASA
- Annual Membership to BoBSC

Training monies will be paid directly to BPL via monthly Direct Debit for the amount relating to the squad in which you swim.

BoBSC / BPL will exchange information on a periodic basis, as required, and in line with the Data Protection Act 1998.

Membership Requirements

Members of BoBSC will be expected to participate in club activities and competitive galas as outlined in the squad expectations, as updated from time to time on the club website. www.bobsc.co.uk

As a Member of BoBSC you will be expected to follow the Code of Conduct and any accompanying adult is expected to follow the Parent Code of Conduct as attached within this document.

Galas

BoBSC will, as the ASA body, run galas for the club and will be responsible for the swimmers at the galas they enter, in line with the competition calendar. The competitions calendar is published by the Club and will show which squads should attend.

Long Course Training

Will be provided where feasible (currently no access due to technical issues), either at an additional cost or subsidised where possible, by fund raising undertaken by the club and its members during the year. Whilst this sits outside the routine training program, long course training is an opportunity for your child to swim in a 50m pool and support their training for competitions.

Concerns & Complaints

For concerns or complaints in relation to the training element of swimming with BoBSC, these should be directed to BPL via the Head Coach.

For concerns or complaints in respect of galas these should be directed to the BoBSC committee, as outlined on the BoBSC website.

Cancellations

Cancellations of membership should be notified to both BoBSC, to membership@bobsc.co.uk and BPL in writing to carly.herbert@bpl.co.uk, with the swimmer advising their coach where possible.

Squad Expectations

Coaches meet on a monthly basis to discuss the progress of the swimmers.

The coaches are responsible for placing swimmers in squads. This is based on times achieved, physiological age and the ability and level of each swimmer. He/she will be moved into a more challenging squad, by the coach. The coaches will consider age, ability to train and character before a final decision to promote is made.

Junior Squad

The Juniors are the youngest or less experienced swimmers in the squad. The time spent in the Junior Squad is primarily aimed at developing technique, but includes an introduction to stamina and speed training. Juniors currently have three training sessions during the week.

An introduction to competitive swimming is made during this time with the Juniors, usually by an invitation to compete for the club in a novice competition, termed B or C grade or Level 3 or 4. These galas are designed especially for swimmers entering the competitive world and are usually for swimmers up to and including age 12. Novice galas are great fun, and a valuable introduction to the rules and regulations governing competitive swimming. At the poolside the children will be organised by a "Team Manager" who will guide them through the gala, and you will find the more experienced swimmers always help the younger, less confident children. "Team Spirit" begins here!

Intermediate Squad

Swimmers based in the Intermediate squad continue to work to improve their technique, speed and stamina with more sessions made available to them. The Intermediate squad have four evening sessions per week and can also join in an early morning session at the Metrodome. Swimmers are expected to attend as many sessions as possible. Intermediate swimmers also attend one session of land training per week. Hard work brings its own reward, but as the swimmer improves there are now "open" competitions to enter, as well as chances to be asked to swim for the club. Eventually swimmers in the Intermediates will be looking to move into the Youth Squad or the A2 Squad.

Youth Squad

This squad will provide competitive training for those members who are unable to make the criteria set for the various other squads or feel they are unable to apply the required level of commitment, for whatever reason (eg. school work, other clubs/sports). The swimmer, however, must maintain a positive view towards personal achievement and participation in the BoBSC set-up. Should a swimmer find they are able to increase their ambitions or commitment, then a move to the A2/A Squad and above is always possible, as long as the swimmer achieves the necessary criteria.

A2 Squad

It has been learned by past experience that a young swimmer who is producing excellent times and working very well in the Juniors and Intermediate Squad, if promoted too early, as well as causing possible damage to a developing body, can sometimes find the level of training in the A2 & A Squads too strenuous. This can obviously discourage good swimmers, damage self-confidence, sometimes beyond repair, and lead to the swimmer deciding to leave competitive swimming altogether.

All swimmers in the A2 squads are expected to train to a standard that will enable them to compete at County meets and 'A' grade galas. It is vital then, that the move up to the A or A2 squads is made only when the swimmer is fully ready. No-one expects the new squad member to perform immediately at the level set for the more experienced members of the squad, but hard work and commitment are essential for promotion into these squads. However, because of the level of training the coaches need to be convinced of the degree of both physical maturity, and mental attitude of the swimmer.

A Squad

Swimmers in this squad should have high aspirations and must realise that an ongoing commitment is a necessity if their goals are to be achieved. All members of this squad are required to increase their sessions. Swimmers will be expected to attend a minimum of six sessions, one of which must be an early morning session. Any additional sessions would be an advantage. They must also swim at galas nominated by the Head Coach, including County and District Meets.

An in depth version of squad expectations is available on Borough of Barnsley Swimming Club website

<http://boroughofbarnsleyswimmingclub.weebly.com/>

Coaches and Venues

Training Times are as publicised on the club website and notice board at Dearnside

Junior Squad

Coach	Holly Mawby
Assistant Coach	Carol Brain
	Fiona Muirhead
Poolside Assistant	Greg Lugton
	Emma Smith
	Libby Turner

Intermediate Squad

Coach	Steve Carter
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Youth Squad

Coach	Samantha Brain
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A2 Squad

Coach	Sarah Dudley / Carly Herbert
Poolside Assistant	Joanne Archer

A Squad

Coach	Carly Herbert
Poolside Assistant	Joanne Archer
	Julie Rice

Dearnside Leisure Centre:

Goldthorpe Road, Goldthorpe, Rotherham, South Yorkshire, S63 9EQ

Telephone: 01709 892211

Hoyland Leisure Centre:

West Street, Hoyland, Barnsley, South Yorkshire, S74 9HE

Telephone: 01226 744063

Metrodome Leisure Centre:

Queens Ground, Queens Road, Barnsley, South Yorkshire, S71 1AN

Telephone: 01226 730060

Royston Leisure Centre:

Station Road, Royston, Barnsley, South Yorkshire, S71 4EQ

Telephone: 01226 722991

Useful Information

Communication & Information

You will receive regular emails from Julia Moody, these will include details of any club events, galas or changes to training. If you have not received any emails after 2 weeks, please make one of the committee members aware.

The club has a Facebook page (Borough of Barnsley Swimming Club) and a Twitter page @BoBSC_UK

The website is kept up to date with any Galas and Club events. For the published calendar, please see the events page.

Training Sessions

Please aim to be at the training sessions 5 minutes before start time in order that they can be involved in the warm-up.

What you need to train

When you start with the club, we have some spare kit to lend to Juniors during the first few weeks whilst they get used to the training.

In each squad there are different equipment needs, which are driven by the strength and experience your child gains. Please note that some children may not be strong enough to use items such as hand paddles, until they are around 10 years of age.

- Junior Kit - Float, pull buoy, fins (longer ones to help build up stamina)
- Intermediate Kit—Float, pull buoy, fins (shorter ones for building up strength), hand paddles, catch-up stick (circa 15cm piece of broom handle smoothed at the ends), snorkel
- A2 & A Squad Kit— As above plus finger paddles, sponge and rope (around the same height as your child initially), catch-up stick, snorkel

Events

Each year the club hosts 2 galas at Ponds Forge: one early July—Summer Sizzler, one early December—Christmas Sprints. We are always looking for volunteers to support us at these events; please do speak to a member of the committee if you are interested in areas such as time keeping, helping on pool side, supporting raffles or the trophy table.

Christmas Fun Night—each year on the last Sunday training before Christmas, we have a fun night for all club members, including Tech Tots. This is a series of pool-based games where the squads are mixed to really help everyone to get to know others, and is an enjoyable night for all swimmers. Part of this is a 'Coin Drop' where we ask parents to throw coins into the pool for the younger members to collect.

Presentation Night—an annual presentation night occurs around the festive period, either late December or early January dependent on where Christmas falls.

Other social events are put on as fun for all members of the club, but also to help us generate funds for the longevity of the club. We are a self-funding organisation and your help and support, along with the support of businesses around Barnsley, is needed.

Swimming Galas

Gala Communication

All gala notifications are issued from our communication volunteer. Each email will state where the gala is; typically Ponds Forge (Sheffield) or John Charles (Leeds), although we have an annual competition in Scarborough.

Galas will show LC Long Course 50m pool, or SC Short Course 25m pool.

- Level 4 Meet – this is an entry level event, club time trials, club champs and some open meets will be level 4.
- Level 3 Meet—the majority of swimmers will be able to compete in these meets. Occasionally there will be upper cut-off times, whereby if the swimmer has achieved times quicker than these, they will not be able to swim the specific events, but can compete in other events on the day.
- Level 1 Meet— will be directed at the more experienced swimmers who have achieved qualifying times.
- Grade A and B—at some meets you will find that there are 2 sets of cut off times giving swimmers 2 potential opportunities for medals.

Speeding Tickets—this is a great achievement as a swimmer, as it means you have swam quicker than the cut-off times.

Entry times are based on the fastest time the swimmer has achieved in the last 12 months, at the point of gala submission.

As the swimmer gains experience and times, they may be able to swim in the Yorkshire, Regional or National Competitions. All of these will be shared via email, advising what the qualifying times are for the relevant event and who has achieved these.

Competition emails will show the closing date and how to make payments.

If you are unsure as to which events to enter, please speak with your coach.

Swimming Gala Checklist

Listed below are the items that your swimmer should have with you when you attend any gala representing Borough of Barnsley Swimming Club

Club T-Shirt
Club Cap x 2
Goggles x 2
Swimsuit / Trunks x2

(Many swimmers have warm-up swimwear and racing swimwear)

Pool Shoes (flip flops or light clean trainers)
Towels x 2—one for poolside, one for drying after

Healthy Snacks / fruit and energy snacks jelly babies, popcorn / choco-milk

Water

Packed Lunch (if appropriate)

Activities such as reading, colouring, puzzles to keep them occupied on pool side. Electronic devices such as ipads, tablets and phones must have the camera facility obscured.

Please ensure your swimmer is ready on poolside at least 15 minutes prior to the start of the warm up



BRITISH SWIMMING Child Safeguarding Policy Statement

Borough of Barnsley Swimming Club is committed to providing an environment in which all children and young people participating in its activities have a safe and positive experience.

In order to achieve this, the organisation agrees to:

1. Adopt and implement the policies and procedures in Wavepower in full.
2. Recognise that all children participating in the organisation (regardless of age, gender, race, religion, sexual orientation, ability or disability) have a right to enjoy their involvement in aquatics in a safe environment and be protected from harm.
3. Ensure that all individuals who work with children in the organisation, whether paid or voluntary, provide a positive, safe and enjoyable experience for children.
5. Appoint a welfare officer with the necessary skills and training as outlined by the BRITISH SWIMMING who will take the lead in dealing with all child safeguarding matters raised within the organisation.
6. Ensure that the welfare officer's name and contact details are known to all staff, members and parents of members.
7. Ensure the welfare officer is available to discuss issues of concern on matters of safeguarding and deal with such concerns appropriately and in line with Wavepower.
8. Ensure that all individuals who work with children in the organisation have undertaken the appropriate training, have had the relevant DBS checks, and adhere to the required practices for safeguarding children as outlined in Wavepower.
9. Ensure that all individuals who will be working or will work with children in the organisation have been recruited in accordance with the BRITISH SWIMMING Safe Recruitment Policy.
10. Ensure that all individuals who work with children in the organisation have the appropriate training, code of conduct and good practice to follow in line with the guidance in Wavepower.
11. Provide all members of the organisation and parents of members with the opportunity to raise concerns in a safe and confidential manner if they have a concern about a child's welfare.
12. Ensure that all child safeguarding matters, whether they be concerns about child welfare or protection, are dealt with appropriately in accordance with the guidance for reporting and action in Wavepower.
13. Ensure that confidentiality is maintained appropriately and in line with the best interests of the child.
14. Ensure all papers relating to child safeguarding matters are held in a safe and secure manner

Medical Information Form

To be completed by members aged 18 years or over, or by parents/carers of members under 18 years. Please delete 'Yes' or 'No' as appropriate and complete further details as necessary.

Name of member	Date of birth

The Equality Act 2010 defines a disabled person as anyone with a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on his or her ability to carry out normal daily activities.

Do you consider this child to have an impairment?	Yes	No
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If yes, what is the nature of their disability? Please circle

Visual impairment
 Learning disability
 Physical disability
 Multiple disability
 Hearing impairment
 Other (please specify)

Medical information

Please detail below any important medical information that our organisation needs to know. Such as allergies, medical conditions e.g. asthma, epilepsy, orthopaedic problems, any current medication, special dietary requirements and/or any injuries.

Name of child's doctor and surgery

Doctor's phone number

I understand that, in compliance with the Data Protection Act 1998, all efforts will be made to ensure that this information is accurate, kept up to date and secure and that it is used only in connection with the purpose and activities of the organisation. Information will not be kept once a person is no longer a member of the organisation. The information will be disclosed only to those members of the organisation for whom it is appropriate and relevant officers of the Amateur Swimming Association or British Swimming.

Signed (parent/carer): _____

Print name: _____ Date: _____

Child Photography Parental Consent Form

Note: this form must be read and completed after reading the BRITISH SWIMMING/Borough of Barnsley Swimming Club/BPL Photography Guidance.

The organisation may wish to take photographs of individual and/ or groups of members under the age of 18 that may include your child during their membership of the organisation. All photographs will be taken and published in line with the BRITISH SWIMMING Photography Guidance. The organisation requires parental consent to take and use all photographs. Parents have a right to refuse agreement to their child being photographed.

As the parent or carer of _____ please complete the form below in respect of your child or children. Please note you can withdraw your consent in writing to the welfare officer at any time should you wish to.

- Take photographs to use on the organisation's secure website: Consent given/Consent refused* Take photographs to use on the club's social networking sites: Consent given/Consent refused* Take photographs to include with newspaper articles: Consent given/Consent refused*
- Take photographs to use on the organisation's notice boards: Consent given/Consent refused* Filming for training purposes only: Consent given/Consent refused*
- Employ a professional photographer (approved by the organisation) who will take photographs in competitions/galas/meets/events: Consent given/Consent refused*

*Delete as appropriate

Signed (parent/carer): _____

Print name: _____

Date: _____

Child Photography Refusal of Consent Form

Name of child: _____

Date of birth: _____

I refuse permission for the taking and/or publication of any images of my child by the organisation's appointed photographer(s) in respect of (activity).

Signed (parent/carer): _____

Print name: _____

Date: _____

Member's Code of Conduct

General behaviour

1. I will treat all members of, and persons associated with, the BRITISH SWIMMING with due dignity and respect.
2. I will treat everyone equally and never discriminate against another person associated with the BRITISH SWIMMING on any grounds including that of age, sexual orientation, gender, faith, ethnic origin or nationality.
3. I understand that the use of inappropriate or abusive language, bullying, harassment, or physical violence will not be tolerated and could result in action being taken through the disciplinary or child welfare policies.
4. I will display a high standard of behaviour at all times.
5. I will always report any poor behaviour by others to an appropriate officer or member of staff.
6. I will recognise and celebrate the good performance and success of fellow club and team members.
7. I will respect the privacy of others, especially in the use of changing facilities.

Training

1. I will treat my coach and fellow members with respect.
2. I will make my coach aware if I have difficulties in attending training sessions as per the rules laid down for my squad.
3. I will arrive in good time on poolside before the training session starts to complete poolside warm up as directed by my coach.
4. I understand that if I arrive late, I must report to my coach before entering the pool.
5. I will ensure that I have all of my equipment with me, e.g. paddles, kick boards, hats, goggles, etc.
6. If I need to leave the pool for any reason during training, I will inform my coach before doing so.
7. I will listen to what my coach is telling me at all times and obey any instructions given.
8. I will always swim to the wall as I would do in a race, and I will practice turns as instructed.
9. I will not stop and stand in the lane, or obstruct others from completing their training.
10. I will not pull on the ropes as this may injure other members.
11. I will not skip lengths or sets – to do so means I would only be cheating myself.
12. I will think about what I am doing during training, and if I have any problems, I will discuss them with my coach at an appropriate time.
13. If I have any problems with the behaviour of fellow members, I will report them at the time to an appropriate adult.

Competitions

1. At competitions, whether they be open meets, national events or club galas, I will always behave in a manner that shows respect to my coach, the officers, my team mates and the members of all competing organisations.
2. I understand that I will be required to attend events and galas that the Chief Coach has entered/selected me for, unless agreed otherwise by prior arrangement with the relevant official and coach.
3. I understand that I must wear appropriate swimwear, tracksuits, T-shirts/shorts and hats as per the rules laid down by the organisation.
4. I will report to my coach and/or team manager on arrival on poolside.
5. I will warm up before the event as directed by the coach in charge on that day and ensure I fully prepare myself for the race.
6. I will be part of the team. This means I will stay with the team on poolside.
7. If I have to leave poolside for any reason, I will inform, and in some cases, get the consent of the team manager/coach before doing so.
8. After my race, I will report to my coach for feedback.
9. I will support my team mates. Everyone likes to be supported and they will be supporting me in return.
10. I will swim down after the race if possible, as advised by my coach.
11. My behaviour in the swim down facility must be appropriate and respectful to other users at all times.
12. I will never leave an event until either the gala is complete or I have the explicit agreement of the coach or team manager.

Signed: _____ Date: _____

Parent's Code of Conduct

1. I will complete and return the Medical Information Form as requested by the organisation and provide details of any health conditions/concerns relevant to my child on the consent form. I will report any changes in the state of my child's health to the coach prior to training sessions or events. I will ensure that the organisation has up-to-date contact details for me and for any alternative person(s) as required.
2. I will deliver and collect my child punctually to and from training sessions/events. I will inform a member of the committee or coaching staff if there is an unavoidable problem.
3. If the organisation changes my child's lane and/or changing times, I will remember that the change is to provide appropriate levels of training and to enable my child to progress, and I should therefore support and encourage this at all times.
3. I will ensure my child is properly and adequately attired for the training session/ events including all mandatory equipment, e.g. hats, goggles, etc.
4. I will inform the coach/welfare officer before a session if my child is to be collected early from a training session/event and if so, by whom.
5. I will encourage my child to obey the rules and teach them that they can only do their best.
6. I will behave responsibly as a spectator during training/events and treat members, coaches, committee members and other parents of members of both my child's organisation and any other organisation with due respect, in accordance with the BRITISH SWIMMING commitment to equality and diversity.
7. I will not use inappropriate language within the organisation environment.
8. I will show appreciation and support my child and all the team members.
9. I will ensure my child's needs are met in terms of nutrition and I will listen to advice given from the coach/nutritionist.
10. I will support the coach and committee appropriately and raise any concerns I may have in an appropriate manner to the welfare officer.
11. I will not enter poolside unless requested to do so or in an emergency.
12. If I wish to have a discussion with the coach, I will check with the welfare officer as to how this can be arranged.
13. Most of all, I will help my child to enjoy the sport and to achieve to the best of their ability.

The organisation will:

1. Inform you at once if your child becomes ill and will ensure their wellbeing until you are able to collect him/her.
2. Ensure good child safeguarding guidelines are followed at all times to keep your child safe.
3. Ensure all activities are properly supervised/ taught/coached and that consent is obtained for any activity outside of that previously agreed.

You have a right to:

1. Make a complaint to the organisation if you feel the organisation or a member of the organisation is not acting appropriately or in accordance with BRITISH SWIMMING/organisation rules and regulations.

Details of how to do this can be obtained from the welfare officer.

2. Make a complaint on behalf of your child to the BRITISH SWIMMING Office of Judicial Administration.

Signed: _____ Date: _____