



AFFILIATION PACKAGE

2020/21 SEASON

PRINCIPAL PARTNER

HANCOCK PROSPECTING

Swimming – an essential part of West Australian life



President's Welcome

Dear Swimming WA Member,



On behalf of us all at the Western Australian Swimming Association Inc. (Swimming WA), I extend a warm welcome to the commencement of a big year for swimming in Western Australia.

Our nation and indeed the world are facing unprecedented times in relation to the COVID-19 virus pandemic. When the crisis passes, all sport, but in particular swimming will never have been more

relevant or important to our community. The decision to delay the Tokyo Olympics to 2021 will be a spur for our elite athletes to re-engage with the sport that love and to strive for the ultimate goal - Olympic Gold.

For most Western Australians though, when the restrictions lift, they will want to get back into the water and our Clubs and Regions will be fundamental in making those opportunities available once more. More than ever, your Association needs your support and I urge you to keep the faith and get involved in 2020/21.

On behalf of the Board I'd like to take this opportunity to thank the large number of our Members who contributed toward the development of our new Membership strategy. This Club Affiliation Package not only provides clarity of the Membership Categories that we are offering, but more importantly, clearly outlines the expectations of our Clubs in terms of Membership offerings. These will not only enable your Club to cater for a far more discerning and diversified audience, but also just as importantly, to grow!

The Swimming WA Strategic Plan 2019 – 2024 has set a target of more Members in more Clubs across the State. We are now making asserted efforts to attract new Members in the recreational category (now referred to

as Pathway Membership), in a bid to engage with more youngsters and adults who may be seeking first class coaching and competitive opportunities via a Swimming WA Club. We're also continuing to grow the size of the Open Water Swimming Series which has been a huge success for Swimming WA over the last 11 years. We will continue to add variety to that programme to complement our burgeoning pool competition.

Perhaps the biggest change our Members will see this year, is the expansion of the Westpac Summer League competition to regional WA. This competition is critical in our strategy to attract more Members of the general public to our Clubs and give them a reason for training. Swimming WA is confident that by working with our Coaches and our Officials, that our Clubs will be able to offer a level of competition to suit all ability levels.

I'd like to take this opportunity to acknowledge the hard work of our Club Presidents and their Committees. We look forward to your support in making sure that your Club is affiliated by no later than **26 June**, and that all individual affiliation is completed by 1 October 2020.

Thank you for ensuring that 'Swimming is an essential part of Western Australian life'.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Louis van Aardt'. The signature is fluid and cursive.

Louis van Aardt
Swimming WA President



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WESTPAC CLUB OF THE YEAR AWARD 2020/21

The Westpac Club of the Year Award aims to reward and recognise the Regional and Metropolitan Clubs that have demonstrated:

- Strong governance practises;
- Membership growth;
- Programme engagement;
- Opportunities for their Members to develop the sport.

For more information, visit our website
wa.swimming.org.au



**AQUA
TECHNICS**

POOL
TECHNOLOGY
CENTRE

Aqua Technics Awards and Scholarships 2020/21

Through our fantastic supporter Aqua Technics, the following awards and scholarships are provided each year:

Ben Beale Memorial Award

The Ben Beale Memorial Award has been established to celebrate and recognise those 'champions' of the Swimming WA Club environment. This perpetual Award will annually celebrate the 'Best Club person' (must be a current athlete) within a Swimming WA Club. The athlete must be aged 14 years or over at 1 May of the year of their nomination. The Award is designed to increase the winner's leadership skills and experience, with the objective that they will stay in the sport long term, and also contribute to their Club in a meaningful manner, well beyond their days as an athlete.

Aqua Technics Regional Rising Star Award

The Aqua Technics Regional Rising Star Award has been established to assist families meet some of the costs associated with the sport of swimming. The Award will be the responsibility of each Regional Committee who will recognise one (1) male and one (1) female athlete who live and swim at a Swimming WA Club within their Region. The athlete must be aged between 9 and 12 years as at 1 September. The Award is designed to recognise the potential of the athlete who is considered by the Regional Committee to possess talent, that may see them develop into a swimmer that is one of the best within that Region.

Aqua Technics Travel Scholarship

The Aqua Technics Travel Scholarship has been established to assist families meet some of the costs associated with the sport of swimming at National level. The Scholarship will be the responsibility of the Swimming WA Management who will recognise one (1) athlete (male or female) who swim with a Swimming WA Club, no matter where that Club is based in the State. The athlete must be aged 15 and 17 years of age at 31 March. The Scholarship is designed to recognise the potential of the athlete who is considered by Swimming WA Performance staff to possess the talent to compete at National level or beyond.





Why become a Member of Swimming WA?

Swimming WA invites you to become a Member of the ever-growing sport of swimming. We believe that swimming is a sport for life; from our Junior Dolphins learning the beginnings of swimming, all the way to our life Members who have been involved for years and are still involved in swimming, there is a place for everyone in our beloved sport.

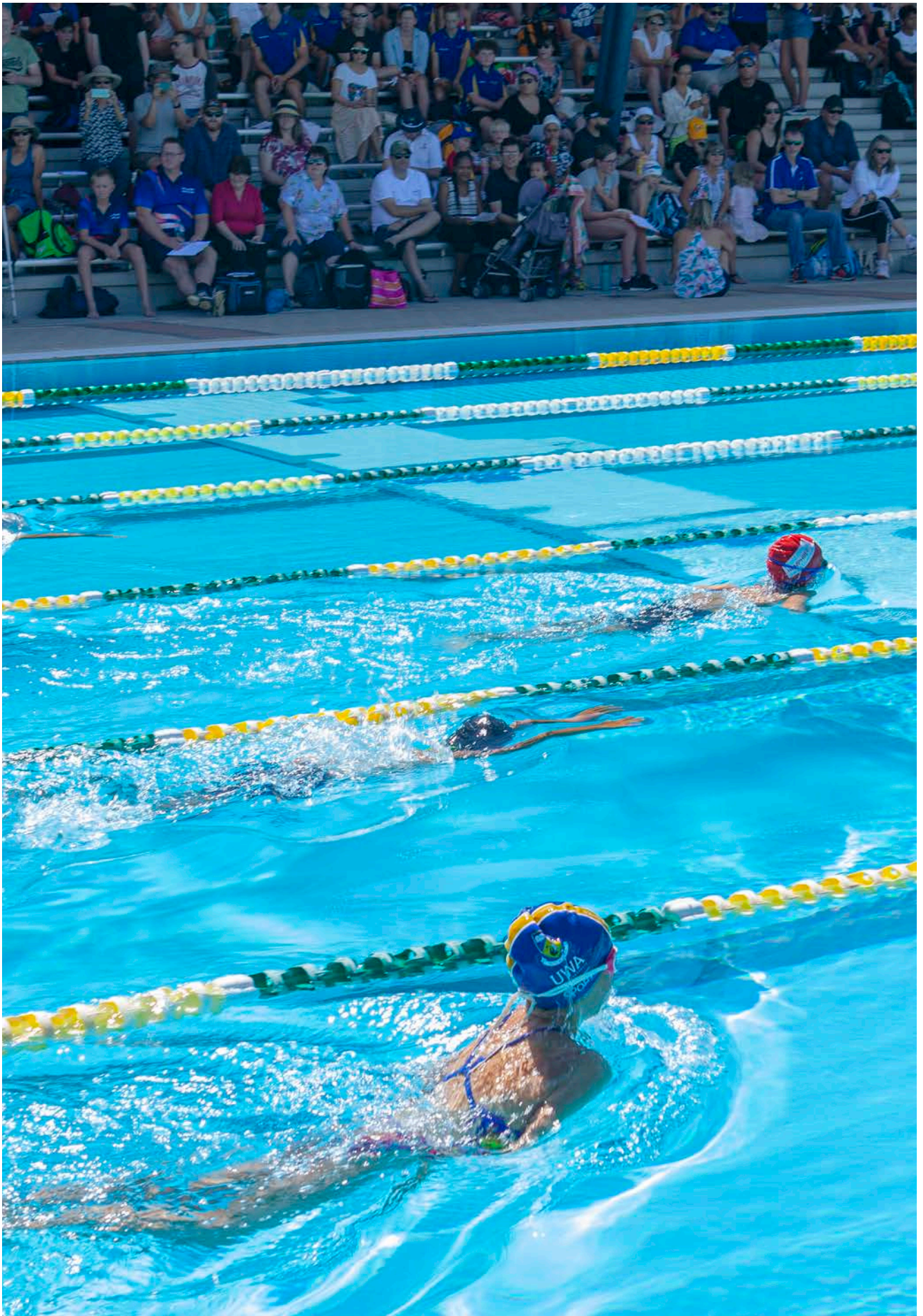
The benefits of swimming are widely recognised; physical, mental and social wellbeing is all positively impacted for individuals who partake in swimming on a regular basis. The benefits range from satisfying your competitive spirit, to stress relief for mental health, to fitness for physical health, to making lifelong friends in an enjoyable and easily accessible sport.

Benefits of Membership

Swimming WA Members are entitled to:

- Access to Swimming WA programmes and services such as:
 - Junior Dolphins Carnivals – gives kids the opportunity to enjoy the fun environment and skill development opportunities in Club swimming
 - Westpac League – designed to build Club team spirits and for all ages and encourage positive inter Club competition amongst affiliated clubs
 - ‘Bioisland Junior Excellence Program’ – an Australia wide recognised program
- Comprehensive insurance cover through Marsh for all Swimming WA Members including swimmers, parents, and other volunteers, as they participate in Club related duties and other activities
- Support and advice from the Swimming WA team to assist with Club administration questions, Membership issues, talent identification and development, coach education and support on governance.
- Online entry facilities for all Meets, ranging from Club competitions through to major Inter-Club Meets.
- All Annual and Seasonal Members are also part of Swimming Australia, with \$28 of every Membership going to our national Association Swimming Australia Limited. -
- Access to specialised courses to support administration, such as Member welfare support and training on Swimming WA database from Club committee Members.
- Discounted hire of Swimming WA Dolphin timing equipment for Club events.
- Early access to Swimming WA merchandise.
- Access to Swimming WA Membership database to keep your membership up to date!
- Access to the State Performance Pathway Programme for identified talented swimmers, providing the highest levels of competitive swimming in the state and nationally.
- Subscription the monthly *Western Swimmer* e-newsletter.
- Exclusive Member discounts and functions during the year, including Member offer of the month.





What has changed in 2020/21?

CLEARER CATEGORY TITLES:

1. • Competitive Membership
2. • Pathway Membership
3. • Club Operations Membership
4. • Swimming WA Supporter

1. COMPETITIVE MEMBERSHIP

Incorporates the two Memberships from last year:

- Annual Member
- Seasonal Member

2. PATHWAY MEMBERSHIP

New Membership sub categories

- Participation
- Social Fitness
- Pre Squad (8 yrs olds)
- Junior Dolphins

3. CLUB OPERATIONS MEMBERSHIP

This category includes categories from last year including:

- Coach
- Technical Official
- Club Committee Member

4. SWIMMING WA SUPPORTER

Previously Individual, Life and Parent/Guardian Members were separate Memberships. They are now sub categories of Swimming WA Supporter.

Discontinued

General Membership

Participation – 9 Years of Age to Open – Price \$75.00

Transitioning through from Social Fitness for those who are just entering into the world of competitive swimming this sub category is aimed to help the Metropolitan Zones and Regions build Membership specifically to support grassroots growth. This Membership provides access to:

- Zone/Region Qualifying meets
- Zone/Region Championships
- Zone Sanctioned meets
- Westpac League
- Open Water Swimming Series
- SunSmart Country Pennants
- SunSmart Club Premierships
- SunSmart Splash & Dash Carnivals
- Regional Club Competitions*

Social Fitness – 9 Years of Age to Open – Price \$55.00

This sub category Social Fitness is designed to recruit Members to our Clubs. Social Fitness are likely to be people that are currently swimming in some kind of structured format. This may include participants in a surf lifesaving Club, a local pool squad programme, or a casual swimmer at an aquatic centre. This Membership provides access to:

- Club nights and training
- SunSmart Country Pennants
- SunSmart Club Premierships

Junior Dolphin Pre Squad – 8 Years of Age – Price \$44.00

Aimed at 8 year olds as they transition from the Junior Dolphins to the main Club environment. These swimmers are likely to be training at their Club twice per week for around 45 minutes per session as they transition from Learn to Swim into Club swimming. This Membership provides access to:

- Sunsmart Splash & Dash Carnivals
- Junior Dolphins Carnivals
- Westpac Summer League – 8/9 years relays
- Learn to Race Clinics
- SunSmart Country Pennants
- SunSmart Club Premierships
- Access to Club and Inter-Club competitions*
- Official times from Club competitions*

Junior Dolphins – 7 Years of Age – Price: \$22.00

Member receives a gift and birthday e-card†

Junior Dolphins – 6 Years of Age – Price: \$11.00

Member receives a gift and birthday e-card†

Junior Dolphins – 5 Years of Age – Free

Member receives a gift and birthday e-card†

* Metro Club Sanctioned Meets not eligible

† Please see page 10 for more details on Membership benefits

Membership Categories Explained

Full Memberships

Within Full Membership, there are sub categories including:

Competitive Membership

Swimming WA Annual Members are swimmers 9+ years of age, who are actively swimming year round.

Seasonal Membership

Swimming WA Seasonal Members are swimmers 9+ years of age, who swim at Clubs where the facility is only open between the months of October- April.

Pathway Memberships

Participation

Transitioning through from Social Fitness for those who are just entering into the world of competitive swimming this sub category is aimed to help the Metropolitan Zones and Regions build Membership specifically to support grassroots growth. This Membership provides access to:

- Zone/Region Qualifying meets
- Zone/Region Championships
- Zone Sanctioned meets
- Westpac Summer/Winter League
- Open Water Swimming Series
- SunSmart Country Pennants
- SunSmart Club Premierships
- SunSmart Splash & Dash Carnivals
- Regional Club Competitions

Social Fitness

This sub category Social Fitness is designed to recruit Members to our Clubs. Social Fitness are likely to be people that are currently swimming in some kind of structured format. This may include participants in a surf lifesaving Club, a local pool squad programme, or a casual swimmer at an aquatic centre. This Membership provides access to:

- Club nights and training
- SunSmart Country Pennants
- SunSmart Club Premierships

Pre-Squad

This Membership Category is for swimmers aged 8 years old who actively seek to swim within a swimming Club.

Members have access to:

- Junior Dolphins Carnivals
- SunSmart Splash & Dash Carnivals
- Westpac Leagues

- Learn to Race Clinics
- SunSmart Country Pennants & Club Premierships
- Club and Inter-Club Competitions (SWA sanctioned Meets not eligible)
- Official times at Club Competitions (SWA sanctioned Meets not eligible)

Important:

Qualification for this Membership category is based on age at the start of the 2020/21 season (1 October 2020) or at the time of Membership purchase, whichever is the latter.

Should the swimmer turn 9 years of age during the 2020/21 season, the option is available to upgrade to an Annual, Seasonal, or Pathway Membership option to enable the swimmer to access benefits of these Membership categories. This will result in an upgrade fee.

Junior Dolphins 5-7 years of age

Junior Dolphins Membership for children aged 7 years and under who are graduating from a Learn to Swim School and wish to explore the social environment of a swimming Club, as well as preserving development opportunities.

Junior Dolphins Members (aged 5-7 years) have access to:

- Junior Dolphins Carnivals

Open Water Membership Annual

To provide Open Water Swimming swimmers the opportunity to align with a Club and provide incentive for swimmers to compete in more than one Open Water Swimming event. For Members 9+ years.

Open Water Swimming Membership has access to:

- All Open Water Swimming rounds
- Free entry to launch and presentation functions

Important:

Open Water Swimming Membership does not enable the swimmer to compete at Open Water Swimming State Championships or Open Water Swimming Nationals. If this is the objective of the swimmer, they must register as a full Annual or Seasonal Member (depending on which is appropriate to the swimmers situation).

Club Operational Memberships

Coach

The Swimming WA Coach Membership category is available for all current ASCTA/Swimming Australia accredited Coaches or Coaches working towards their Swimming Australia accreditation within 2 years of taking up the Swimming WA Coach Membership. This Membership provides Coaches the opportunity to be aligned with the sport of competitive swimming in Western Australia.

Technical Official

The Swimming WA Technical Officials Membership is available for suitably qualified or aspiring Technical Officials.

Club Committee Member

Club Committee Membership ensures access to Member programmes and benefits. Club Committee Members are protected by insurance at any time when completing Club related activities, participating at the Club or travelling to and from Club activities.

Swimming WA Supporting Memberships

Parent/Supporter Member

This applies to parents and supporters of competitors that are children under the age of 18 years additionally supporters who are registered with the Club. Parents and supporters with this Membership are protected by insurance at anytime when completing Club related activities, participating at the Club or travelling to and from Club activities.

Individual Member

The Individual Membership category applies to any person who wishes to be apart of the association without having to be connect to a Club. This is for non-competitive Members ONLY.

Swimming WA Life Member

Life Members are awarded this Membership at the AGM Conference by Swimming WA, nominated by Members and Clubs for their long-standing contribution and dedication to the sport.

Important:

- Age of Member and category is based on the age at 1 October 2020 or at the time of Membership purchase for the 2020/21 season, whichever is the latter.
- If a Member is under 18 years of age, it is compulsory for the parent/guardian to sign up to Swimming WA and the Club taking a Parent/Guardian Membership and have their profiles linked with the under 18 Member.
- To participate in the Open Water Swimming events an Open Water Swimming Membership or an Open Water Swimming Day Pass is required for any non Swimming WA Members 9 years +.

New and renewing Members should visit the Swimming WA website www.wa.swimming.org.au to register for the upcoming 2020/21 season.

Club Affiliation Fees 2020/21

1 October 2020 – 30 September 2021

Annual Club/Regional Association Affiliation Fees

Metropolitan Clubs	\$660.00
Regional Clubs	\$495.00
Vulnerable Club Fee	\$350.00
Regional Associations	\$400.00
Late Lodgement Processing Fee	\$110.00

Please note:

- Vulnerable Club is defined in Swimming WA by-laws. Please call the office to discuss.
- Club affiliation fees and documents are due no later than 26 June 2020. Members are able to pay for multiple Membership categories when signing up as a new or renewing Member.
- Late lodgement fee applicable for affiliation fees paid after 26 June (excluding above documents).

Payments

Clubs

Affiliation fees can be paid by the following methods:

- Debit or credit card;
- Direct deposit to;
Swimming WA
BSB: 036 022
Account: 386308
Ref: Swimming Club name and word 'affiliation'
- Cheque made payable to Swimming WA.
PO Box 205, Leederville, WA 6903

Membership Fees 2020/21

I October 2020 – 30 September 2021

Membership Categories fees and discounts

Competitive Membership

– Annual Member	\$121.00
– Seasonal Member	\$96.00

Pathway Membership

– WestSwim	\$27.50
– Junior Dolphins 5 yrs	FREE
– Junior Dolphins 6 yrs	\$11.00
– Junior Dolphins 7 yrs	\$22.00
– Pre Squad 8 yrs	\$44.00
– OWS Series Member	\$44.00
– Social Fitness	\$55.00
– Participation	\$75.00

Club Operations Membership

– Coach	\$20.00
– Technical Official	\$6.00
– Club Committee Member	FREE

Swimming WA Supporter

– Parent/Supporter	FREE
– Individual	\$55.00
– Swimming WA Life Member	FREE

Discounts

– Third child	30%
– Fourth child	50%
– Fifth child	80%
– Sixth child	FREE

SWA Admin Fee

Transfer Fee	\$35.00
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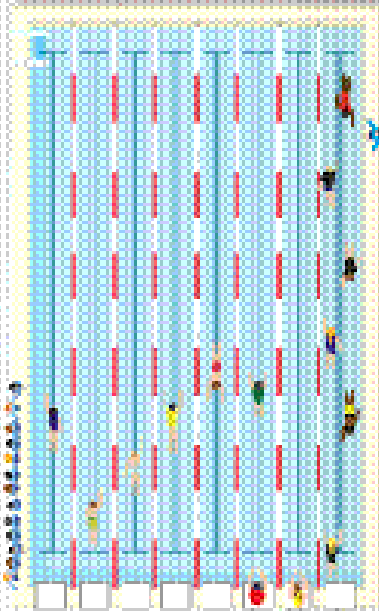
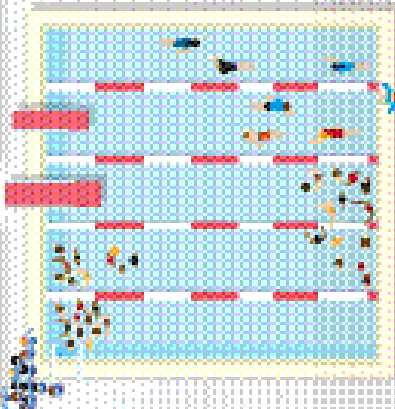
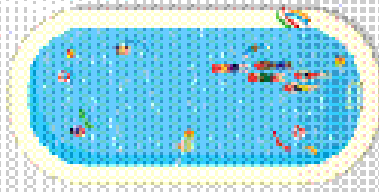
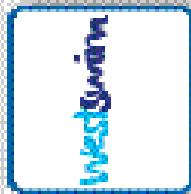
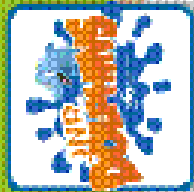
Upgrades can occur at any point in the season across any Membership types

Please note: The discounts for families with three children or more in a Swimming WA affiliated Clubs apply to the Membership with least value. Only one discount can be applied per Member.

Please note: Open Water Swimming Series Membership does not enable the swimmer to compete at Open Water Swimming Series State Championships or Open Water Swimming Series Nationals. If this is their objective, they must register as a Full Member (Annual or Seasonal depending which is applicable to the Member).

New and renewing Members should visit the Swimming WA website www.wa.swimming.org.au to register for the upcoming 2020/21 season.

Participation Pathway

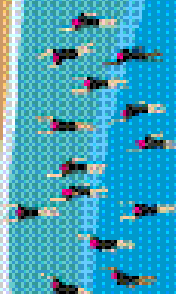
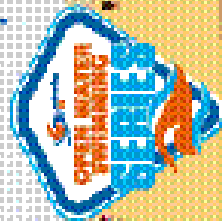


Learn to Swim

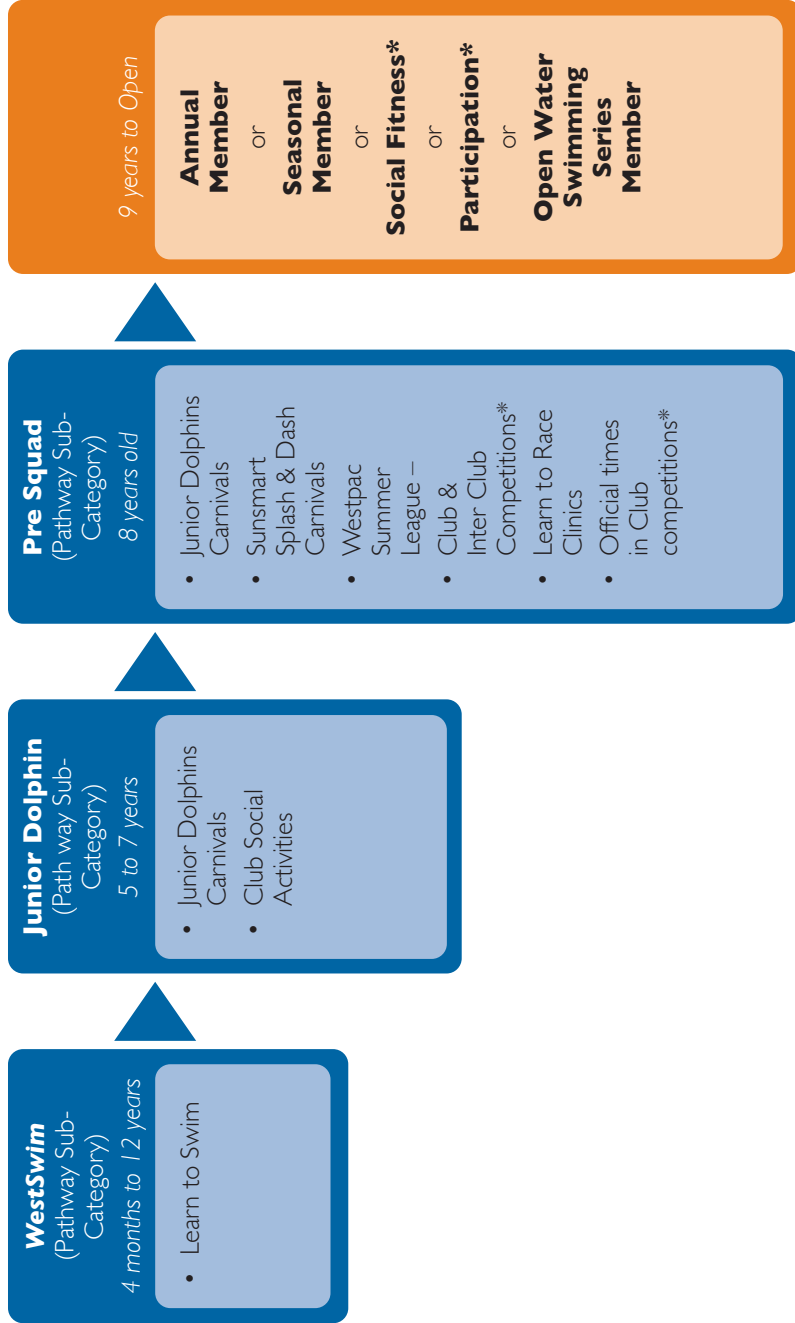
Carnivals

Competition

Swimming for Life



Swimming WA Membership Pathway



*SWA Club Sanctioned Meets not eligible

Swimming WA Membership Benefits 2020/21

	Age & Open 13-17yrs/18+	Juniors 9-12 yrs	Participation 9 yrs +	OWS Series 9 yrs +	Social Fitness 9 yrs +	Pre Squad 8 yrs
Access to 1st class Coaches, Swim Instructors and Officials	✓	✓	✓	✓	✓	✓
Protection via Safe Sport Framework	✓	✓	✓	✓	✓	✓
Insurance	✓	✓	✓	✓	✓	✓
Swimming Australia Membership (\$28)	✓	✓	✓	✗	✗	✗
Access to Swimming Australia Sanctioned Competitions (Pool & Open Water Swimming Series)	✓	✓	✗	✗	✗	✗
Access to Swimming WA Sanctioned Competitions (Pool & Open Water Swimming Series)	✓	✓	✓* +	✓*	✓* +	✓
Access to Swimming WA Events or Competition	✓	✓	✓*	✗	✗	✗
Summer & Winter Almanacs	✓	✓	✓	✗	✗	✗
Monthly E-Newsletter	✓	✓	✓	✓	✓	✓
Birthday E-Card	✓	✓	✓	✓	✓	✓
SunSmart Splash & Dash Carnivals (9 - 11 yrs only)	✓	✓	✓	✗	✗	✓
Westpac Summer League	✓	✓	✗	✗	✗	✓
Junior Dolphin Carnivals (5 - 8 yrs only)	✗	✗	✗	✗	✗	✓
Apparel (e.g. polo shirt)	✗	✗	✗	✗	✗	✓

* Club Sanctioned Meets not eligible

+Club Premierships & Country Pennants

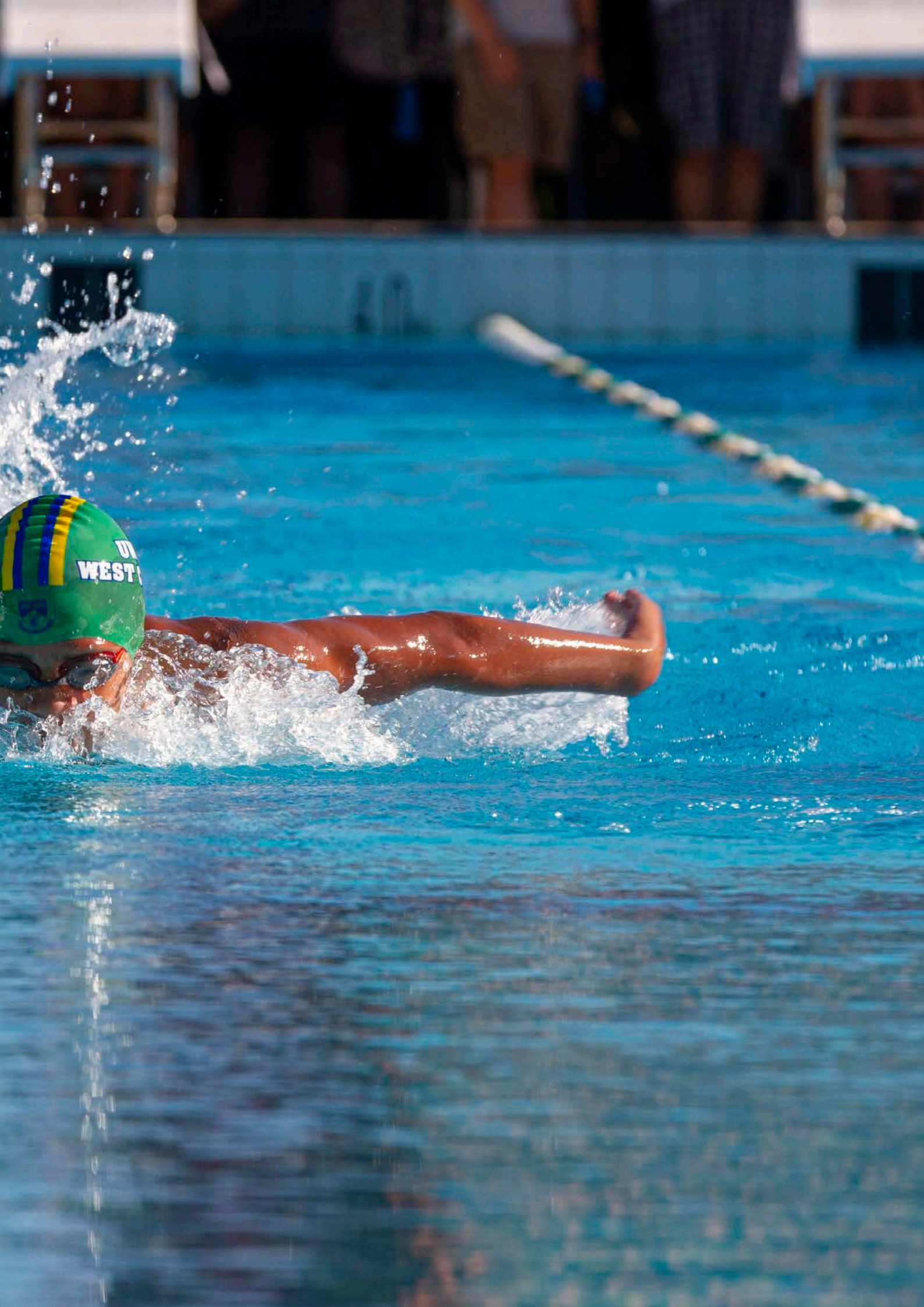
Jr Dolphin 7 - 5 yrs	Coach	Technical Offical	Club Committee	Parent / Supporter	SWA Life Member	Individual
✓	✓	✓	✓	✓	✓	✓
✓	✓	✓	✓	✓	✓	✓
✓	✓	✓	✓	✓	✓	✓
×	×	×	×	×	×	×
×	×	×	×	×	×	×
×	✓	✓	✓	✓	✓	✓
×	✓	✓	✓	✓	✓	✓
×	✓	✓	✓	×	×	✓
✓	✓	✓	✓	✓	✓	✓
✓	×	×	×	×	×	×
×	×	×	×	×	×	×
×	×	×	×	×	×	×
✓	×	×	×	×	×	×
✓	×	✓	×	×	×	×



Affiliation Package

2020/21 Annual Regional and Metropolitan
Club Affiliation Package

2020/21 Annual Region Association
Affiliation Package



2020/21 Annual Regional and Metropolitan Club Affiliation Package

Swimming WA is committed to ensuring all Clubs are affiliated by 26 June 2020. Swimming WA Clubs must have all affiliation forms completed, policy declarations signed and provide Swimming WA with an updated Club financial statement, a Club and Coach agreement and Club affiliation fee no later than 26 June 2020.

Failure to return these documents to Swimming WA, could result in your Club failing to affiliate for the 2020/21 season, which will affect your Members' ability to enter competitions.

If your Club also does not meet the minimum Membership affiliation requirements (all Members registered with Swimming WA), your Club could also fail to affiliate. As per clause 5.2(b) of the Swimming WA Board by-laws and policies, regional Clubs must have a minimum of 12 Annual/Seasonal Members (excluding Junior Dolphins Members) and 8 non-swimmer Members. Metropolitan Clubs must have a minimum of 25 Annual/Seasonal Members (excluding Junior Dolphins Members) and 12 non-swimmer Members.

Club Details (for all enquiries)

Name of Club

Seasonal Club (please tick)

Regional Club (please tick)

Metropolitan Club (please tick)

Our AGM is to be / was conducted on / / 20__

Postal address of Club

Suburb

State

Postcode

Contact phone number

Email

Training venue/s

Centre Manager's name

Contact phone number of Centre Manager

Club Member Protection Information Officer and contact

Club Committee Details

Current Club Committee Member details must be used when filling out this form

All persons listed on this form must be Members of Swimming WA with the Swimming WA Club Committee Membership and details entered into Club Contacts in the database.

Working with Children Check: Only those Members on the Committee who do not have children who are Members of the Club, need to supply their Working with Children Check card number and expiry date.

Existing President or New President (please circle)

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / / 20__

Club Committee Details cont.

Vice President

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Secretary

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Treasurer

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Registrar

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Delegate

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Proxy Delegate

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Membership Database Access

Access 1

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Access 2

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Coaching Staff

Coach 1

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Coach 2

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Coach 3

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Coach 4

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Coaching Staff

Coach 5

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Coach 6

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Declaration

1. **As authorised by the** **Swimming Club Inc. I acknowledge** that acceptance of this application for Membership to Swimming WA, will operate as an agreement binding upon the Club to abide by all the provisions of the rules, regulations and codes of conduct and governing documents of Swimming WA, and to accept and enforce all its decisions and to be bound by the Constitution, rules and by-laws (as amended from time to time) of Swimming WA, Swimming Australia Limited and FINA.
2. **I authorise** Swimming WA to use and disclose to related and relevant bodies any of our Club information that may be necessary to implement the rules, regulations and policies referred to above.
3. **I agree** to have our Club name and contact details published in: official programmes, newsletters and/or websites or other media material that Swimming WA publishes.
4. **I agree** to have our Club participate in the Club Premierships (Metro Clubs) and understand this is a compulsory requirement of the Club's affiliation.
5. **I understand** the strong emphasis placed on all Regional Clubs to participate in Country Pennants.
6. **I have provided the information required and signed this form on behalf of my Club.** I warrant that all information provided is true and correct.
7. **Swimming WA has a Privacy policy** and that the information that I have provided is necessary for the objectives of Swimming WA. I acknowledge and agree that the information will be disclosed to my Club and Swimming WA and will only be used for the objects of Swimming WA and to provide our Club with Membership services. By registering our Members with Swimming WA we are confirming that Swimming WA have written authority from the Members that they can use their details, publish stories and photos on the Swimming WA website.
8. If the required information is not provided our Membership application may be rejected.
9. **I have read, understood, acknowledge and agree** to the above declaration. I acknowledge that if our application for Membership is successful we will be entitled to all benefits, advantages, privileges and services of Swimming WA affiliation.
10. **If there are any changes to Coaching staff at any time,** please provide a new declaration and Working with Children check for new Coaching staff.

Checklist

To ensure your application is processed quickly, please ensure the following information is attached with your application for Membership:

- Affiliation fee paid – cheque/money order/credit card/direct deposit
- All outstanding money owed to Swimming WA paid
- All committee Members are Swimming WA Members with the relevant Swimming WA Club Committee Membership
- Forms submitted
- Club/Coach agreement
- Recent annual report including financial statement attached*
- Policy Declaration Statement signed

*A financial statement shall be provided in writing to the CEO at the time of affiliation or within three months of close of the financial year. This can be undertaken by a competent and independent person presenting an independent opinion by providing a written declaration on the Club's financial position for the preceding financial year.

Failure to forward this financial statement within the defined period shall result in the body's re-affiliation being suspended, thereby negating rights and benefits to which it is entitled to under the Constitution.

Application

On behalf of the Members of the Swimming Club Inc., I acknowledge that I have read, understood, and agree to the declaration and conditions of Membership. I warrant that all information provided is true and correct.

We hereby apply for affiliation to Swimming WA for the 2020/21 season.

Name

Position

Signature

Date

**THE CLUB AFFILIATION FEE IS DUE BY 26 JUNE 2020.
A LATE PROCESSING FEE OF \$110 IS PAYABLE FOR FEES PAID AFTER 26 JUNE 2020**

Policy Declaration

Name of Club

Address of Club

Contact phone number

I confirm that the Swimming Club Inc. fully complies with the Swimming Australia Ltd/Swimming WA Safe Sport Framework.

Name of Club President

Signed by Club President

Date

Please complete the section above and return it to;

Membership and Administration Officer

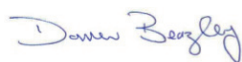
Email: waswim@wa.swimming.org.au

Post: PO Box 205, Leederville WA 6903

Should you have any questions about this issue or have concerns about the level of compliance of your Club with these Policies, please do not hesitate to contact me in the office.

Thank you for your continued support of Swimming in Western Australia.

Sincerely,



Darren Beazley

Chief Executive Officer

Mutual Obligations

Swimming WA Membership/Affiliation – Mutual Obligations

As the State body for swimming in Western Australia, Swimming WA is committed to growing and strengthening the sport in our State. Swimming WA is one of the leading sporting organisations in Western Australia, representing 85 Clubs and more than 12,320 Members across the State.

Since it was founded in 1902, Swimming WA has benefited greatly from the service, visionary contributions, integrity, and philanthropy of many volunteers, supporters and businesses. This generosity has helped serve current and past generations of Western Australians.

Our vision is to establish swimming as the premier summer sport in the State by making it an essential part of the Western Australian way of life. In order to achieve this, Swimming WA will be equipped with the resources to inspire our swimmers and enable our Clubs to achieve excellence in the sport of swimming. Such achievement relies on a positive and open relationship with its Members. Therefore, Swimming WA would like to clarify expectations and commitments to our Membership, their associated Clubs and organisations, and vice versa:

Swimming WA will:

1. Energetically and consistently work to sustain and advance Swimming WA's mission and vision through integrity, values, purpose, quality and reputation;
2. Actively grow participation in the sport of swimming in Western Australia;
3. Support and enhance the sustainability of Swimming WA and its Clubs providing guidelines, resources and tools to assist with excellence in governance;
4. Align infrastructure development and access with growth in participation;
5. Deliver competition Meets and corporate events to the highest standards;
6. Support and sustain high performance by WA swimmers, Coaches and officials;
7. Progressively and inclusively lead swimming and other aquatics sports in WA through lobbying and excellence in governance and management.

In return, Swimming WA Clubs will support Swimming WA by:

1. Adhering to the Swimming WA/Swimming Australia Limited (SAL) policies. In particular, Club Committee Members should be fully informed of the responsibilities of the following three policies:
 - Safe Sport Framework;
 - Privacy policy and;
 - Gambling, Betting and Match Fixing policy.

These policies and the procedural information on compliance with such policies may be found on the Club Resources page of the Swimming WA website:

2. Act as ambassadors of the sport conducting ourselves in word, and deed – whether as Committee Members, volunteers or swimmers. Swimming WA Members are bound by the Swimming Australia Codes of Conduct, which again can be found on the above website.
3. Club Presidents are expected to actively engage in the Annual General Meeting, quarterly Presidents' forums, Annual Swimming WA Conference and the Westpac Swimmer of the Year Awards. Club Presidents have a duty to be fully informed in the contents of the Annual Report and the Swimming WA Board's recommendations.
4. Willingly interact and participate in all Swimming WA initiatives, creating a strong collaborative relationship between the Membership and its Association. This includes compulsory participation in Club Premierships from all Metro Clubs and a strong emphasis for all Regional Clubs to participate in Country Pennants.
5. Clubs have a responsibility to resolve complaints and disputes involving them, or their Members, and associated organisations or businesses effectively, and in accordance with Swimming WA/Swimming Australia policies. Clubs commit to minimise the adverse effects on all; and as far as possible, ensuring a positive outcome for all concerned.
6. We are aware that you, our Club volunteers, have significant time constraints. Therefore, a simple statement addressing your Club's commitment to abiding by the Swimming Australia/Swimming WA current policies will ensure compliance for your Club. The published procedures and information will provide your Club with a step-by-step guide through the policy to enable easy adoption.

Checklist for Clubs

Swimming WA have provided a checklist for Club administrators to carefully consider leading into the 2020/21 season. Swimming WA are committed to assist and support Clubs in establishing strong governance practices, leading to strong stability and a positive direction for your Club in the future.

Swimming Australia Ltd (SAL) also has an online 'Club Health Checklist' for all Swimming Clubs in Australia.

- The Club's Constitution has been reviewed, updated and provided to Swimming WA
- The Club has an updated Strategic Plan and has been provided to Swimming WA as well as updated online by 26 June 2020
- The Club has a Member Code of Conduct that is signed by all new Members
- The Club makes all Swimming WA and Club policies and procedures easily accessible to all Members
- The Club has a Member Protection Information Officer (MPIO) representative
- The Club has a Complaint Management Policy and an accessible procedure that Members and Club administrators can follow
- The Club has a complaint management record file
- The Club has an accurate and up to date Working with Children Check (WWCC) register
- The Club provides all Members of the executive committee contact details, including clearly defined tasks
- The Club President or Club administrators actively engage with Swimming WA Club Presidents' forums, workshops and the Swimming WA Conference
- The Club actively seeks sponsorships to assist with financial operations
- The Club has a written agreement with the training venue
- The Club has a written agreement with the Coaches
- The Club Coaches are accredited with ASCTA and are Swimming WA Members
- The Club actively communicates to its Members via newsletters/social media and has an active website
- The Club has a designated person to manage the Club website
- The Club runs active social activities, including fundraisers and Club nights/Club Championships
- The Club has a designated person to 'welcome' new Members
- The Club has an 'Inclusion' policy, ensuring all are welcome into the Club no matter their age, sex, gender or ability
- The Club offers a clear development pathway and caters for all swimmers
- Club tool kit on premise for reference
- The Club has a minimum of three committee Members (President, Registrar and Secretary)

Swimming WA are dedicated to assist and provide opportunities to Club administrators and volunteers to improve leadership and Club operations that will increase participation and provide a positive future for our sport.

Please outline 1-2 key Club operational practices that your Club needs Swimming WA support and assistance with in the 2020/21 season.

1.

2.



2020/21 Annual Regional Association Affiliation Package

Swimming WA is committed to ensuring all Region Associations are affiliated at the start of the 2020/21 season. If these documents are not returned to Swimming WA, this could result in the Region failing to affiliate for the 2020/21 season.

Region Details (for all enquiries)

Name of Region

Our AGM is to be / was conducted on / /20__

Postal address of Region

Suburb/town

State

Postcode

Region contact name

Contact phone number

Email

Region Committee Details

Current Committee Member details must be used when filling out his form.

All persons listed on this form must be Members of Swimming WA with the Swimming WA Club Committee Membership and details entered into Club Contacts in the database.

Working with Children Check: Only those Members on the Committee who do not have children who are Members of the Club, need to supply their Working with Children Check card number and expiry date.

Existing President or New President (please circle)

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Vice President

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Secretary

Name: (Mr / Mrs / Ms / Miss)

Phone

Email

Swimming WA Membership number

Working with Children Check number

Expiry date / /20__

Declaration

1. **As authorised by the** **Region Association, I acknowledge** that acceptance of this application for Membership to Swimming WA, will operate as an agreement binding upon the Region to abide by all the provisions of the rules, regulations and codes of conduct and governing documents of Swimming WA, and to accept and enforce all its decisions and to be bound by the constitution, rules and by-laws (as amended from time to time) of Swimming WA, Swimming Australia Limited and FINA.
2. **I authorise** Swimming WA to use and disclose to related and relevant bodies any of our Region information that may be necessary to implement the rules, regulations and policies referred to above.
3. **I agree** to have our Region name and contact details published in: official programmes, newsletters and/or websites or other media material that Swimming WA publishes.
4. **I agree** it is a compulsory requirement to have all Metro Club participate in the Club Premierships and a strong emphasis for all Regional Clubs to participate in Country Pennants.
5. **I have provided the information required and signed this form on behalf of my Region Association.** I warrant that all information provided is true and correct.
6. **Swimming WA has a Privacy policy** and that the information that I have provided is necessary for the objectives of Swimming WA. I acknowledge and agree that the information will be disclosed to my Region and Swimming WA and will only be used for the objects of Swimming WA and to provide our Region with Membership services. By registering our Members with Swimming WA we are confirming that Swimming WA have written authority from the Members that they can use their details, publish stories and photos on the Swimming WA website.
7. If the required information is not provided our affiliation application may be rejected.
8. **I have read, understood, acknowledge and agree** to the above declaration. I acknowledge that if our application for affiliation is successful we will be entitled to all benefits, advantages, privileges and services of Swimming WA affiliation.

Checklist

To ensure your application is processed quickly, please ensure the following information is attached with your application for affiliation:

- Affiliation fee paid - Cheque/money order/credit card/direct deposit
- All outstanding money owed to Swimming WA paid
- All Committee Members are Swimming WA Members
- Membership affiliation forms submitted
- Recent annual report including financial statement attached*
- Policy Declaration Statement signed

**A financial statement shall be provided in writing to the CEO at the time of affiliation or within three months of close of the financial year. This can be undertaken by a competent and independent person presenting an independent opinion by providing a written declaration on the Region's financial position for the preceding financial year.*

Failure to forward this financial statement within the defined period shall result in the body's re-affiliation being suspended, thereby negating rights and benefits to which it is entitled to under the Constitution.

Application

On behalf of the Members and Clubs of the Region Association, I acknowledge that I have read, understood, and agree to the declaration and conditions of affiliation. I warrant that all information provided is true and correct.

We hereby apply for affiliation to Swimming WA for the 2020/21 season.

Name

Position

Signature

Date

THE REGION ASSOCIATION AFFILIATION FEE IS DUE BY 26 JUNE 2020
A LATE PROCESSING FEE OF \$110 IS PAYABLE FOR FEES PAID AFTER 26 JUNE 2020

Please complete the section above and return it to;

Membership and Administration Officer

Email: waswim@wa.swimming.org.au

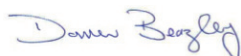
Post: PO Box 205, Leederville WA 6903

Confirmations must be completed and returned with the affiliation fees and forms.

Should you have any questions about this issue or have concerns about the level of compliance of your Region Association with these Policies, please do not hesitate to contact me in the office.

Thank you for your continued support of Swimming in Western Australia.

Sincerely,



Darren Beazley

Chief Executive Officer

Insurance

What is Public Liability Insurance?

Public Liability insurance is designed to protect you and your Club from legal and / or medical costs that arise from an incident connected to your activities.

It protects you against the financial risk of being found liable to a third party for death or injury, loss of or damage to property or 'pure economic' loss resulting from your negligence.

Liability insurance is absolutely essential to every business owner and sports Club.

What cover is typically provided within an extended Public Liability policy?

Public Liability coverage can have up to three different sections:

Public Liability – legal action against the Insured for breached duty of care.

Products Liability – legal action against the Insured for sale of faulty products.

Errors and Omissions – legal action against the Insured for negligent acts / advice.

You will generally find that you are covered in all areas as part of a standard Public Liability policy.

What cover is typically excluded from a Public Liability policy?

Gross Negligence

If your business or Club is not deemed to be a safe environment caused by deliberate neglect then your policy may become void. In this instance, you are personally liable for the financial burden of the liability claim.

Excess

Claims have an excess of \$1,000. Claims of a sexual molestation nature attracts a \$10,000 excess.

This excess is not covered by the insurance policy.

Errors and Omissions

Professional Indemnity insurance is designed to cover you in the event of a claim made against you because of professional negligence caused by mistakes, bad advice or general poor workmanship.

It provides indemnity cover if a person suffers a loss – either material, financial or physical – directly attributed to negligent acts.

Examples of Public Liability Claims

Example 1 – a sporting participant sustains a knee injury after tripping in a pothole on a sports field whilst participating in a game. He sues the Club for failing to provide a duty of care to the participants and their playing conditions.

Example 2 – a parent is walking around the pool deck and trips on an extension lead that the Club has run along the ground to power a starting machine.

He suffers personal injury and sues the Club for negligence.

For any questions about your insurance coverage, please don't hesitate to call the Association in the first instance on (08)9325 4599

Club Portal link:

What is Negligence?

Negligence is doing something without a reasonable amount of care, or failing to do something which might reasonably have been done to prevent the incident.

Certificate of Currency

You can obtain a copy of your Certificate of Currency (to confirm your Public Liability insurance) by visiting the JLT Sport website at www.jltsport.com.au

Hot tip...

As soon as an incident occurs that could result in a potential claim, contact JLT Sport and we can provide assistance with the claims process.

Did you know....

A Public Liability policy protects you anywhere in Australia, and in most countries overseas. But you will need to confirm this within your own policy wording.



General Advice Warning: *The information contained herein is of a general nature only, it does not take into account your individual needs or financial situation. This document must be read in conjunction with your organisation's specific coverage details and documentation including the Policy Wording and/or Product Disclosure Statement. For copies of these documents, please refer to www.jltsport.com.au.*

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Beatty Park Leisure Centre
220 Vincent Street
North Perth WA 6006

08 9328 4599
waswim@wa.swimming.org.au
wa.swimming.org.au

Facebook: facebook.com/swimwa
Instagram: [@swimwa](https://instagram.com/swimwa)
Twitter: [@swimmingwa](https://twitter.com/swimmingwa)