



**Photo / Video Permission**

Otter Swimming Club request permission to use individual & group photos &/or to record video footage for training, competition &/or promotional purposes. This permission is sought on the basis that the Swim Ireland photo & filming policy & procedures as specified in Swim Ireland Safeguarding Children Policies & Procedures 2010 (or any updates issued) will be followed. Attendance at an Otter Swimming Club event/ activity may result in participants being photographed or filmed as part of the occasion, either as an individual or as a member of a group. Participants must also accept that they may also appear in a photo or video inadvertently.

I/ We confirm that I/we understand that I/my child may be filmed &/or photographed during or as part of an Otter Swimming Club event(s)/ training session(s) and I /we consent to same.

Name of Child: \_\_\_\_\_

Signature (of parent if child under 18) : \_\_\_\_\_

Date : \_\_\_\_\_

**Code of Conduct for Young People**

*I have read (with my child) and agree to abide by the Code of Conduct (see page 3) -*

Signature of swimmer \_\_\_\_\_ (date) \_\_\_\_\_

Please print name \_\_\_\_\_

Signature of Parent/ Guardian \_\_\_\_\_

Please print name \_\_\_\_\_ Date : \_\_\_\_\_

**Code of Conduct for Parents / Guardians**

**I have read, understand & accept the terms of the Code of Conduct of Parents/Guardians (see page 4) -**

Parent's Signature: \_\_\_\_\_ Date \_\_\_\_\_

Parent Name please print \_\_\_\_\_

Swimmers Name(s): \_\_\_\_\_

\_\_\_\_\_

## **Guidelines For Young People**

Children have a great deal to gain from sport in terms of their personal development and enjoyment. The promotion of good practice in sport will depend on the co-operation of all involved, including young members of clubs. Swim Ireland wishes to provide the best possible for all young people involved in the sport. Children have rights, which must be respected, and responsibilities that they must accept. They deserve to be given enjoyable, safe sporting opportunities, free of abuse of any kind. They should be encouraged to realise that they, also, have responsibilities to treat other swimmers and sports leaders with fairness and respect.

### **Young swimmers are entitled to:**

- Be safe      Feel safe      Say No
- Be happy, have fun and enjoy their swimming activity
- Have fair play
- Be listened to and have an appropriate response
- Be afforded confidentiality.
- Be treated with dignity, sensitivity and respect
- Have a voice in the club
- Experience training and competition at an appropriate level
- Be represented at decision making bodies within their club and Swim Ireland.

### **Code of Conduct For Young People - Young swimmers should always:**

- Treat Sports Leaders who may be teachers, coaches, club officials or parents with respect
- Play fairly at all times, do their best
- Respect team members, even when things go wrong
- Respect opponents, be gracious in defeat
- Abide by the rules set down by Swim Ireland and their club.
- Talk to the Coach, Team Captains, Club Children's Officer or Committee Member if they have any problems.

### **Young swimmers should never:**

- Cheat
- Use violence
- Use physical contact that is not allowed within the rules Shout or argue with officials, team mates or opponents
- Harm team members, opponents or their property
- Bully or use bullying tactics to isolate another person
- Use unfair or bullying tactics to gain advantage
- Use bad language
- Take banned substances
- Keep secrets about any person who may have caused them harm
- Tell lies about adults / young people

## Code of Conduct for Parents / Guardians

Parents/ Guardians have the primary responsibility for the care and welfare of their children. They should encourage their children to participate in sport for fun and enjoyment and should ensure that their child's experience of sport is a positive one. **Parents should always remember that children play sport for their own enjoyment not that of the parents/guardians.**

Parents/ guardians and Leaders will ideally work in partnership to promote good practice in their club and to support all efforts to protect the children against all forms of abuse.

They should ensure that their club treats their children with fairness, respect and understanding, and that it is fulfilling its responsibility to safeguard children by ensuring the Code of Ethics and Good Practice for Children's Sport is being implemented in their club.

They should encourage their children to tell them about anyone causing them harm.

They should become aware of club procedures and policies, in particular where changes are made that affect them or their children, and be informed of all matters relating to ethics and good practice.

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

### **To assist in the promotion of good practice with the club they should:**

- Be encouraged to become members of the club and to contribute their time and effort in the daily running of the club. No club can operate successfully without their help.
- Be available for poolside duty and/or other duties if and when required, these requirements and duties should be set out under your club rules.
- Be aware of the Code of Ethics for Young People in Sport, the Swim Ireland Child Welfare Guidelines, the rules and constitution of Swim Ireland and the rules and constitution of their own club
- Be aware of the relevant Leaders and their role within the club
- Show respect for Coaches/leaders and their decisions
- Be informed of the training and/or competitive programmes
- Ensure that the environment is safe and enjoyable for your child/ren
- Encourage their child in fair play
- Behave responsibly on the pool deck and viewing areas
- Focus on their child's efforts rather than performance
- Focus on the fun and participation of their child in the activity
- Liaise with the Leaders in relation to the times/locations of training sessions, medical conditions of their children and any other requirement for their child's safety.
- Avoid communicating with coach during sessions, organise time to speak to them outside these times
- Out of courtesy, if possible, inform the coach if their child will not be attending sessions
- Have a right to have their comments and suggestions considered and their complaints acknowledged and dealt with as they arise through an effective and confidential complaints procedure.
- Accept that a swimming club is not a baby-sitting service
- Be responsible for their children's safety, including delivering and collecting from swimming from the time the coaching session starts and immediately after it ends.
- Not leave their children waiting unsupervised at the pool at any time.
- Ensure their children are always in possession of direct contact information should this be required for any reason.
- Adhere to rules/guidelines in relation to the possession and use of mobile phones, picture mobiles, cameras and video cameras.
- Adhere to rules and regulations of the Otter Swimming Club.



# Membership Form



Swim Ireland Number if existing member

Club ID:	<input type="text"/>
Title:	<input type="text"/>
First Name:	<input type="text"/>
Middle Name:	<input type="text"/>
Surname:	<input type="text"/>
Date of Birth:	<input type="text"/>
Family Head ID:	<input type="text"/>
Phone:	<input type="text"/>
Mobile:	<input type="text"/>

Club Name:	<input type="text"/>
Gender:	<input type="text"/>
Address 1:	<input type="text"/>
Address 2:	<input type="text"/>
Address 3:	<input type="text"/>
Town:	<input type="text"/>
County:	<input type="text"/>
Country:	<input type="text"/>
Email:	<input type="text"/>

Please Tick here if this person is a head of family

If not can you enter the ID of the head of their family (U21)

### Roles:

- |                    |              |
|--------------------|--------------|
| Chairperson        | Head Coach   |
| Secretary          | Coach        |
| Treasurer          | Teacher      |
| Designated Person  | Team Manager |
| Children's Officer | Official     |
| Committee Member   |              |

### Disciplines:

- |                       |            |                |
|-----------------------|------------|----------------|
| Swimming              | Competitor | Non-Competitor |
| Water Polo            |            |                |
| Diving                |            |                |
| Masters               |            |                |
| Open Water            |            |                |
| Synchronised Swimming |            |                |

Yes No

Do you agree to abide by the Safeguarding Children Policies and Procedures and rules of Swim Ireland and Club?

Do you agree to abide by the code of conduct as laid out by Swim Ireland and Club?

Have you ever been asked to leave a sporting organisation? (If you have answered yes, we will contact you in confidence)

Have you ever been convicted of a criminal offence or been the subject of a caution; a Bound Over Order; or are you at present the subject of criminal investigations?

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(If the Application is for an under 18 then the parent must also sign)

Parent's Signature: \_\_\_\_\_!

By signing this form you give your club secretary permission to enter your details onto the Swim Ireland online database. Please remember that the information you are sending to Swim Ireland Head Office through this form is personal data and must be treated in accordance with the Data Protection Acts, 1988 and 2003. Please read your club's data protection policy for further information.

### Declaration of Club Secretary:

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

Club Secretary: Signature: \_\_\_\_\_ Name: \_\_\_\_\_

For all NEW members this form must be printed, signed and the hard copy kept by the club for official records. \*Please note evidence that the club are holding these forms in a safe and secure location will form part of the Club Mark process.

It is your responsibility as club secretary for ensuring the accuracy and validity of the information that you submit using this form and



## Transfer Form

I \_\_\_\_\_

SI Registration Number \_\_\_\_\_

Date of Birth \_\_\_\_\_

Of (Address) \_\_\_\_\_

\_\_\_\_\_

Wish to transfer

from \_\_\_\_\_ Club

to \_\_\_\_\_ Club

Signature: \_\_\_\_\_

Signature of parent if U18: \_\_\_\_\_

Date: \_\_\_\_\_

On behalf of the present/former club, we have no objections to the transfer of this member.

Signed: \_\_\_\_\_ (Secretary) Date: \_\_\_\_\_

On behalf of the intended club, we request that the Swim Ireland sanction this transfer.

Signed: \_\_\_\_\_ (Secretary) Date: \_\_\_\_\_

This Swim Ireland Transfer form must be completed and returned to the Swim Ireland office together with the relevant transfer fee (£5/€6)