

**Swim Saskatchewan Inc.
BOARD OF DIRECTORS POLICIES**

Type: Governance
Name: Registration Fees
Authority: Board of Directors

Policy Number: G-8.1
Date Approved: January 2003
Date Revised: March '03, June '04, Oct '05,
June '06, Jan '07, Jan'08, June '08, Oct '08,
June '09, May 2010, July 2010,
June 2012, June 2013, June 2014,
Nov 2014, June 2015, Jan 2016,
June 2017, June 2018

Reference: SSI Bylaws Art. 5, Sect. 3; Board Policy G-8 and Swimming Canada National Registration Policy & Procedures Manual and Masters Swimming Canada Rules and Policies

Registration fees are non-refundable and non-transferable.

Club Registration fees:

Winter Clubs:	\$ 100.00	
Summer Clubs:	\$ 60.00	(\$35 for SSI Club Registration and \$25.00 for Summer Swimming Provincial Finals Individual High Point Awards)
Master Swim Clubs:	\$ 30.00	
University Varsity Teams:	\$100.00	

Swimmer Registration fees:

Winter Competitive Swimmers: Fees will be based on the swimmer's age as of December 31 of the current swimming season
10 & under swimmers - \$70
11 & Over - \$115

Fees will be reduced by 50% for NEW swimmers who register on or after April 1. Reduced fee is not applicable to upgrades from Non-Competitive to Competitive.

The above fees include the following Swimming Canada fees:
\$25 for 8 and under swimmers, \$45 for swimmers aged 9 and 10; \$65 for swimmers aged 11 to 14 and \$85 for swimmers aged 15 & Over

Winter Non-Competitive Swimmers: \$25.00 (includes \$13 Swimming Canada fee)

This is for swimmers enrolled in sessional "Learn to swim" programs, "Fitness" type programs and Summer camp.

The Non-Competitive swimmer fee will be applied towards payment of the Winter Competitive Swimmer fee for a Non-Competitive swimmer who upgrades to a Winter Competitive Swimmer in the same season. If a Non-Competitive swimmer upgrades after April 1, the registration fee is \$70 or \$115, less the \$25 Non-Competitive fee.

Swimmer Registration fees continued:

Summer Swimmers: \$25.00 (effective Summer 2019; includes \$1 Swimming Canada fee)
This category is for summer swimmers who plan to ONLY compete in summer swimming sanctioned competitions

Summer – SNC Swimmers: \$40 (effective Summer 2019; includes \$13 Swimming Canada fee). This category is for summer swimmers who will compete in Sask Games and/or who wish to compete in Winter Swimming meets that permit swimmers registered in the Summer-Open category to compete.

Varsity Swimmers: \$45.00 (includes Swimming Canada fee, currently \$42.50)
This is for swimmers who will only represent/compete at meets as a university varsity swimmer. This registration category is only valid from Sept 1 until March 31. After April 1, any varsity swimmer that wishes to continue to swim must register through an age group club.

Open Varsity Swimmers: \$ 70.00
This is for Varsity swimmers who wish to dual register with both a University/Varsity Team and an Age Group Clubs so that they can either compete for their home club or their university team.

Limited Event: \$20.00 (includes \$10 Swimming Canada fee)
The Limited Event registration is for a single competitive event registration into an external organization's event, which is sanctioned by Swimming Canada or for an Open Water Event.

Masters Swimmers: \$35.00 (includes \$23.00 MSC fee and \$4.00 Swimming Canada Fee).
This category is for Masters Swimmers who wish to compete in sanctioned Masters competitions only.

NOTE: Masters Registration categories are limited to swimmers aged 18 and over; age calculated as of date of registration.

Masters-Open: \$150 (Masters fee + Winter Competitive fee)
This category is for Masters Swimmers who wish to compete in sanctioned Masters competitions AND sanctioned Winter Swimming Age Group competitions that permit swimmers registered in Masters-Open category to compete.

NOTE: Masters Registration categories are limited to swimmers aged 18 and over; age calculated as of date of registration.

Coach Registration fees:

Coach: \$35 (which includes Swimming Canada fee of \$21) payable to Swim Sask.

NOTE: Coaches must also be members of the Canadian Swim Coaches Association (CSCTA) **PLUS** pay the applicable fees **directly to the CSCTA**.

CSCTA registration fees are based on the category of membership they are registered in. Coaches attending Swimming Canada National Competitions (i.e. Western Can Champs, Junior Canadian Champs, Trials, Canadian Swimming Champs) must be registered in a category that includes Swimming Canada National Competitions.

No registration fees are required by SSI for parents/guardians of swimmers, volunteers, officials, or any other individual members of SSI as defined in Policy M-2.

Swim Saskatchewan Inc.
BOARD OF DIRECTORS POLICIES

Type:	Membership	Policy Number:	M-2
Name:	Swimmers, Officials & Committee Members/Volunteers	Date Approved:	September 2003
Authority:	Board of Directors	Date Revised:	June '05, June '06, Jan '07, June '07, June '08, Aug '08, June '09, May '10, Feb '11, June '11, Jan '12, June '12, Nov '12, June '13, Nov '15, Jan '16, June '18

Reference: SSI Bylaws Art. 2 3 and Swimming Canada National Registration Policy & Procedures Manual and Masters Swimming Canada Rules and Policies

All swimmers that are a registrant/member of a Swim Sask affiliated club must be registered annually in one of the following categories. Membership in SSI is a prerequisite for coverage under SSI sport liability and accident insurance and to host a sanctioned competition. The authority of SSI over its members, and the rights and responsibilities of membership in SSI are defined in the Bylaws and in these Policies. Individual swimmers must register with a club in order to compete in sanctioned meets, or to be eligible for any SSI programs or awards.

A *Winter Competitive Swimmer* is a swimmer who is registered with a Winter Swim Club. The registration period for Winter Swimmers is September 1 to August 31. Winter swimmers may not compete in summer swimming or masters swimming program competitions.

A *Winter Non-Competitive* swimmer is either a swimmer in any Winter Club Introductory or Learn to Swim Program or a swimmer that is swimming for Fitness. The registration period for a Non-Competitive swimmer is September 1 to August 31.

Registered Non-Competitive swimmers in a winter club may compete as Exhibition in ONE sanctioned competition per swim year (September to August).

A *Summer Swimmer* is a swimmer who is registered with a Summer Swim Club. The registration period for Summer Swimmers is May 1 to August 31. Summer swimmers may only compete in the summer swimming program competitions.

All swimmers wishing to register as either Winter Competitive or Non-Competitive must do so through a winter club and all swimmers wishing to register as a Summer Swimmer must do so through a summer club.

A *Master Swimmer* is a swimmer aged 18 & Over who is registered to swim in the Masters Program with a Masters Swim Club or who is registered with SSI as an independent in the Masters club called SAMS. The registration period for Master Swimmers is September 1 to August 31. Masters swimmers may not compete in summer or winter swimming program competitions.

Masters swimmers may register through their Masters Club as *Masters-Open* which would allow the Masters swimmer to swim in both Masters meets and in any Winter Swimming Competition that the meet information package indicates that the competition is open to swimmers registered in the Masters-Open category. These swimmers must compete in the 15 & Over or Open/Senior age category. If the Winter competition has qualifying standards to enter the competition, then those standards must be met. These swimmers must accept that the Swimming Rules of Swimming Canada, not the Masters Swimming Rules, preside over the competition.

A *Varsity* swimmer is a swimmer who is a member of a university/college swimming team. A Varsity swimmer may swim in any sanctioned winter meets across the country prior to April 1 in each swim year. Any Varsity swimmer who wishes to swim in sanctioned winter meets after April 1 must first be registered as a winter competitive swimmer. A university/college swimmer may be registered simultaneously with a university/college swimming team and with SSI as a winter competitive swimmer in the *Open-Varsity* category or with a university/college swimming team and with SSI as a Masters swimmer.

Limited Event Registration is for a swimmer who wishes to participate in a single competitive event registration into an external organization's event (i.e. North American Indigenous Games, World Police and Fire Games) and Open Water Events. The swimmer is registered for the purposes of swimmer accident and liability insurance only and cannot compete in any type of Winter, Summer or Masters competition.

Special Olympic swimmers that are members of a 'Games' team (i.e. Western Canada Games, Canada Games) must be registered as a Winter Competitive Swimmer.

All committee members, volunteers, executives, employees, directors, officers, managers, officials, and parents and legal guardians of swimmers, while acting for or on behalf of the organization, are members of SSI.

Officials must register annually through the Swimming Canada registration system as per policy M-2.2

Swim Saskatchewan Inc.

BOARD OF DIRECTORS POLICIES

Type:	Membership	Policy Number:	M-2.1
Name:	Coach Membership & Certification	Date Approved:	June 2013 (previously part of M-2)
Authority:	Board of Directors	Date Revised:	June 2014, Nov 2015, Jan 2017, June 2018

Reference: SSI Bylaws Article 2, Sask Sport Policies and Swimming Canada National Registration Policy and Procedures

Purpose: Swim Sask is committed to creating a sport environment in which all individuals are treated with respect and dignity. Coaches have a responsibility to create a sporting environment that is free of harassment, abuse, bullying and neglect.

Swim Sask requires that all coaches participating in the sport of swimming meet the minimum NCCP training and certification qualifications as set out by Swimming Canada as well as have completed the online Respect in Sport (RiS) certification (or equivalency), as required by Sask Sport Inc.

All coaches must be a minimum of 15 years to actively coach with a Swim Sask affiliated club/program.

All coaches within a Swim Sask affiliated club must be registered annually with SSCA, SNC and the CSCTA, through the national registration system as a coach, immediately upon becoming active in a coaching position.

As members of these three organizations, coaches are subject to the membership requirements, policies and any discipline or sanction pursuant to those requirements or policies. For example, as a member of the CSCTA, coaches are bound by the CSCTA's Code of Professional Conduct. Coaches are also bound by Swim Sask Code of Conduct and other policies.

The registration period for all coaches is September 1 to August 31 of each year.

Clubs have the duty to ensure that:

1. All coaches are members of SSCA, SNC and CSCTA
2. That all coaches meet the minimum NCCP Training and certification requirements as outlined in the most current version of the Swimming Canada document titled: "*National Registration Policy Procedures and Rules Manual.*" Found at the very bottom of the following page:
<https://swimming.ca/en/national-registration-policy-procedures/>
3. Hold a valid Respect in Sport (RiS) certification

NCCP Training and Certification Requirements

Winter and Masters Club Coaches

Must fully meet the requirements as required by Swimming Canada as indicated in National Registration Procedures and Rule for coaches as per the document titled: *National Registration Policy, Procedures and Rules Manual*, found at the very bottom of the following page: <https://swimming.ca/en/national-registration-policy-procedures/>

In addition to the Swimming Canada requirements, Winter and Masters Club Coaches must hold a valid Respect in Sport (RiS) certification as listed on the next page of this policy.

Summer Club Coaches

In a club where there is at minimum a Swimming 101 Trained coach, first year Summer club coaches have until June 15th or the date of the first swim meet, whichever is earlier, to complete the Community Coach Course, OR Swimming 101 Pre-Course workbook OR complete the Swimming Teacher Red Cross WSI Application OR I Can Swim Teacher Application.

In a club where there not a coach that is at minimum Swimming 101 Trained, first year Summer Club coaches must complete the Community Coach Course, OR Swimming 101 Pre-Course workbook OR complete the Swimming Teacher Red Cross WSI Application OR I Can Swim Teacher Application by May 1st

Summer Club Coaches that have taken the Swimming 101 course are eligible to coach at sanctioned competitions on his/her own. Coaches that have taken the Community Coach Course or have completed one of the Swimming Teacher Applications, may only attend sanctioned competitions while being supervised at the competition by a certified coach that is Fundamentals coach certified or above.

Returning Summer Club coaches that are **Swimming Teacher candidates** must be fully certified by June 15th of their 2nd year.

Returning Summer Club coaches that are **Swimming 101 Candidates** must take the Swimming 101 course by May 31st of their 2nd year and in addition during their 2nd season, must work on their post course tasks and have their on-deck assessment done. They must then be fully certified by May 1st of their 3rd year. (i.e. a coach that starts coaching in the 2014 Summer season must complete the Swimming 101 Pre-course workbook by June 14, 2014. Then take the Swimming 101 course by May 31, 2015 and then must be fully Level 1 Fundamentals Coach 'certified' by May 1, 2016).

Respect in Sport (RiS) certification requirements

In addition to the minimum NCCP training and certification requirements listed above, all returning coaches must hold a valid Respect in Sport (RiS) certification or equivalency such as NCCP Empower+ or Respect in Sport for Schools.

Winter and Masters Club Coaches registering for the first time will have until November 30th to complete the RiS certification training or training equivalency. Coaches beginning after November 30th have 30 days to complete the RiS training.

Summer Club coaches registering for the first time must complete the RiS certification training by May 1st.

Enforcement:

- Clubs will remove any coach not meeting the NCCP minimum training and certification requirements **AND** the RiS certification (or equivalency) by the deadline established and if not, will be removed as a coach until such time that the necessary course or requirements are completed and verified by Swim Saskatchewan.
- Any affiliated club's non-compliance with this policy may result in further discipline as determined by the Board of Directors or in accordance with Swim Sask policy.

NCCP and RiS Administration:

Swim Sask Executive Director and Program Coordinator have administrative access to the NCCP Database; called "The Locker" and to the RiS database to oversee functions such as report generation and monitoring.

**Swim Saskatchewan Inc.
BOARD OF DIRECTORS POLICIES**

Type:	Membership	Policy Number:	M-2.2
Name:	Officials Registration & Membership	Date Approved:	Nov 2015
Authority:	Board of Directors	Date Revised:	Jan 2017

Reference: SSI Bylaws Article 2 and Swimming Canada National Registration Policy, Procedures & Rules Manual

All Club Officials must be registered annually through the Swimming Canada RTR system by a Club Officials Administrator or Provincial Officials Administrator.

The Registration period for all Officials is September 1 to August 31

All Officials must be registered annually within two weeks (14 days) of commencing activity as an Official.

Swim Saskatchewan Inc.

BOARD OF DIRECTORS POLICIES

Type:	Membership	Policy Number:	M-2.3
Name:	Suspension of Membership	Date Approved:	June 2011
Authority:	Board of Directors	Date Revised:	

Reference: SSI Bylaws Article 2

Any Member (see definition of Members in Policies M-1, M-2, M-2.1 & M-2.2) of Swim Saskatchewan may be suspended by the Swim Saskatchewan Board of Directors. Members may be suspended for;

- (i) Non-payment of Swim Saskatchewan fees, dues, levies, assessments and charges; or,
- (ii) Cause.

"Cause" shall include, but shall not be limited to, the following:

- (a) Disqualification for unethical or unsportsmanlike behaviour in a regional, provincial, national or international competition;
- (b) Failure to comply with the rules of Swim Saskatchewan, including the Member Code of Conduct (Policy M-3) and any other internal policies and procedures of Swim Saskatchewan
- (c) Suspensions by any of the following:
 - Canadian Center for Ethics in Sport (CCES)
 - Coaching Association of Canada (CAC)
 - FINA, (the International governing body for all aquatic Sports),
 - The Aquatic Federation of Canada (AFC)
 - Swimming Natation Canada (SNC)
 - Canadian Swim Coaches and Teachers Association (CSCTA)
 - Sask Sport (the provincial sport federation that all provincial sport governing bodies in Saskatchewan belong to)
 - Coaches Association of Saskatchewan (CAS)
 - Saskatchewan Swim Coaches & Teachers Association (SSCA)
 - Other Provincial Sport Governing Bodies (PSGB) in Saskatchewan
 - Other Swimming Provincial Sections or
 - Swim Saskatchewan and its Member clubs.

Suspension imposed or endorsed by CCES, CAC, FINA, AFC, SNC, CSCTA, Sask Sort, CAS, SSCA, other Saskatchewan PSGB's, other Swimming Provincial Sections or Swim Saskatchewan and its Member clubs shall be recognized, honoured and upheld by Swim Saskatchewan and by all Members Clubs.