

Boldmere

S W I M M I N G C L U B

Membership Pack



Winners of the Sutton Coldfield
2010 Club of the Year Award

2011-2012



Contents

1) Completing Your Form

2) Boldmere SC Terms & Conditions

3) Sessions (Times & Venues)

4) Code of Conduct for Swimmers

(You agree to abide by this code of conduct when you - or your parent/carer(s) (if you are under 18yrs) - sign the Membership Form)

5) Code of Conduct for Parents

(You agree to abide by this code of conduct when you sign the Membership Form on behalf of your son/daughter).

6) Membership Form*

(to be completed by existing & new members)

7) Standing Order Form* (this is the preferred method of payment)

8) 250 Club Lottery Form

9) Volunteer Declaration Form

(If you prefer, you can complete this electronically and send as an attachment to: caroline.davis@sky.com)

Items 6) and 7) must be completed by all members.
ALL documents marked* should be returned to:

**Del Stanger, Membership Secretary,
Boldmere Swimming Club,
38 Holifast Road,
Wylde Green,
Sutton Coldfield. B72 1AE**

Email: boldmeremembershipsecretary@gmail.com

**You can return your completed forms by post –
or via the Boldmere SC Desks at Wyndley and Erdington.**



COMPLETING YOUR 2011-2012 MEMBERSHIP FORM

1. Check and complete all the personal details in Sections A, B and C of the membership form. For Ethnicity please enter one of the following codes: -
a) White British b) White Irish c) White Other d) Asian Indian e) Asian Pakistani f) Asian Bangladeshi g) Asian Other h) Chinese i) Mixed-White & Black Caribbean
j) Mixed-White & Asian k) Mixed-Other l) Black-Caribbean m) Black – African
n) Black - Other o) Other Ethnic Group.
2. In Section D of the membership form indicate the venues and times that your instructor or coach has arranged for you to swim.
3. Calculate the membership subscription that is due by referring to the table in the Membership Terms and Conditions.
4. Complete Section E of the membership form indicating whether you have chosen to pay in full by cheque or by standing order. If you choose to pay by standing order please complete the standing order form and return it to the Membership Secretary with the completed membership form. If you choose to pay in full by cheque please send your cheque (payable to: Boldmere SC) with the completed membership form to the Membership Secretary.
5. If you wish to apply for a concession or a remission please indicate at the bottom of the box in Section E of the membership form (see Membership Terms and Conditions).
6. Check and complete section F of the membership form. You are advised to read the club's policies and Codes of Conduct before signing the Membership Form. These are available at BSC Desks, and can be viewed on www.boldmereswimmingclub.co.uk
7. If you would like to volunteer to help the club in some way next year please complete the Volunteer - Declaration of Interest form and send it to the Membership Secretary.
8. Send all completed forms and payments to:

**Del Stanger,
Membership Secretary,
Boldmere Swimming Club,**

**38, Holifast Road,
Wylde Green,
Sutton Coldfield, B72 1AE.**

Email: boldmeremembershipsecretary@gmail.com

MEMBERSHIP TERMS AND CONDITIONS 2011-2012

Membership Basis The Club Constitution sets out the full terms of membership of Boldmere Swimming Club together with the details below. A copy of the Club Constitution is available at www.boldmereswimmingclub.co.uk or on request from the Club Secretary. The Club reserves the right to change the membership terms and conditions and the membership fee structure at any time.

Membership Subscription All members will pay an annual membership fee and an annual charge for each session per week that they swim. The fees and charges for the year 2011/2012 are set out in the table below.

The club membership year starts on September 1st each year. Membership fees for those joining during the year will be calculated on a pro rata basis (of the full payment).

Method of Payment Payment should be made in full by cheque (made payable to "Boldmere Swimming Club") or by standing order (using the form supplied). Members will be responsible for all costs incurred by the Club in relation to cheques or standing orders not being honoured by a Bank.

Additional Sessions Members will normally swim in the sessions allocated to them by their instructor. Requests to change sessions or swim additional sessions will be assessed by the Chief Instructor or Head Coach and be subject to swimmer ability and the availability of suitable space. Members who increase the number of sessions they participate in during the year will be required to pay an additional session fee on a pro rata basis. It is the member's responsibility to inform the membership secretary of changes to their sessions.

Water Polo Players Membership Subscriptions for water polo players are on the same basis as for swimmers. The membership fee is £120. Training at Wyndley on Sunday is one session and the charge is £82. Any member who plays Water Polo matches on a Tuesday should also pay an additional "Annual Match Fee" of £45

Members of other Clubs (where ASA Fees are paid by the other club) swimming or competing for Boldmere must join and pay the following Membership Subscriptions: Reduced Membership Fee £90, Session Charge – as above, Annual Match Fee – as above.

City of Birmingham Boldmere Swimming Club continues to pay the ASA Fees of swimmers invited to train with City of Birmingham. Boldmere members training with City of Birmingham will pay a £120 annual subscription. This covers the cost of ASA Fees and occasional swimming. Members training with City of Birmingham can only attend Boldmere Sessions with the agreement of the Head Coach.

Students Members in Higher Education may apply in writing to the Finance Committee's Subscription Remission Fund (see below) for a reduction in subscription payments. All applications should be accompanied by a completed membership form and a copy of a valid Students Union Card. Each application will be considered on an individual basis.

Treatment of Bank Holidays When a normal session falls on a Bank Holiday members will be entitled, with the agreement of the Head Coach or Chief Instructor, to swim at an alternative session that week.

Cancelled Sessions When Boldmere Swimming Club cancels a normal session members will be entitled, with the agreement of the Head Coach or Chief Instructor, to swim at an alternative session that week.

Concessions The ethos of the club is that it is run for the benefit of its members. It is important therefore, wherever possible, that the majority of club services are run on a voluntary basis. The club understands that there are certain individuals whose efforts should be recognised with the offer of a concession against membership subscriptions. The club will only offer concessions to individuals that are providing substantial assistance to the smooth running of the club. Any person who commits themselves to 50 hours or more per year to the club shall be entitled to be considered for a concession. Each concession granted will be dependant on the level of commitment and contribution by the individual to the running of the club. Concessions are not available to people attending club galas as part of the mandatory officials required by gala rules (Judges, timekeepers, chaperones etc), other than they will not be expected to pay the required fee decided by the club for travelling on the official team coach. Concessions will normally align with the Club financial year (1 September to 31 August). The club reserves the right to rescind any concession at any time. Disputes arising from the issue of concessions and which cannot be settled with the Club Finance Sub Committee will be dealt with by the full Club Committee. Requests for a concession must be submitted annually on the appropriate section of the membership form. Forms requesting a concession will be submitted by the Membership Secretary to the Treasurer for approval by the Finance Sub Committee.

Remissions Policy The club operates a remissions policy to ensure equal access to the Club's activities. Any person may make a claim to the Finance Committee's Subscription Remission Fund for a reduction in subscription payments. Application to the fund will be dealt with on a first come, first served basis and shall include full details of the basis of claim being made, including supporting documentation. Applications should be made by letter, accompanying the membership form, via the Membership Secretary.

Refunds + Termination of Membership The major items of club expenditure are committed on an annual basis and membership fees are paid for a full year. Members who wish to terminate their membership or reduce the number of sessions swum should do so by informing, in writing, the Membership Secretary. No fees already paid will be refunded unless agreed by the Finance Sub Committee.

Data Protection Policy – Membership Data Collection – Consent The Data Protection Act 1998 ("the Act") sets out certain requirements for the protection of your personal information (i.e. information about you) against unauthorised use or disclosure. The Act also gives you certain rights. By virtue of your membership of Boldmere Swimming Club, you agree to your personal data being made available to Boldmere Swimming Club, subject always to compliance with the Data Protection legislation. This includes sensitive personal data such as health or medical conditions, where explicit consent of the data subject i.e. a signature for this specific purpose has been obtained. Except to the extent that the club is required or permitted by law, the information which you provide to the club, and any other information obtained or provided during the course of your membership ("the Information") will be used solely for the purposes of processing your application and dealing with you as a member. If you cease to be a member of Boldmere Swimming Club, the Information will not be held for longer than is necessary, after which time it will be destroyed. You agree to use all reasonable endeavours to keep Boldmere Swimming Club informed of any changes to your personal data. So that we may use the Information for the above purposes and on the above terms, we are required under the Act to obtain your consent. Members are therefore requested to sign the consent clause at the base of the membership form.

Number of Membership Sessions	Membership Fee	Session (s) Charge	Total for Full Payment	Standing Order		
				Total by Standing order	Standing Order 1st month	Following 7 monthly payments
1	£120	£82	£202	£212	£30	£26
2	£120	£164	£284	£294	£42	£36
3	£120	£246	£366	£376	£54	£46
4	£120	£328	£448	£458	£66	£56
5	£120	£410	£530	£540	£78	£66
6	£120	£492	£612	£622	£90	£76
7	£120	£574	£694	£704	£102	£86
8	£120	£656	£776	£786	£114	£96

BOLDMERE SC SESSIONS: 2011- 2012

Instruction: Non-Competitive / Learn-to-swim.

Group	Day	Pool	Time
Instruction (5Yrs+)	Sunday	Erdington	1.00-1.45 pm
Instruction (5Yrs+)	Sunday	Erdington	1.45-2.30 pm
Instruction (5Yrs+)	Monday	Erdington	6.15-7.00 pm
Instruction (5Yrs+)	Thursday	Wyndley	6.30-7.15 pm
Instruction (5Yrs+)	Thursday	Wyndley	7.15-8.00 pm

Developers: Stroke and fitness development

Group	Day	Pool	Time
Developers (7Yrs+)	Sunday	Erdington	1.45-2.30 pm
Developers (7Yrs+)	Sunday	Erdington	2.30-3.30 pm
Developers (7Yrs+)	Monday	Erdington	7.00-8.00 pm
Developers (7Yrs+)	Wednesday	Wyndley	4.30-5.30 pm
Developers (7Yrs+)	Thursday	Wyndley	6.30-7.15 pm

County Junior: Competitive Swimmers

Group	Day	Pool	Time
Junior (7-10Yrs)	Sunday	Erdington	2.30-3.30 pm
Junior (7-10Yrs)	Sunday	Erdington	3.30-4.50 pm
Junior (7-10Yrs)	Monday	Erdington	7.00-8.00 pm
Junior (7-10Yrs)	Thursday	Wyndley	7.15- 8.00 pm
Junior (7-10Yrs)	Thursday	Wyndley	8.15-9.45 pm
Junior (7-10Yrs)	Friday	Wyndley	8.30-10.00 pm

County Senior: Competitive Swimmers

Group	Day	Pool	Time
Senior (11Yrs+)	Sunday	Erdington	3.30-4.50 pm
Senior (11Yrs+)	Monday	Erdington	8.00-9.30 pm
Senior (11Yrs+)	Thursday	Wyndley	8.15-9.45 pm
Senior (11Yrs+)	Friday	Wyndley	8.30-10.00 pm

Midland Link: Competitive Swimmers: 3 (minimum) sessions per week

Group	Day	Pool	Time
Junior (7-10Yrs)	Tuesday	Kingstanding	6.00-7.00 pm
Junior (7-10Yrs)	Wednesday	Wyndley	5.30-7.00 pm
Senior (11Yrs+)	Tuesday	Kingstanding	7.00-8.30 pm
Senior (11Yrs+)	Wednesday	Wyndley	7.00-8.30 pm
Junior/Senior	Saturday	Castle Vale	07.30-9.00 AM

14+ Squad: Experienced Swimmers who have reduced their commitments

Group	Day	Pool	Time
14+ (14Yrs+)	Monday	Erdington	8.00-9.30 pm
14+ (14Yrs+)	Tuesday	Wyndley	8.30-10.00 pm
14+ (14Yrs+)	Thursday	Wyndley	8.15-9.45 pm
14+ (14Yrs+)	Friday	Wyndley	8.30-10.00 pm

Midland Junior: Competitive swimmers: 4 (minimum) Sessions per week

Group	Day	Pool	Time
Junior (8-12Yrs)	Sunday	Castle Vale	1.00-2.30pm (LT)
Junior (8-12Yrs)	Monday	Wyndley	6.30-8.30 pm
Junior (8-12Yrs)	Thursday	Castle Vale	6.00-7.30 pm (LT)
Junior (8-12Yrs)	Friday	Castle Vale	6.00-7.30 pm
Junior (8-12Yrs)	Saturday	Handsworth	7.30-9.15 am (LT)

Midland Senior: Competitive swimmers: 5 Sessions (minimum) per week

Group	Day	Pool	Time
Senior (11Yrs+)	Sunday	Castle Vale	(LT) 2.30-4.30 pm
Senior (11Yrs+)	Monday	Castle Vale	8.00-9.45 pm
Senior (11Yrs+)	Tuesday	Wyndley	6.30-8.30 pm
Senior (11Yrs+)	Thursday	Castle Vale	05.45-07.30 AM
Senior (11Yrs+)	Thursday	Castle Vale	7.30-9.30 pm
Senior (11Yrs+)	Friday	Castle Vale	(LT) 7.30-9.30 pm
Senior (11Yrs+)	Saturday	Handsworth	7.30-9.15 am (LT)

(LT) : These sessions are preceded/followed by a Land Training Session which swimmers are expected to attend.

Water Polo: Water Polo players are encouraged to attend County Squad Sessions

Group	Day	Pool	Time
All	Tuesday (Match Night)	Wyndley	8.30-9.45 pm
All	Friday (by invitation)	Stechford	6.00 pm start
Junior	Sunday	Wyndley	7.00-8.00 pm
Senior	Sunday	Wyndley	8.00-9.30 pm

Pathways

Squad & Group Structure/Movement & Progression

Red Route

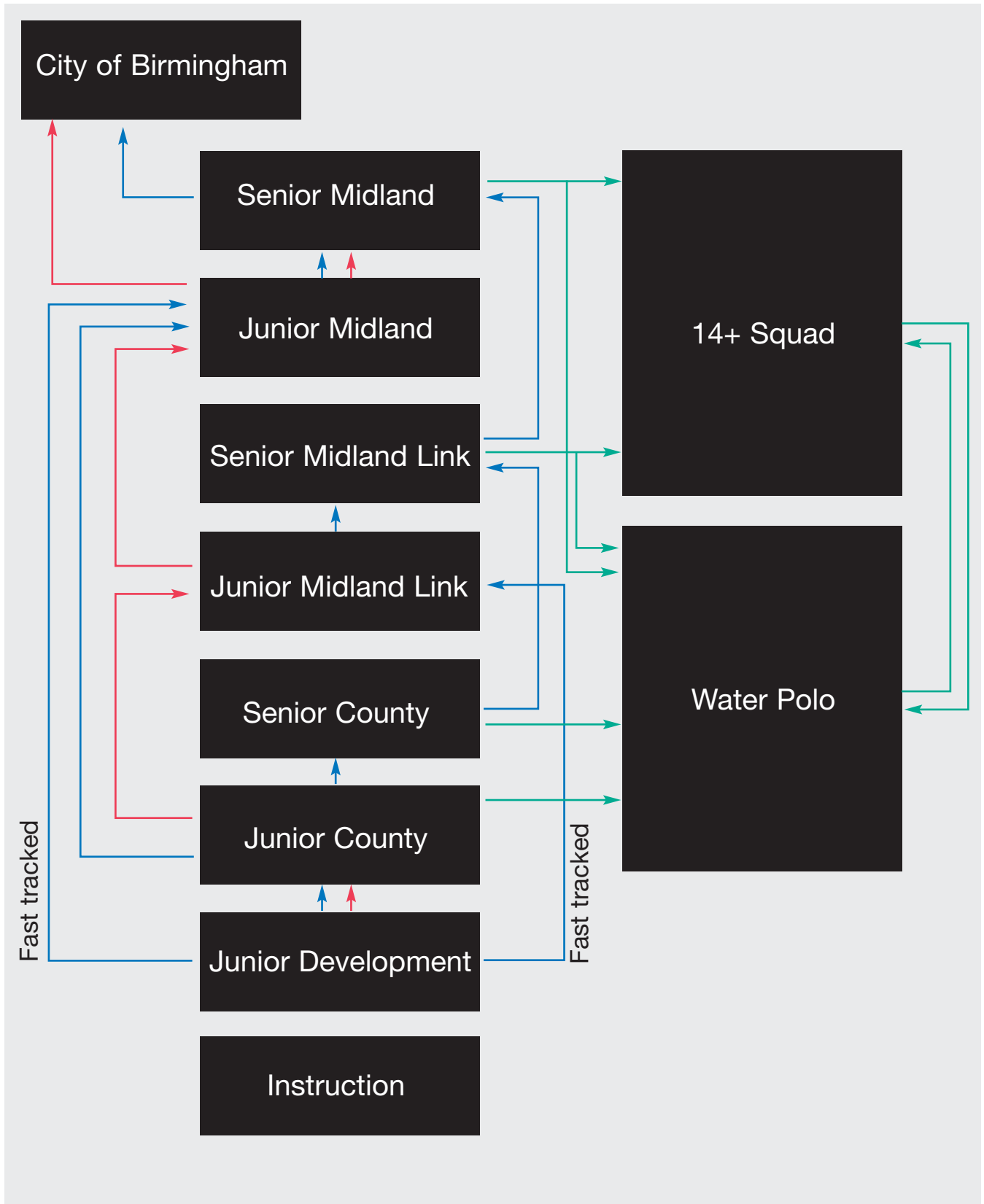
Most common pathway

Blue Route

Alternative pathways to the same end point

Green Route

Change from one pathway onto another



CODE OF CONDUCT FOR SWIMMERS

(You agree to abide by this code of conduct when you - or your parent/carer(s) (if you are under 18yrs) - sign the Membership Form).

OBJECTIVES:

To make Boldmere SC Swimmers fully aware of their rights and responsibilities.

General behaviour:

All Boldmere SC Swimmers will at all times:

1. Treat all members of the club with due respect including:
 - Fellow swimmers
 - Coaches
 - Officials
2. Treat all swimmers/representatives from other clubs/officials/pool staff politely and with due respect.
3. The use of inappropriate or abusive language, bullying, harassment, discrimination or physical violence will not be tolerated and could result in action being taken through the club disciplinary or child welfare policy.
4. Participate in their sport within the rules of the ASA and respect both officials and their decisions.
5. Respect the rights, dignity and worth of all participants regardless of gender, ability, cultural background or religion.
6. Be aware that Bullying will not be tolerated by the ASA or Boldmere Swimming Club.

Training Sessions: Boldmere SC Swimmers should:

1. Arrive in good time to stretch, (15 - 20 minutes before start time). If you are unavoidably late for a session apologise to your coach and ask permission to train. If you arrive after the warm up has been completed or when there is insufficient time left to fully warm up, your coach may not allow you to swim.
2. Have all of your equipment with you, i.e. paddles; kick boards, hats, goggles etc.
3. Use the lavatory before training begins, and always inform the coach if you need to leave the pool.

4. Keep hydrated – have at least 1 filled water bottle ready for consumption during training.
5. Pay attention to pre-training instructions and explanations of the set – it wastes time for both the coaches and the swimmers if instructions need repeating.
6. Always swim to the wall as you do in a race, and practice turns as instructed.
7. Don't stop and stand in the lane, you may get injured.
8. Don't pull on the ropes as this may injure other swimmers.
9. Don't skip lengths or sets (you are only cheating yourself).
10. Think about what you are doing during training.
11. Don't leave the pool without permission.

Julie Wall and Melanie Mitulla are the Boldmere SC Welfare Officers, and - if you have a problem they can be contacted on: 07879 912080 or melanie.mitulla@yahoo.com

Should they be unavailable, then you can 'phone Childline (0808 800 5000) or Swimline (0808 100 4001).

CODE OF CONDUCT FOR SWIMMERS ...CONTINUED

Lane Etiquette (Training and Warm-ups): Boldmere SC Swimmers must:

1. Having been allocated to a lane by the Coach, accept the Coach's decision and train accordingly.
2. Remain conscious of where your teammates are in the lane.
3. When coming in to turn you must cut across the lane just before making your turn and push off straight – do not turn and then push off at an angle as this is dangerous for the swimmer behind you.
4. Don't try to overtake someone on the outside between the flags and the wall or within the flags and the lane end - you risk turning on top of each other.
5. Be considerate to allow a faster swimmer to pass safely by slowing down, avoid stopping where possible, and do not submerge to let the swimmer pass.
6. Faster swimmers must realise that slower swimmers are trying just as hard as they are and their set is no less important.
7. Pulling on others swimmers is forbidden.
8. One touch ONLY to the foot of the swimmer in front on the side that you are passing is allowed and can be helpful.
9. Don't swim on another swimmers feet/too close, this is annoying and disrespectful to that swimmer, a 5 second/5m gap is ideal.
10. Don't swim in the middle of the lane – this is the area to be used for passing and is also the extra space needed for the extra inches of the arms and legs of Breaststrokes and 'Flyers.
11. Remember to allow other swimmers behind you to turn or finish correctly and safely, (move out the way of their finish).
2. Behave in a manner that supports and reflects the good name of Boldmere SC.
3. Wear Official Boldmere SC kit (Swim hats / Polo shirts / Tracksuits). Boldmere SC kit club kit must be worn for the presentation of medals/awards.
4. At Open Meets, check the arrangements/timings for posting cards and be sure to post them on time.
5. Warm-up before the event. Prepare yourself for your races.
6. Warm up properly by swimming, not playing or stopping in the lane. Turning practice should have taken place during your normal training sessions. Obey the instructions of the Warm up Marshals.
7. Be part of the team. Stay with the team on poolside. If you leave poolside for any reason, you must tell the Coach and Team Manager where you are going.
8. Listen for your race to be announced. Report to the Marshalling Area /Clerk of the Course/Competitors Stewards in good time for your race(s). Take your hat and goggles with you!
9. Support your team mates. Everyone likes to be supported.
10. (If the facility exists) Swim down after each race. Do not use this time to play.
11. After your race report to the coach (not your parents). Receive feedback on your race and splits.
12. Let the coach be the judge of your performance, you must talk/listen to your coach immediately before and immediately after your event for accurate/specific feedback on your performance. Make a mental note of any suggestions for improvement which you can practise in training and implement in future competitions.
13. Publicly accept all the judgments of officials. If you need to speak to the Referee, be polite – and chose an appropriate moment. She/he will not mind you asking polite questions.

Competition: Boldmere SC Swimmers must:

1. Swim events and galas that the Coach/Team Manager has entered/selected you for (unless agreed otherwise by prior agreement with the relevant club official). Show respect and compliance to requests/instructions from the coach, team manager and chaperone(s).

PLEASE NOTE: When you/your parent/carer(s) sign the Boldmere SC membership form, you are agreeing to abide by the above Code of Conduct.

Plenty of good advice for swimmers can be found in the Boldmere SC 'Handbook for Swimmers and Parents' which can be viewed at – or downloaded from the Members' Page of www.boldmereswimmingclub.co.uk

CODE OF CONDUCT FOR PARENTS

(You agree to abide by this code of conduct when you sign the Membership Form on behalf of your son/daughter).

OBJECTIVES:

To make parents/guardians of Boldmere SC members fully aware of their rights and responsibilities.

Boldmere SC is fully committed to safeguarding and promoting the well being of all of its members. Boldmere SC believes that it is important that swimmers, coaches, helpers and parents associated with the club should at all times, show respect and understanding for the safety and welfare of others, as well as safety and welfare of themselves. Boldmere SC members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the club with the Welfare Officer or Club Chairman.

All Boldmere SC Parents are expected to:

1. Complete and return the Boldmere SC Membership Form (which includes Health and Consent details) as requested by the club, and detail any health concerns relevant to the child on the consent form. Any changes in the state of the child's health should be reported to the teacher/coach prior to coaching sessions. You must ensure that Boldmere SC has up to date contact details for you and any alternative person(s).
2. Ensure your child is properly and adequately attired for the training session/events including all required equipment, i.e. hats, goggles etc. (Make sure all property is identified with the swimmer's name & BSC).
3. Refrain from criticising a teacher/coach in the presence of (their – and other) swimmers and parents – the bond between swimmer and coach is important and should not be undermined.
4. Refrain from entering onto poolside during training or competition unless invited to do so by the coach.
5. Make an appointment to discuss any concerns regarding your swimmer with the teacher/coach at a convenient and appropriate time.
6. Actively participate in helping the club progress by offering assistance and support to the coaches and the Committee.
7. Be patient with progress – understand that the journey to the top can be a long one . . . and that “Success is a journey not a destination. The doing is often more important than the outcome”. (ASA Long Term Athlete Development 2010)
8. Encourage your child to abide by the ASA rules for swimming. (LAWS : visit www.britishswimming.org).
9. Discourage unfair play and arguing with officials and coaches.
10. Help your swimmer to recognise good performance, not just results.
11. Never force your swimmer to take part in swimming.
12. Set a good example by recognising fair play and applauding good performances by ALL swimmers.
13. Never punish or belittle your (or other) swimmer(s) for losing or making mistakes.
14. Publicly accept the officials' judgments.
15. Support your swimmers involvement and help them to enjoy swimming.
16. Use correct and proper language at all times.
17. Encourage and guide swimmers to accept responsibility for their own performance and behaviour.
18. Bullying will not be tolerated. (Please read the Boldmere SC Anti-Bullying Policy.)
19. Abide by any guidelines issued by the club.
20. Disciplinary matters for unacceptable conduct are at the discretion of the coach and chaperones, who - in accordance with Club policies - are acting in loco parentis (i.e. with the authority and responsibility of a parent).
21. Ensure your child's needs are met in terms of nutritional needs and listen to such advice given by the club. (A Handbook for Swimmers and Parents is available on the Members' Page of www.boldmereswimmingclub.co.uk)

Julie Wall and Melanie Mitulla are the Boldmere SC Welfare Officers, and - if you have a problem they can be contacted on: 07879 912080 or melanie.mitulla@yahoo.com

Should they be unavailable, then you can 'phone Childline (0808 800 5000) or Swimline (0808 100 4001).

CODE OF CONDUCT FOR PARENTS ...CONTINUED

Training Sessions: Boldmere SC Parents/Guardians should:

1. Ensure that your swimmer arrives at training in good time (15 – 20 minutes) before the start of the session.
2. Ensure the coach has a contact number for you - if you are not staying for the session - and that your child has access to a mobile phone or money in order to call you.
3. Ensure your child is aware of who is collecting them - and has the correct contact number (lift shares in particular).
4. Inform the Team Manager/Coach before a session if your child is to be collected early from a coaching session/meet, and if so, by whom.
5. Ensure that you arrive to collect your child before the scheduled end of the session. Your child's behaviour and safety is your responsibility until they are pool side and in the presence of a coach at the start of a session. They then become the coach's responsibility until the swimmer leaves the pool side at the end of the session. At that point, all parents must resume responsibility for their children.

Please read and be aware of the guidelines outlined in the Boldmere SC Policies on: **HEALTH & SAFETY, MISSING CHILDREN, LATE COLLECTION OF CHILDREN, CHANGING ROOMS SUPERVISION**

6. Be supportive and not intrusive, trust the coaches and do not try and interfere with the session. Refrain from communicating with your swimmer/s during training session, let the coach do the coaching.
7. If the club changes your child's lane and changing times, please remember the change is to provide appropriate levels of training and enable your child to progress and should be facilitated and encouraged at all times.
8. Be patient with progress – understand that the journey to the top can be a long one...and that "the journey is more important than the destination".

Open Meets / Galas: Boldmere SC Parents/Guardians should:

1. Show respect and compliance towards officials, coaches and chaperones.
2. Behave responsibly as a spectator at training/meets and treat swimmers, coaches, committee members and parents of Boldmere SC - and other clubs - with due respect, meeting the ASA commitment to Equality, Diversity and Inclusion.

3. Behave in a manner that supports and reflects the good name of Boldmere SC.
4. The Coach is the best judge of a swimmer's performance. The Coach should be your first point of communication before and immediately after an event - for accurate/specific feedback on your swimmer's performance(s).
5. Indicate your swimmer's availability on team selection sheets in good time (i.e. within 3-4 days of the publication of the team sheet).
6. Inform the coach or team manager immediately/as soon as is practically possible if your swimmer cannot compete/is going to be late for an event they have entered / been chosen to represent the club in.
7. Do not interfere or take your child from the team during a gala/meet without permission from the coach.
8. Most of all help your child enjoy the sport and achieve to the best of their ability.

Boldmere SC will undertake to:

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

Boldmere SC Parents have the right to:

- a. Make a complaint to the club if they feel the club or a member of the club is not acting appropriate to ASA/club laws and rules. Details of how to do this can be obtained from the club Welfare Officer.
- b. Make a complaint on behalf of their child to the ASA.

Any misdemeanours and breaches of this code of conduct will - in the first instance - be dealt with by the club in line with ASA guidelines.

PLEASE NOTE: When you sign the Boldmere SC Membership Form on behalf of your son/daughter, you are agreeing to abide by the above Code of Conduct.

All Boldmere Swimming Club Policies/Documents can be viewed at, or downloaded from the Members' Page of www.boldmereswimmingclub.co.uk

The Committee of Boldmere SC will review this Code of Conduct at regular intervals to ensure that it is effective and is achieving its stated objectives.

MEMBERSHIP FORM 2011/2012

CLUB USE ONLY:	Week:	Total:	Conc:	Due:	Method:	Paid:	ID:
				ASA No :	Category:		

SECTION A - MEMBER DETAILS

SURNAME:	ETHNICITY:
FIRST NAME:	See 'Completing your 2011-2012 Membership Form' for codes
SECOND NAME:	MALE/FEMALE
KNOWN AS:	School attended:
DOB : (DD/MM/YYYY)	School Year:
ADDRESS 1:	Parent Mobile number(s):
ADDRESS 2:	Parent Email Address :*
TOWN/CITY:	
POSTCODE:	
Home Phone Number:	

SECTION B - EMERGENCY CONTACT DETAILS: (Each member should provide TWO emergency contact details)

The ASA recommend that the club hold a non-parent/guardian emergency contact number for each member.

1) Name (Parent/carer):	2) Name:
Relationship:	Relationship:
Contact No (1):	Contact No:
Contact No (2):	Signature:

A signature is required for each non-parent/guardian contact.

SECTION C- MEMBER'S MEDICAL INFORMATION: Please state any medical conditions, disability or other factors which need consideration for inclusion in club activities.

Name (print):	Signature:	Date:
---------------	------------	-------

To be signed by parent/carer for members under 18.(Data Protection Policy requires a specific authorisation for the holding of this information)

IMPORTANT NOTE:- If you are a competitive swimmer (ASA CAT 2) suffering from Asthma or any other condition requiring medication - please complete and submit an ASA Medical Declaration Form (available from the Club Membership Secretary).

SECTION D - SWIM SESSIONS: Indicate session times and venues below as arranged by coach / instructor

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
SWIMMING:							
WATER POLO:							

SECTION E - PAYMENT

Payment Method:	1) Cheque in Full:	2) Standing Order:
Concession Request and Reason :		

SECTION F - DECLARATION & CONSENT: To be signed by parent/carer for members under 18

- I have read and understood the Codes of Conduct, Policies, Disciplinary Procedures & Constitution of Boldmere SC.
- I and my child will abide by the rules of Boldmere SC Club as described in the Boldmere SC Codes of Conduct for Swimmer and Parents.
- I agree to fulfill my obligations described in the above documents as parent/carer of a Boldmere SC member.
- I consent to my child being transported to/from galas on coach(es) provided by Boldmere SC.
- I give permission for the Coach/Team Manager to authorise competent medical authorities to undertake medical or surgical treatment to my child, should delay of my consent be contrary to my child's interest.
- I understand that the fees payable are for the full year .
- I consent to the use of personal information (above) for the purposes and on the terms set out in the Club's Data Protection Policy. (see 'Membership Terms and Conditions 2011 - 2012')
- I consent / do not consent** (delete as appropriate) to the use of photography as set out in the BSC Photography Policy. Should you fail to indicate that you do not consent to the use of photography as set out in the BSC Photography Policy you will be deemed to have consented by signing this membership form. You can withdraw your consent at any time by informing the [Membership Secretary] in writing.

Important... please read

Name (print):	Signature:	Date:
---------------	------------	-------

To be signed by parent/carer for members under 18

Boldmere Swimming Club Policies, Rules, and Code of Conduct are available from BSC Desks and www.boldmereswimmingclub.co.uk

CLUB USE ONLY: Date joined:	Membership Year:	No of sessions:	WP:	Match Fee:

Please return completed forms to:

Del Stanger, Membership Secretary, Boldmere Swimming Club, 38, Holifast Road, Wylde Green , Sutton Coldfield. B72 1AE
 Email: boldmeremembershipsecretary@gmail.com

*Email address used for membership communication and club news and announcements only. Details will not be passed to third parties.

STANDING ORDER FORM 2011/2012

Your Name:

Your Phone No:

Your Address:

Postcode:

Club Membership Number(s):

Please enter your Club Membership Number (if known) in the above space. If you are paying for more than one member on the same standing order, please enter the Club Membership Number of each member - separated by a hyphen. If you are a new member leave this space blank.

Banker's Order – Instruction to your Bank/Building Society to pay by banker's order

To the Manager

Exact name/s of account holder:

Bank name:

Bank Address:

Branch sort code (6 digits):

Bank/Building Society account number:

Postcode:

Instruction to your Bank/Building Society (please allow 1 month before first payment)

Please pay on the (DD/MM/YYYY):

one payment of: £

and then monthly payments of £

Bank Ref*:

Signature/s:

Date:

Santander Bank plc. Bootle, Merseyside, GIR OAA Sort Code: 72-00-04 Account number 72673483

A/C Name: BOLDMERE SWIMMING CLUB

*Please enter your Club Membership Number here if you have one. If you are paying for more than one member on the same standing order please enter each Club Membership Number separated by a hyphen.

Please return this Standing Order Form with your Membership Form to:

Del Stanger, Membership Secretary, Boldmere Swimming Club, 38, Holifast Road, Wylde Green, Sutton Coldfield. B72 1AE.

Email: boldmeremembershipsecretary@gmail.com

250 Club Lottery Rules

For a payment of £2.50 each month, you will be entered into a draw with a maximum of 250 fellow members of The Boldmere Swimming Club 250 Club. Each monthly draw will have the following prizes:

2 £50 prizes, except in December when the first prize will be £250.00 with 2 additional £50.00 prizes!

The Lottery will be strictly limited to 250 members. For the modest contribution of £2.50 a month you will not only be supporting your Swimming Club, but also giving yourself the chance of winning a prize.

All you have to do is complete the attached application form authorising payment by standing order each month.

The Rules of the Lottery are as follows:

1. The "250 Club" will be operated under The Lotteries and Amusements Act 1976, Section 4, Private Lotteries. The promoter will be Boldmere Swimming Club's Treasurer.
2. The Club reserves the right to amend the rules of the "250 Club" from time to time, as may be necessary. A copy of the current rules will be available from the Club Treasurer and on our website www.Boldmereswimmingclub.co.uk
3. All profits made by the "250 Club" will be used within the club to support the activities of the club.
4. The Lottery will be limited to 250 and participants must be Members of Boldmere Swimming Club over the age of 16 years.
5. The subscription will be £2.50 per month, payable by standing order on the 1st of the month (or annually in a single payment of £30.00, to be made before the 5th working day in January each year). On receipt of a single annual payment or a standing order form the applicant will be allocated a Draw Number. For each additional £2.50 paid per month an additional Draw Number will be allocated.
6. A draw will take place every month for cash prizes. Winners of prizes will be notified by post, and the results of the draws will be published, on our website www.boldmereswimmingclub.co.uk, and published in our Chairman's chat Newsletter which will be available at all Swimming Venues.
7. The draws will be conducted by two Committee Members.

8. No "250 Club" participant will be included in the draw if the appropriate subscription has not been received by the 5th working day of the month in which the draw is taking place. The Promoter reserves the right to reallocate any number where payment has not been received on time.
9. Prizes will be paid by cheque, which will be sent through the post and only to the person holding the winning number.
10. Participants can cancel their entry in the Lottery at any time by giving one month's written notice to the Promoter (and if paying by Standing Order, they should also advise their bank). Any decision by the Committee to wind up the Club will also be by one month's written notice. Under no circumstances can any payments be refunded.

Promoter: Nigel A Smith, Treasurer,

**Boldmere Swimming Club,
118 Little Sutton Lane,
Sutton Coldfield,
West Midlands,
B75 6PG**

tel: 07973 110022

email: nigel.a.smith@sky.com

www.boldmereswimmingclub.co.uk

BOLDMERE SWIMMING CLUB **250 Club Lottery**

Become a member of our 250 Club, for a payment of £2.50 each month you will be entered into a draw with a maximum of 250 fellow members of Boldmere Swimming Club. Each monthly draw has 2 £50.00 prizes.

Except in December when the first prize will be **£250.00** in addition to the 2 £50.00 prizes.

Click here to download the rules of the lottery.

The results of our monthly lottery can be found on our web site www.boldmereswimmingclub.co.uk.

Don't miss your opportunity to be part of our 250 club you might be lucky.

BSC 250 CLUB STANDING ORDER

Please complete and sign this form and return it to:

**N A Smith
Boldmere Swimming Club
118 Little Sutton Lane, Four Oaks, Sutton Coldfield,
West Midlands, B75 6PG**

**Or Return it with your Membership Form.
NOT to your bank**

Name: _____

Address: _____

Post Code: _____

Please insert your bank details:

Name of Bank: _____

Address: _____

Town: _____ **Post Code:** _____

Sort Code:

Account No:

Please debit my account with the sum of £2.50 (two pounds 50 pence only) on the first day of each month commencing:

1st **(month and year)**

Payments are to continue until you receive further notice in writing

This section is for office use only:

Payment is to be made to : **Boldmere Swimming Club 250 Club**

Santander Bank

Sort Code : 72-00-04

Account Number : 72673483

Quoting reference: BSC 250 Club

Signature: _____ **Date:** _____

VOLUNTEER DECLARATION FORM 2011/2012

SUPPORT YOUR CLUB!

Boldmere Swimming Club cannot operate without volunteers.

The success of the club is dependent upon a large number of parents and older swimmers taking on responsibilities. A wide range of opportunities are available!

If you are able to give some hours to support the successful operation of the club – either on an occasional or regular basis – please complete and return the form below.

Knowledge of swimming – or the world of swimming – is not important. We all started in a state of blissful ignorance!

Name of Swimmer(s):

Name of Volunteer:

Volunteer Contact No:

Volunteer Email Address:

Area(s) of interest: (please tick)

Officiating at galas / meets

Notice Boards / Gala Reports

Teaching / Coaching

Fund Raising

Poolside Chaperone / Marshal

Hospitality for officials / volunteers at galas / meets

Spectators Entry Desk (galas & meets)

Swimmer Welfare

Club Shop / BSC Desk @ Wyndley / Erdington

Accounts / Finance

Parent / Swimmer Liaison

Social Events

Relevant Experience: (please tick)

General Office Skills

IT / Computer Skills

Personnel Management

Advertising / PR

Finance / Accounts

Fund Raising

Event management

Officiating

Welfare

Teaching / Child Care

Please continue overleaf if you would like to make any further comments/offers.

Please note: Some roles are only appropriate for members aged 18yrs and over.

Thank you for completing this form. (If you prefer, you can complete it electronically and send as an attachment to: caroline.davis@sky.com)

Caroline Davies

Volunteer Co-ordinator

Boldmere Swimming Club