



## Membership Form

### Swimmer's Details

Surname: \_\_\_\_\_

First Name(s): \_\_\_\_\_

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

Gender: \_\_\_\_\_

Address: \_\_\_\_\_ , \_\_\_\_\_

### Emergency contact details:

Contact 1 Name \_\_\_\_\_ Contact 2 Name \_\_\_\_\_

Contact 1 Telephone \_\_\_\_\_ Contact 2 Telephone \_\_\_\_\_

### ALL SWIMMERS / MEMBERS

Home Phone Number: \_\_\_\_\_

Mail (Parent's email if swimmer under 18): \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Ethnicity i.e. White British/Mixed White & Asian/ Black Caribbean \_\_\_\_\_

Country of Representation \_\_\_\_\_

Is this the only swimming club you are a member of? Yes / No

Name of any other club \_\_\_\_\_

Please also complete the following forms attached:

1. Medical information form
2. Photography consent or refusal of consent form
3. The members' Code of Conduct
4. Parent's Code of Conduct

**I acknowledge receipt of the rules of Warminster & District Amateur Swimming Club and confirm my understanding and acceptance that such rules (as amended from time to time) shall govern my membership of the Club. I further acknowledge and accept the responsibilities of membership upon members as set out in these rules.**

Signed\*: \_\_\_\_\_ Date: \_\_\_\_\_

\*Signed by the parent, or a person having parental responsibility for the member, if under 18 years of age



## Medical Information Form

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

Name of member	Date of birth

<p>The Equality Act 2010 defines a disabled person as anyone with a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on his or her ability to carry out normal daily activities.</p>		
<p>Do you consider this child to have an impairment?</p>		<p>Yes      No</p>
<p>If yes, what is the nature of their disability?</p>		
<p>Visual impairment</p>	<p>Learning disability</p>	<p>Hearing impairment</p>
<p>Physical disability (specify)</p>	<p>Multiple disability</p>	<p>Other (please</p>
<p><b>Medical information</b>            Please detail below any important medical information that our organisation needs to know. Such as allergies, medical conditions e.g. asthma, epilepsy, orthopaedic problems, any current medication, special dietary requirements and/or any injuries.</p>		
<p>Name of child's doctor and surgery</p>		
<p>Doctor's phone number</p>		

I understand that, in compliance with the Data Protection Act 2018 and General Data Protection Regulation (GDPR), all efforts will be made to ensure that this information is accurate, kept up to date and secure and that it is used only in connection with the purpose and activities of the organisation. Information will not be kept once a person is no longer a member of the organisation. The information will be disclosed only to those members of the organisation for whom it is appropriate and relevant officers of Swim England or British Swimming



## Medical Information Part 2

Signed (Member) \_\_\_\_\_ Date:

Signature of Parent/Guardian (if member is under 18 years)

For parents/guardian of members under 18 years:

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

I, \_\_\_\_\_ being the parent/guardian of the above named child hereby give permission for the coach or team manager to give the immediately necessary authority on my behalf for any medical or surgical treatment recommended by competent medical authorities, where it would be contrary to my son/daughter's interest, in the doctor's medical opinion, for any delay to be incurred by seeking my personal consent.

Signature of consent by parent/guardian:

Print full name: \_\_\_\_\_

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



## Child Photography Parental Consent Form

Note: this form must be read and completed after reading the Swim England Photography Guidance, this can be found at <http://www.swimming.org>

Warminster & District ASC may wish to take photographs of members under the age of 18 that may include your child organisation. All photographs will be taken and published in accordance with the Photography Guidance Warminster & District ASC require all photographs.



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

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

Take photographs to use on the organisation's secure website: Consent given/Consent refused\*

Take photographs to use on the club's social networking sites: Consent given/Consent refused\*

Take photographs to include with newspaper articles: Consent given/Consent refused\*

Take photographs to use on the organisation's notice boards: Consent given/Consent refused\*

Filming for training purposes only: Consent given/Consent refused\*

Employ a professional photographer (approved by the organisation)

who will take photographs in competitions/galas/meets/events: Consent given/Consent refused\*

\*Delete as appropriate

Signed (parent/guardian): \_\_\_\_\_

Print name: \_\_\_\_\_

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



## Child Photography Refusal of Consent Form

Name of child:

Date of birth:

I refuse permission for the taking and/or publication of **any** images of my child by Warminster & District ASC appointed photographer(s) in respect of swimming associated activity.

Signed (parent/guardian):

Print name: \_\_\_\_\_

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



## Photography Consent Form (For Swimmers over 18)

Note: this form must be read and completed after reading the Swim England Photography Guidance, this can be found at <http://www.swimming.org>

Warminster & District ASC may wish to take photographs of members during their membership of the organisation. All photographs will be taken and published in line with the Swim England Photography Guidance Warminster & District ASC requires consent to take and use all photographs.

Swimmers have a right to refuse agreement to being photographed.

Please complete the form below:

Please note you can withdraw your consent in writing to the welfare officer at any time should you wish to.

Take photographs to use on the organisation's secure website: Consent given/Consent refused\*

Take photographs to use on the club's social networking sites: Consent given/Consent refused\*

Take photographs to include with newspaper articles: Consent given/Consent refused\*

Take photographs to use on the organisation's notice boards: Consent given/Consent refused\*

Filming for training purposes only: Consent given/Consent refused\*

Employ a professional photographer (approved by the organisation)  
who will take photographs in competitions/galas/meets/events: Consent given/Consent refused\*

\*Delete as appropriate

Signed: \_\_\_\_\_

Print name: \_\_\_\_\_

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



## Photography Refusal of Consent Form (for swimmers over 18)

Name of member:

I refuse permission for the taking and/or publication of **any** images of me by Warminster & District ASC appointed photographer(s) in respect of swimming associated activity.

Signed: \_\_\_\_\_

Print name: \_\_\_\_\_

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



## Member's Code of Conduct

### General behaviour

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

### Training

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

11. I will not skip lengths or sets – to do so means I would only be cheating myself.
12. I will think about what I am doing during training, and if I have any problems, I will discuss them with my coach at an appropriate time.
13. If I have any problems with the behaviour of fellow members, I will report them at the time to an appropriate adult.

### Competitions

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

Signed: \_\_\_\_\_

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







## Parent's Code of Conduct

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

### The organisation will:

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

### You have a right to:

1. Make a complaint to the organisation if you feel the organisation or a member of the organisation is not acting appropriately or in accordance with ASA/organisation rules and regulations. Details of how to do this can be obtained from the welfare officer.
2. Make a complaint on behalf of your child to the ASA Office of Judicial Administration.

Signed: \_\_\_\_\_

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



## Contact Permission

We want to be able to update you with information on club news, competitions, social events, changes to club sessions and any latest information by email.

The personal information you have provided us will help us to deliver, develop and communicate club news more effectively in addition to the club noticeboard and social media sites.

We will always treat your personal details with discretion and care and we will never pass on your details to other companies for marketing purposes.

Please tick to confirm you would like to receive club updates or not by selecting one of the following options:

Yes please, I'd like to hear about club news and events via email

No thanks, I don't want to hear about club news and events via email

**We will hold an annual AGM which all members are invited to attend. We will give notice of the date, time and place and send a list of nominees for the committee posts, and an agenda 14 days before the meeting. The Secretary may distribute these materials by email or similar form of communication. A notice will also be displayed on the club notice board.**

**Please complete, sign and return all membership forms to the Secretary/Membership Officer via a member of the coaching team or committee.**