**City of Liverpool Swimming & Water Polo Club**

**Membership Pack 2024**

**PAYMENTS BY BANK TRANSFER ONLY**

**Cash & Cheques will not be accepted.**

**NEW MEMBERS**

Return completed pack to - [colscmembershipsecretary@gmail.com](mailto:colscmembershipsecretary@gmail.com)

If you are a member of another club it is expected that you will inform your “home” club of your intention to join COLSC, and that you remain a member of your “home” club after joining COLSC.

**MEMBERSHIP RENEWALS**

To renew with NO CHANGES to your existing information

Payment only required

There is no need to return the membership pack

To renew and NOTIFY CHANGES to your existing information

Please make payment and return membership pack

**RENEWAL FEES DUE BY**

**Friday 16th February 2024**

In paying to renew your membership you are confirming you have read, and agree to abide by the “City of Liverpool Swimming & Water Polo Club” codes of conduct, policies and rules, and confirm your understanding and acceptance that such rules (as amended from time to time) shall govern your membership of the Club. You further acknowledge and accept the responsibilities of membership upon members as set out in the rules.

**If**

**“City of Liverpool SC”**

**IS NOT**

**your longest serving club**

**PAY THIS FEE**

**If**

**“City of Liverpool SC”**

**IS**

**your longest serving club**

**PAY THIS FEE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SE**  **Membership Category** | **Swim England**  **Category Description** | **COLSC**  **Membership Fee** | **Swim England Fee** | **TOTAL Fee** |
| **Club Compete**  **(Cat 2)** | Club Compete Membership is for individuals who are part of a club and looking to compete in any discipline in open competitions. | **£10.00** | **£39.70** | **£49.70** |
| **Club Support**  **(Cat 3)** | Club Support membership is for anyone involved in a club who isn’t covered by [**Club Train**](https://www.swimming.org/members/category-one-club-membership/) or [**Club Compete**](https://www.swimming.org/members/category-two-club-membership/). | **£10.00** | **£13.00** | **£23.00** |

**PAYMENT BY BANK TRANSFER ONLY TO:**

**A/C Name: “City of Liverpool Swimming Club”**

**Sort Code: 20-50-82**

**Account No: 80262757**

**Reference: “*SE Number/ Name*”**

**Please ensure you include the *“SE number/ swimmers name”***

**RENEWAL FEES MUST BE RECEIVED BY**

**Friday 17th February 2023**

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| **City of Liverpool Swimming & Water Polo Club Membership Form** | | | | | | | | | | | | | | | | | | | | | | | |
| **Swim England and City of Liverpool Swimming Club Privacy Policies are available at:** <http://colsc.weebly.com> | | | | | | | | | | | | | | | | | | | | | | | |
| **Please return completed forms to:** [**colscmembershipsecretary@gmail.com**](mailto:colscmembershipsecretary@gmail.com) | | | | | | | | | | | | | | | | | | | | | | | |
| **APPLICANTS DETAILS** | | | | | | | | | | | | | | | | | | | | | | | |
| Membership Number | |  | | | | | | | | Please provide if you have existing SE membership number | | | | | | | | | | | | | |
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| Membership Category |  | | | | | | | | **Club Train:** Swimmers who do not compete in “Open” competitions  **Club Compete:** Swimmers who compete in “Open” competitions  **Club Support:** Non swimming members | | | | | | | | | | | | | | |
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| Activity | Swimmer | | | |  | Water Polo | | | | |  | Official/Volunteer | | | | | |  |  | | | | |
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| Title |  | | | | | | | | | | Mr/Miss/ Ms/ Other | | | | | | | | | | | | |
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| First Name |  | | | | | | | | | |  | | | | | | | | | | | | |
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| Initials |  | | | | | | | | | | Initials of your first and middle name/s | | | | | | | | | | | | |
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| Surname |  | | | | | | | | | |  | | | | | | | | | | | | |
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| Known As |  | | | | | | | | | | Please provide if different from “First Name” | | | | | | | | | | | | |
|  |  | | | |  | | |  | | |  | | |  | | |  | | |  | | | |
| Date of Birth |  | | | | | | | | | | dd/mm/yyyy | | | | | | | | | | | | |
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| Postcode |  | | | | | | | | | |  | | | | | | | | | | | | |
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| Address |  | | | | | | | | | | | | |  | | |  | | |  | | | |
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| Town |  | | | | | | | | | | | | |  | | |  | | |  | | | |
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| County |  | | | | | | | | | | | | |  | | |  | | |  | | | |
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| Home Telephone |  | | | | | | | | | | | |  | |  | If 2 numbers entered please | | | | | | | |
|  |  | | | |  | | |  | | |  | | |  | | |  | | |  | | | |
| Mobile Telephone |  | | | | | | | | | | | |  | |  | indicate main number in box | | | | | | |
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| **If the applicant is under 18 DO NOT provide the applicants e-mail address.**  **For applicants under 18 a parent’s e-mail must be provided.** | | | | | | | | | | | | | | | | | | | | |
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| Home email |  | | | | | | | | | | | | |  | | | | | | |
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| Parent email |  | | | | | | | | | | | | |  | | | | | | |
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| Competition Eligibility Category  **Please select** | | | | **Female/ Open** | | | **Female:** Athletes with a birth sex of female  **Open:** Athletes with a birth sex of male, transgender or non-binary competitors or any competitor not eligible for the female category | | | | | | | | | | | | | | |
|  |  | | | |  | | |  | | |  | | |  | | |  | | |  | | | |
| Country of Representation | | |  | | | | | | | | | | | Eg. England/ Scotland/ Wales | | | | | | | | | |

**Medical information form**

**To be completed by parents/carers of members under 18 years**

It may be essential at some time for the club to have the necessary authority to obtain any urgent medical treatment for your child whilst they train, compete or take part in activities with City of Liverpool Swimming & Water Polo Club.

Would you therefore please complete the details on this form and sign below to give your consent.

|  |  |
| --- | --- |
| **Emergency Contact 1**  (name, number and relationship to member) |  |
| **Emergency Contact 2**  (name, number and relationship to member) |  |

One of the above numbers must be a mobile number, and if we cannot contact you on the numbers above please nominate a further emergency contacts:

|  |  |
| --- | --- |
| **Medical information** (Please include any primary and secondary disabilities. All disclosures will be kept confidential and only shared when appropriate to do so*)* | |
|  | |
| **Allergies** |  |
| **Medication** |  |

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| **Additional Information**  Please include information you believe is relevant to help provide you with a positive experience.  Eg: previous swimming experience, reasonable adjustments you require, gender pronouns, nickname | |  | |
| **Is this the only club that the swimmer is a member of?** | Yes / No | **Other Club** |  |

I, being the parent/guardian of the above named child hereby consent to the use of this information by City of Liverpool Swimming & Water Polo Club for the protection and safeguarding of my child’s health. I also give permission for the Coach, Team Manager or other Club Officer to give the immediate necessary authority on my behalf for any medical or surgical treatment recommended by competent medical authorities, where it would be contrary to my son’s/daughter’s interest, in the doctor’s medical opinion, for any delay to be incurred by seeking my personal consent.

I understand that City of Liverpool Swimming & Water Polo Club may still have a lawful need to use this information for such purposes even if I later seek to withdraw this consent.

|  |  |
| --- | --- |
| **Signature of consent by parent/guardian** |  |
| **Print full name** |  |
| **Date** |  |

City of Liverpool Swimming & Water Polo Club will use your personal data for the purpose of your child’s involvement in training, activities or competitions with City of Liverpool Swimming & Water Polo Club.

For further details of how we process your personal data or your child’s personal data please view our Privacy Policy at: <http://colsc.weebly.com>

# Swim England Code of Ethics

**To be completed by all members and parents/ guardians of members under 18 years**

# Terms of Reference

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

# Swim England Code of Ethics

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

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

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I confirm that I have read, and agree to abide by the code of conduct and the club policies.

I acknowledge receipt of the rules of City of Liverpool Swimming & Water Polo 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.

Name: ***Please use BLOCK CAPITALS***

Signature Signature

Of Child Parent/ Date

Guardian

**City of Liverpool Swimming & Water Polo Club**

**Code of Conduct for Children**

This Code of Conduct should be read in conjunction with the swim England Code of Ethics.

**To be completed by members and parents/ guardians of members under 18 years**

As a member of our club, we understand you have the right to:

* Enjoy the time you spend with us and know that you are safe.
* Be told who you can talk to if something’s not right.
* Be listened to.
* Be involved and contribute towards decisions within the club or activity.
* Be respected by us and other team members and be treated fairly.
* Feel welcomed, valued and not judged based on your race, gender, sexuality, faith or ability.
* Be encouraged and develop your swimming, para-swimming and water polo skills with our help and support.
* Be looked after if there’s an accident or injury and have your parents/guardians informed, where appropriate.

As a member of our club or activity we expect you to:

**Essentials**

1. Keep yourself safe by listening to your coach or teacher, behave responsibly and speak out when something isn’t right.
2. Take care of our equipment and premises as if they were your own.
3. Make it to training and competitions on time and if you’re running late, let a member of the club know.
4. Make your coach or teacher aware if you have any difficulties attending training or competitions.
5. Not wander off, or leave training or a competition without telling your coach, teacher or team manager.
6. Bring the right kit to training and competitions.
7. Follow the rules of the club, squad or activity at all times.
8. Respect the privacy of others especially in the changing rooms.
9. Not use any mobile device, at any time, in the changing areas.

**Behaviour**

1. Make our club and activity a fun, happy, friendly and welcoming place to be.
2. Respect and celebrate difference in our club or activity and not discriminate against anyone else on the grounds of age, gender, race, sexual orientation, faith or ability.
3. Understand that the use of abusive or inappropriate language, bullying, physical violence or any other behaviour which hurts others will not be tolerated by the club.
4. Not use any device to take photographs or footage of others in the changing rooms or cubicles.
5. Report any concerns you have about others taking photographs or footage of others in the changing rooms or poolside.
6. Understand that poor behaviour may result in the club taking disciplinary action against you. Any behaviour which may be a criminal offence will be reported to police by the club.
7. Report any incidents of bullying or unkind behaviour to the club, even if you’re just a witness.
8. Treat other children with respect and appreciate that everyone has a different level of skill or talent.
9. Support and encourage your team mates, tell them when they’ve done well and be there for them when they are struggling.
10. Respect the children and adults competing for other teams at competitions.
11. Respect the committee members, coaching and teaching team and all volunteer helpers at the club.
12. Get involved in club decisions, it’s your sport too.

**Breaches of this Code of Conduct may result in disciplinary action being taken against you by the club committee**

Name: ***Please use BLOCK CAPITALS***

Signatures Parent/: Date

Swimmer: Guardian:

Wavepower 2020–23 sec 2.3 Page 60**City of Liverpool Swimming & Water Polo Club**

**Code of Conduct for Parent’s or Guardians**

This Code of Conduct should be read in conjunction with the swim England Code of Ethics

**To be completed by all members and parents/ guardians of members under 18 years**

As a parent/guardian of a club member we understand you have the right to:

* Be assured that your child is safeguarded during their time with us.
* Know how to access our club policies, rules and procedures.
* Know who the Welfare Officer is and how to contact them.
* Know that any concerns about your child’s welfare will be listened to and responded to.
* Know what qualifications and training those with responsibility for your child have.
* Be informed of problems or concerns relating to your child, where appropriate.
* Know the procedure should your child be involved in an accident or become injured.
* Provide your consent or otherwise for photography and trips away.
* Make a complaint to the club committee or Welfare Officer (as appropriate).

As a parent/guardian of a club member we expect you to:

**Essentials**

1. Make sure your child has the right kit for training and competitions as well as enough food and drink.
2. Ensure your child arrives to sessions on time and is picked up promptly.
3. Inform us if you’re running late to collect your child or if your child is going home with someone else.
4. Complete all consent, contact and medical forms and update us straight away if anything changes.
5. Maintain a good relationship with your child’s coach or teacher.
6. Tell us if you wish to talk to us about any concerns regarding your child. We will arrange a mutually convenient time so you can talk to us.
7. Not enter poolside or interrupt training or competitions unless in an emergency situation.

**Behaviour**

1. 1 Remember that children get a wide range of benefits from participating in one of our sports, like making friends, getting exercise and developing skills. It’s not all about wins and losses.
2. Behave positively as a spectator at training or competitions and treat others with respect.
3. Give encouragement to your child and tell them when they’ve done well and provide support when they are struggling.
4. Respect and celebrate difference in our club or activity and not discriminate against anyone else on the grounds of gender, race, sexual orientation, faith or ability.
5. Respect the children and adults competing for other teams at competitions.
6. Respect the committee members, coaching and teaching team and all volunteer helpers at the club.
7. Understand that the use of abusive or inappropriate language, bullying, physical violence or any other behaviour which hurts others will not be tolerated by the club.
8. Understand that poor behaviour may result in the club taking disciplinary action against you. Any behaviour which alleges a criminal offence will be reported to police by the club.
9. Talk to your child and ensure they understand the rules of the club and the sport.
10. Ensure your child understands their Code of Conduct.

**Breaches of this Code of Conduct may result in disciplinary action being taken against you by the club committee. Continued issues and repeated breaches may result in parents/ guardians being asked not to attend the club, something we never want to do.**

Name: ***Please use BLOCK CAPITALS***

Signature: Date:

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**City of Liverpool Swimming & Water Polo Club**

**Code of Conduct for member’s, committee members, officials and volunteers**

This Code of Conduct should be read in conjunction with the swim England Code of Ethics.

**As a member of the club, we understand you have the right to:**

* Enjoy the time you spend with us and be supported in your role.
* Be informed of Wavepower and the club child safeguarding reporting procedures.
* Know who the Welfare Officer(s) is/are and how to contact them.
* Be informed of the internal club complaints process and who to contact at the club for advice on complaints.
* Be aware of the club rules and procedures.
* Be involved and contribute towards decisions within the club.
* Be respected and treated fairly by the club.
* Feel welcomed, valued and listened to.

As a member of the club we expect you to:

* Adhere to and implement Wavepower and the club safeguarding procedures.
* Adhere to the Swim England Equality and Diversity Policy.
* Adhere to the Swim England regulations, Code of Ethics, club constitution and rules.
* Adhere to any conditions stipulated under the pool hire agreement.
* Refer all child safeguarding concerns to the Welfare Officer.
* Ensure all complaints are referred under the internal club complaints process.
* Champion everyone’s right to take part and celebrate difference in our club or activity by not discriminating against anyone else on the grounds of gender, race, sexual orientation, faith or ability.
* Adhere to your role responsibilities.
* Make our club a happy, friendly and welcoming place for all members.
* Attend child safeguarding training every three years if applicable for your role.
* Ensure you have a current Disclosure and Barring Service (DBS) certificate (renewable every three years) if applicable to your role.
* Keep any qualifications or CPD up to date if applicable to your role.
* Lead by example by promoting positive behaviour and good sportsmanship. Encourage all members to behave in a positive manner and follow the rules of the club and sport.
* Never encourage or condone members of the club to breach the rules of the sport.
* Treat all personal information about members or their families on a confidential “need-to-know” basis unless information sharing with others is required to protect and safeguard a child from harm.
* Observe the authority of officials and follow the rules of the sport when questioning any decisions.
* Treat with respect and encourage all members to respect all competitors and teams from other organisations in victory or defeat.

Breaches of the Code of Conduct may result in disciplinary action being taken against you by the club committee under the judicial regulations. Continued issues and repeated breaches may result in your dismissal from the club.

Name: ***Please use BLOCK CAPITALS***

Position in Club:

Signature: Date:

:

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Photography and filming consent form

|  |  |
| --- | --- |
| Name of Organisation | **City of Liverpool Swimming & Water Polo Club** |
| Website & link to Privacy Policy | <http://colsc.weebly.com> |

**To be completed by parents/ guardians of members under 18 years**

This form must be completed after reading the Swim England Photography and Filming guidance contained in “Wavepower 2020–23” Page 86 available at https://www.swimming.org

The organisation may wish to take photographs or film individual or groups of members under the age of 18 that may include your child during their membership of the organisation. All photographs and filming and all use of such images will be in accordance with the Swim England Photography and Filming Guidance and the organisation’s Privacy Policy (available at the website above or otherwise on request).

The organisation will take all reasonable steps to ensure images and any footage is being used solely for their intended purpose and not kept for any longer than is necessary for that purpose. If you have any concerns or questions about how they are being used please contact the Welfare Officer to discuss this further.

As a parent/guardian please complete the below in respect of your child/ren. We encourage all parents/guardians to discuss and explain their choices with their child/ren. Please note that either you or your child can withdraw consent or object to a particular type of use by notifying the Welfare Officer at any time. For the purposes of the organisations record keeping we ask if possible that such requests are made in writing wherever possible.

As the parent/guardian of I am happy for:

*[tick appropriate boxes]*

|  |  |  |
| --- | --- | --- |
| Yes | No | Media uses |
| ☐ | ☐ | My child’s photograph to be used on the organisations website. |
| ☐ | ☐ | My child’s photograph to be used on the organisations social media platform/s. |
| ☐ | ☐ | My child’s photograph to be used within other printed publications such as newspaper articles about the organisation. |
| ☐ | ☐ | My child’s photograph to be taken by a professional photographer employed by the organisation as the official photographer at competitions, galas and other organisational events. |

|  |  |  |
| --- | --- | --- |
| Yes | No | Training uses (training videos to be deleted once the relevant training is complete) |
| ☐ | ☐ | My child to be filmed by the organisation for training purposes. |

|  |  |
| --- | --- |
| Signature |  |
| Printed name |  |

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