

# **Membership**

## **New Member Application**



<b>Swimmer / Member Details</b>	
Title	
Forename	
Surname	
Date of Birth	
Gender	<div> <div></div> <div>/</div> <div></div> <div>/</div> <div></div> </div> <div> <input type="checkbox"/> Male           <input type="checkbox"/> Female         </div>
<b>Address</b>	
Address 1	
Address 2	
Address 3	
Town	
County	
Postcode	
<b>Contact Details</b>	
Email Address	
Telephone No	(      ) -
Mobile No	
<b>Application Type</b>	
Application Type	<input type="checkbox"/> New Member <input type="checkbox"/> Renewal
If renewal – Current ASA/SE Number	
Category	<input type="checkbox"/> Cat 1 <input type="checkbox"/> Cat 2 <input type="checkbox"/> Cat 3  Cat 1 – Swimmer Under 9 @ 31 <sup>st</sup> Dec in current year Cat 2 – Swimmer Over 9 @ 31 <sup>st</sup> Dec in current year Cat 3 – Parent / Coach / Teacher / Official
Data Choice	<input type="checkbox"/> – I would like my details to be hidden on Swim England Website <b>Note: If your details are hidden any swimmer times and qualifications will not be shown and it may affect you being picked for courses and team events. In the case of Cat 3 members it may affect your eligibility to attend certain events as your details will not be able to be validated.</b> <input type="checkbox"/> – I would like my swim times to be hidden on the club website ranking system on <a href="http://www.barrowasc.co.uk">www.barrowasc.co.uk</a>

(Information above will be primary contact details for communication and Swim England registered details)

**Swim England Code of Ethics**Terms of Reference

The content of this Code of Ethics applies to all those involved within the sport of Swimming, Diving, Water Polo, Open Water Swimming and Synchronised Swimming. The Code of Ethics should be read in conjunction with the Swim England Codes of Conduct contained in Wavepower (Swim England Child Safeguarding Policy and Procedures).

Swim England Code of Ethics

All individuals within the Swim England aquatic disciplines will at all times:

- Respect the rights, dignity and worth of every person, be they adult or child, treating everyone equally within the context of the sport.
- Respect the spirit of the sport adhering to the rules and laws in and out of the pool, incorporating the concept of friendship and respect for others.
- Promote the positive aspects of the sport and never condone the use of inappropriate or abusive language, inappropriate relationships, bullying, harassment, discrimination or physical violence.
- Accept responsibility for their own behaviour and encourage and guide all Swim England members and parents of junior members to accept responsibility for their own behaviour and conduct.
- Ensure all concerns of a child safeguarding nature are referred in accordance with Wavepower (Swim England ((ASA) Child Safeguarding Policy and Procedures).
- Conduct themselves in a manner that takes all reasonable measures to protect their own safety and the safety of others.
- Promote the reputation of the sport and never behave or encourage or condone others to behave in a manner that is liable to bring the sport into disrepute.
- Adhere to Wavepower the Swim England Child Safeguarding Policy and Procedures.
- Adhere to the Swim England Anti-Doping Rules.
- Adhere to the Swim England Equity Policy.
- Adhere to the Swim England Laws and Regulations.
- Adhere to the Swim England Codes of Conduct.

**I have read the above code of ethics and have explained them to my child, or in the case of a Cat3 member I have reviewed and accepted them.**

**Signed** \_\_\_\_\_

**Name** \_\_\_\_\_

**Relationship to Member** \_\_\_\_\_

<b>Emergency Contacts – Parent/Guardian Contact Details (2 Required)</b>		
	<b>Contact 1/2</b>	<b>Contact 2/2</b>
Title		
Forename		
Surname		
Relationship to Member		
<b>Address (If different from swimmer)</b>		
Address 1		
Address 2		
Address 3		
Town		
County		
Postcode		
<b>Contact Details</b>		
Email Address		
Telephone No	(        ) -	(        ) -
Mobile No		
<p><b>Note: for the safeguarding of your child, in the event of your child needing to leave a session early, we require you to speak to your child's coach at the beginning of the session or send them with a signed note explaining the reason for leaving early and stating the time they are to leave. We will not allow any swimmer to leave early without prior notice. Notice to be given for every individual session.</b></p> <p><b>The changing rooms at our facility are a public area and as such the club has responsibility once the child reaches poolside. Parents / Guardians are responsible for ensuring they enter/leave the building safely. We ask that parents arrive promptly before and after sessions.</b></p>		
<b>Code of ethics</b>		
As a parent / guardian of a swimmer, I have read and agreed to the SwimEngland Code of Ethics and agree to follow club rules and bylaws.	I hereby consent to Barrow ASC processing my personal data and agree to Swim England Code of Ethics	I hereby consent to Barrow ASC processing my personal data and agree to Swim England Code of Ethics
	<b>Signed</b> _____	<b>Signed</b> _____

# **CODE OF CONDUCT FOR SWIMMERS**

As a member of Barrow ASC you will be expected to adhere to the following rules and guidelines;

## **General behaviour**

1. Treat all members of our Club and the wider swimming community equally, with respect and cordiality.
2. The use of inappropriate or abusive language, bullying, harassment (either actual or via social media), or physical violence will not be tolerated and will result in action being taken in line with the Club discipline procedures (see Sanctions).
3. Display a high standard of behaviour at all times, and always report any undesirable actions by others to an appropriate club official. This also includes when off poolside, for example, in changing areas.
4. Recognise and celebrate good performances from your team-mates.

## **Behaviour during Training**

1. Treat your Coach and fellow swimmers with respect
2. Arrive on poolside in good time to complete the pre-swim warm-up.
3. Face and listen to your Coach when training instructions are being delivered – do not interrupt but equally please ensure you understand, and always act upon feedback.
4. Complete every length, practising the correct turn at each end of length. This also means allowing team-mates room to complete their lengths and turns so do not obstruct the end of the lane or wall.
5. Do not sit or pull on lane ropes and remain in your lane unless instructed to move over by your Coach.
6. Follow your Coach's exact instruction – do not skip lengths or sets, even if fellow swimmers do not complete them.
7. Concentrate on ensuring you are training to the best of your ability and leave the lane discipline of other swimmers to the Coach.
8. No diving in unless told to by a coach
9. Always start from the wall and travel in the correct direction
10. Following swimmers must leave a 5 second gap before setting off, unless instructed otherwise by your Coach.
11. No stopping mid length unless allowing a swimmer to overtake, swimmers must overtake without grabbing the swimmer in front and only take over where safe to do so. Work together share the leading out.
12. All swimmers must finish at the wall and move to the side to allow the incoming swimming to touch
13. Only take the required rest
14. Swimmers are encouraged to drink during training to maintain hydration levels, however this should be done during the set and not used as an excuse to stop. No fizzy drinks!
15. No splashing or spitting
16. Pay attention to instructions. Ask coaches or helpers do not stop other swimmers if you are in doubt
17. Swimmers should use the toilet before the start of the sessions, if you really need to go ask at the end of a set, try not to ask during a set as you will lose the benefit of the session.
18. Respect all swimmers, leisure staff and coaching team
19. TREAT OTHERS AS YOU WISH TO BE TREATED!!

If invited to Land Training sessions, ensure you are respectful to the instructor and be mindful of other users of the gym facility, including by wearing appropriate, comfortable and modest training attire.

## **Technique**

Technique is paramount to swimmers and it is essential you take on points and feedback from your Coach. Correct turns and finishes should always be done to the best of your ability. Technique is in your own hands, coaches can provide you with method to improve however you must practise them in order to see improvement. The Coach cannot swim for you !!

**Attitude to training**

Swimming is a demanding and challenging sport, swimmers must be prepared to work hard, get stuck in, push themselves and show the determination to achieve. Swimmers must remain coachable. Success is your own destiny. Whether you are a recreational, leisure, club, County, Regional or National performer you should all have individual goals you strive to achieve. Whatever your ability the club will work with you to achieve your goals and potential, never give up and never under estimate what you can achieve.

**Equipment**

Swimmers should have their own equipment and it should have names on and preferably in a net bag to prevent it getting mixed up. We provide storage for a limited number of bags. We expect swimmers to take bags home every 3 months to wash everything thoroughly in fresh water to prevent infection and keep the pool / pool deck free from germs.

- D Squad – Costume / Club Hat
- B Squad – Costume / Club Hat / Pull Buoy / Fins / Kick Board
- A Squad – Costume / Club Hat / Pull Buoy / Fins / Kick Board / Hand Paddles

We do have a limited amount of spare equipment for use during sessions should you not have certain equipment.

**Competition**

1. Barrow ASC expect impeccable levels of respectful behaviour at all galas, open meets and competitions, at whatever level. The guidelines in our General Behaviour section apply and should be extended towards the swimmers and club officials of all competing clubs.
2. Ensure you arrive poolside in good time, wearing Club approved attire, fully equipped with swimwear, goggles and the Club Hat, and prepared with sufficient drinks and nutritious snacks. We have a zero-tolerance policy to sweets and fizzy drinks during competition.
3. Club expects the following official club attire to be worn by swimmers when representing the club. (Club Branded Swim Cap) and (Club Branded Polo Shirt or Club Branded T-Shirt)
4. Mobile telephones, cameras or tablet devices are not allowed poolside.
5. Report to your Coach or Team manager on arrival and commence the warm-up as directed.
6. Barrow ASC is a team – stay with your team and support your team-mates. If you need to leave poolside please inform the Team Manager/Coach.
7. After your own race report to your Coach for feedback.
8. Swim down sensibly after the race if the facility is available. Do not remain in the pool chatting and blocking the lane. If there is no swim down pool, complete appropriate stretches as instructed by the Coach.
9. Never leave an event before the end unless permission has been obtained from your Coach/team manager.

**I have read the above code of code of conduct for swimmers and have explained them to my child.**

**Signed** \_\_\_\_\_

**Name** \_\_\_\_\_

**Relationship to Member** \_\_\_\_\_

**Code of conduct for Coaches, Teachers and Poolside Helpers**

1. Put the wellbeing, health and safety of members above all other considerations, including the development of performance.
2. At all times, adhere to the ASA Code of Ethics, Rules and Laws.
3. At all times, adhere to Wavepower.
4. At all times, adhere to the ASA Equality and Diversity Policy.
5. Consistently display high standards of behavior and appearance.
6. Treat all members with respect and dignity, value their worth and treat everyone equally, recognising their varying needs and abilities within the context of the sport.
7. Develop an appropriate working relationship with members based on mutual trust and respect.
8. Always ensure that all teaching, coaching and competition programmes are appropriate for the age, ability and experience of the individual member.
9. Always identify and meet the needs of the individual member as well the needs of the team/squad.
10. Be fair and equal in team and training squad selection.
11. Never exert undue influence to obtain personal benefit or reward. In particular, coaches must not use their position to establish or pursue a sexual or improper relationship with an athlete, member or someone close to them.
12. Encourage and guide members to accept responsibility for their own behaviour and performance.
13. Continue to seek and maintain their own professional development in all areas in relation to coaching and teaching children.
14. Complete a child safeguarding training course every three years in line with the guidance in Wavepower.
15. Treat all information of a personal nature about individual members as confidential, except in circumstances where to do so would allow the child to be placed at risk of harm or continue to be at risk of harm.
16. Encourage all members to obey the spirit of the rules and regulations both in and out of the pool.
17. Co-operate fully with other specialists (e.g. other coaches, officials, sport scientists, doctors or physiotherapists) in the best interests of the member.
18. Never encourage or condone members, volunteers, officials or parents to violate the rules of the organisation or the sport, and report any violations appropriately.
19. Observe the authority and the decision of the officials and only question those decisions in the appropriate manner.
20. Treat all competitors and teams of other organisations with respect, whether that is in victory or defeat, and encourage all members to do the same.
21. Refer all child safeguarding concerns in accordance with the procedures detailed in Wavepower.
22. Be professional at all times and not discuss the performance / behavior of an individual swimmer with the exception of head/lead coach, coaches within the same squad, officers of the club, welfare officer or the parent of the swimmer.

**Signed** \_\_\_\_\_**Name** \_\_\_\_\_

**Barrow ASC - Data Consent**

Barrow ASC takes the protection of the data that we hold about you as a member seriously and will do everything possible to ensure that data is collected, stored, processed, maintained, cleansed and retained in accordance with current and future UK data protection legislation.

Please read the full privacy notice carefully to see how Barrow ASC will treat the personal information that you provide to us. We will take reasonable care to keep your information secure and to prevent any unauthorised access.

**Mandatory consent:** I hereby consent to Barrow ASC processing my personal data. Details will be shared with but not limited to: Head Coach, Coaching Staff, Committee Members and Welfare Officer.

*Full details of the club's data privacy policy can be found on the club website [www.barrowasc.co.uk](http://www.barrowasc.co.uk)*

**Optional consent:** I am willing for the Barrow ASC data to be shared with other affiliated aquatic organisations so that they can process it *(please tick as applicable)*:

☐ on receipt of an application for information in connection with the administration, organisation or competition entry from Cumbria ASA, Swim England North-West and Swim England and other aquatic organisations

☐ I would like to receive information via email from the Club about specially selected products and services available from commercial sponsors and partners

We will keep you updated on club events via e-mail, however should we need to contact you on an individual basis concerning events which you have been invited to or entered. We may also need to contact you regarding concerns which the club, coach or welfare officer may have. Please tell us how else we may contact you.

☐ Phone ☐ SMS ☐ Post

**Note: If consent is not given to share information with other aquatic organisations it could affect entry in County / Regional and National Competition.**

**Signed** \_\_\_\_\_

**Name** \_\_\_\_\_

**Relationship to Member** \_\_\_\_\_



### **Child Photography Parental / Guardian Consent**

Barrow ASC 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 SwimEngland Photography Guidance. Barrow ASC requires parental consent to take and use all photographs.

Parents have a right to refuse agreement to their child being photographed.

Note: Use of Photographs and video, newspaper articles and social media helps increase the clubs profile and helps when we seek funding.

The club will take all possible steps to ensure these images are used solely for the purposes they are intended. If you become aware that these images are being used inappropriately you should inform the Club immediately.

<input type="checkbox"/>	I authorise Barrow ASC to Take photographs / video to use on the organisation's website
<input type="checkbox"/>	I authorise Barrow ASC to Take photographs / video to use on the club's social networking sites
<input type="checkbox"/>	I authorise Barrow ASC to Take photographs to include with newspaper articles
<input type="checkbox"/>	I authorise Barrow ASC to share photographs with Cumbria ASA and Swim England for promotional use
<input type="checkbox"/>	Take photographs to use on the organisation's notice boards
<input type="checkbox"/>	Filming for training
<input type="checkbox"/>	Employ a professional photographer (approved by the organisation) who will take photographs in competitions/galas/meets/events

**Signed** \_\_\_\_\_

### **Swim England, Affiliation and Member Fees**

Each member is required to pay the appropriate fees in full. (Discount available if joining after 1<sup>st</sup> October)

Member fees include,  
 Membership of Barrow ASC  
 Swim England Fees  
 Swim England North-West Affiliation Fees  
 Cumbria ASA Affiliation Fees

☐ **Cat 1 £18.00\*** ☐ **Cat 2 £37.00\*** ☐ **Cat 3 £15.00\***

\*Fees correct for 2020 membership

Cat 1 – Swimmer Under 9 @ 31<sup>st</sup> Dec in current year - Cat 2 – Swimmer Over 9 @ 31<sup>st</sup> Dec in current year  
 Cat 3 – Parent / Coach / Teacher / Official

**I enclose a cheque for £\_\_\_\_\_ made payable to 'Barrow Amateur Swimming Club'**

**If this application is for a swimmer,**

I agree to pay squad fees in full each month, in the event of fees not paid in full the club / committee can seek to recover unpaid fees for a period of up to 5 years.

**Signed** \_\_\_\_\_

**Name** \_\_\_\_\_

**Relationship to Member** \_\_\_\_\_

## Medical Declaration

Following updated guidelines from the Swim England., all clubs are now asked to request up to date medical information for their swimmers, just in case you require any form of medical assistance when attending a teaching, training session or competition.

All swimmers, or if Under 18, a parent or guardian must complete this Medical Declaration from.

All information given on this form will be treated with the utmost respect and will be kept confidential and will only be available to appropriate team staff such as coaches and team managers. This data will not be shared or processed for any other purpose.

### Swimmer's Details

Surname	Forename	DOB	Male/Female
Family GP		Telephone Number	

**Please do not leave blank – if there is no information please write 'None'.**

Do you have any specific medical conditions requiring medical treatment and/or medication?

e.g. epilepsy, asthma, diabetes, allergies, etc.

Do you suffer from asthma?

.

Do you take medication?

if YES, please give details:

#### **For Minors:**

Does your child have up to date Tetanus cover?

Does your child have any food, drug or other allergies?

If Yes, please give details:

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?

if YES, Please give details: (eg, Visual impairment / Learning disability / Hearing impairment / Physical disability / Multiple disability / Other (please specify) )

**\*\* if you take medication for asthma, (and you are a registered competitor) you are required to complete an ASFG Medical Declaration Form annually, or sooner if it requires updating, and send it directly to the SwimEngland address as specified on the form.**

For Parents/Carer of Swimmers under 18 years:

It may be essential at some time for the club coach or team manager accompanying your son/daughter to have the necessary authority to obtain any urgent treatment which may be required whilst at a competition with Barrow ASC. Would you therefore please complete the relevant details in this section and sign below to give your consent.

I, \_\_\_\_\_ being the parent/guardian of \_\_\_\_\_ hereby give permission for the Coach / Team manager to give immediate necessary authority on my behalf for any medical or surgical treatment recommended by competent medical authorities, where it would be necessary.