

Assiniboia Aquarian Swim Club	SECTION: Summer Swim Policies SUBSECTION:		NO.
	ISSUE DATE:		REVISION DATE: Sept 2,2013
Approved by:		Date:	
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	<i>ISSUE DATE:</i>		<i>REVISION DATE: Sept 2,2013</i>
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<i>SUBJECT Abbreviations and Definitions</i>			

AASC – Assiniboia Aquarian Swim Club

CLASSIFIED - Classified shall mean a Para swimmer that has been classified under the SNC Functional Classification system

CSCTA - Canadian Swimming Coaches and Teachers Association

EXHIBITION - Means that the time posted in a sanctioned competition by the swimmer shall be official, but not eligible to score points or to received Awards

FINA - Federation Internationale de Natation – the body which regulates and controls competitions in the four aquatic sports at the world level.

INACTIVE OR - Inactive or Out of Water refers to a swimmer that was registered on **OUT OF WATER** or after September 1 but are not currently participating in club activities.

LC - Long Course (50 metres)

MSC - Masters Swimming Canada

Member in Good Standing - Any member whose membership in not suspended or revoked or who is not serving a disciplinary penalty by either his/her club or Swim Saskatchewan Inc.

PARA - Para shall mean a Swimmer with a Disability that has been classified

Quorum - A Quorum will consist of a majority of the voting representatives present.

SAMS - Saskatchewan Association Masters Swimmers

SC - Short Course (25 metres)

SNC - Swimming/Natation Canada

SO - Special Olympic swimmers

SSCA - Saskatchewan Swim Coaches Association

SSF - Swim Saskatchewan Foundation

SSI - Swim Saskatchewan Inc.

Suspended Swimmer - A suspended swimmer means a swimmer who is ineligible to compete in any sanctioned swimming event in Canada as a result of a club or Provincial Section disciplinary action. Suspended swimmers may continue to train, unless this was also part of the disciplinary action.

Summer Swim Meet - A swim meet hosted by a registered Saskatchewan Summer Club

SWAD - Swimmers with a Disability

UNIVERSITY TEAM - University Team or Varsity team means a swimming team **OR VARSITY TEAM** registered with the Canadian Interuniversity Sports (CIS) and with SNC. A registered University Team is considered a club in the National registration and results system.

Definitions of Types of Summer Meets

Full Meet - A meet that offers all the same events that will be held at Provincial Finals.

Sprint Meet - A Sprint meet is where all the regular events are halved, e.g. The 100 Free becomes 50 Free, the 50 Free becomes a 25 free, 100 Breast becomes 50 Breast etc. A Sprint Meet does not change the events for the 7 & 8 year old category.

Combination Meet - A meet that offers a mixture of Full & Sprint events and usually has many more events offered than a regular meet.

Developmental meet – A meet that is seeded according to entry times, so an 8 year old may be swimming next to a 15 year old.

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<i>SUBJECT Membership</i>			

Purpose

The Parent Committee will be responsible for carrying out the

Responsibilities

1. Responsible for ensuring that all swimmers are registered with SSI as required by the Policies of SSI.
2. Responsible for ensuring that all coaches are registered with Swimming Canada, the provincial governing body and the Canadian Swim Coaches and Teachers Association.
3. Officials have been duly qualified for the position that they perform at the annual meet.
4. Responsible to ensure that all coaches meet the minimum standard to be a coach and be on deck.
5. Responsible for developing and reviewing specific Policies that pertain to Summer swimming, and for ensuring compliance with those Policies.

Objectives

1. To instill a lifetime love of swimming
2. To foster team and individual sportsmanship
3. To teach and develop correct swimming techniques
4. To teach a fitness routine
5. To encourage swimmers to achieve their personal best

Members

The management of the club will be vested in a Parent Committee consisting of the following positions:

1. President
2. Vice President
3. Treasurer
4. Secretary
5. Meet Manager

Term of Office

All Executive positions will be elected every 2 years at Annual Parent meeting. Unless Executive volunteer to remain in their positions.

Meetings

The AASC Parent Committee will meet at least two times per year.

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<i>SUBJECT Club Representative</i>			

Each Summer a Club Representative will be named for a one year term, and may be named for repeated terms without limitation.

The duties of Club Representative will include but not be limited to:

1. To attend all meetings to bring forward club concerns;
2. To serve as a liaison for AASC;
3. Present an annual report of club activities to the Annual Meeting Swim Saskatchewan Foundation. The club may send an alternate (designate) to a meeting if unable to attend;
4. Provide input into the next season's swim schedule prior to the Summer Swimming Annual Meeting.

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<i>SUBJECT Coaches and Volunteers</i>			

AASC is responsible to pay all coach fees to Swim Saskatchewan Inc.

Coaches are to be registered prior to them physically being on deck coaching. A coach is only considered registered aft all the following;

1. Swim Sask has been provided with the coach's name and email address and has set up an account on the national registration system for him/her
2. Swim Sask is in the receipt of the fees paid in full.
3. Upon receipt of the auto generated email from the CSCTA, the coach has gone into his/her account and has answered the Criminal Record/screening questions and has completed his/her address, phone number etc.

AASC may request a Criminal Record Check prior to being permitted on deck.

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<i>SUBJECT Code of Conduct</i>			

The coaches, at their discretion, will send swimmers home who are misbehaving during swim times.

Any problems or concerns that arise during the swim season are to be directed to the executive.

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<i>SUBJECT Amendments</i>			

AASC Policies will not be rescinded, altered, or added to except by special resolution, which means:

1. At a General meeting: A Notice of Motion for changes will be in writing and must be received by no later than fifteen (15) days prior to the date of the Annual or Semi-Annual Meeting.
2. By a resolution consented to in writing by all parents who would have been entitled at a general meeting to vote on the resolution in person.

Assiniboia Aquarian Swim Club	<i>SECTION: Competitions</i>		<i>NO. C-1</i>
	<i>ISSUE DATE:</i>		<i>REVISION DATE: Sept 2,2013</i>
<i>Approved by:</i>		<i>Date:</i>	
<i>SUBJECT Summer Swimming Technical Package</i>			

Reference: SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1

The Swim Saskatchewan Inc. Summer Swimming Technical Package will govern the general running of competitions for the Summer Swimming program and will be consider policy governing the technical format for sanctioned summer swim meets.

The Swim Saskatchewan Inc. Summer Swimming Policies will govern the issues and policies that are not covered within the Summer Swimming Technical Package.

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<i>SUBJECT Swim Club Program</i>			

Pups Program

- Age 4 and up
- Five 1 hour practices/week Monday to Friday in June and July
- Helps to train young swimmers to enjoy the water and become stronger

Competitive Program

- Age 7 and up (as of May 1)
- For swimmers who want to train and /or compete
- 9 practices/week available Monday to Friday June and July – the amount of training is up to the family. No mandatory attendance
- Competition is at the choice of the parent.

It is the swimmer/parents responsibility to talk to the coach about meets your swimmer will want to attend. A list of the meets and entry deadline will be provided at the start of the season. Individual fees to attend swim meets are the responsibility of the swimmer not AASC and must be paid in full by the designated registration date in order to be eligible to participate in the meet.

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<i>SUBJECT Registration</i>			

Registrations fees fund coaching fees, lifeguard fees, pool time and the cost the mandatory Swim Saskatchewan Inc. fee for each swimmer.

Fees for 2013 season will be as follows;

Pups - \$95.00

Aquarians - \$140.00

Trial fee - \$25.00 to cover the cost of insurance, swimmers have two weeks to decide to register for the full program, at which time the \$25.00 will be deducted from the full registration fees.

Registration fees are subject to change annually.

Town of Assiniboia requires that each swimmer/family have a season pass. This may be purchased at the time of registration with a separate cheque to the Town of Assiniboia.

Postdated cheques will be required the day of registration in lieu of fundraising. These will be returned to you at the end of the season if you have participated in the fundraising events.

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<i>SUBJECT Diane Hanson Summer Coach Award</i>			

The Diane Hanson Coaches Award is made possible by the Miller Family from Assiniboia and is in memory of Diane. Diane or Dee as she was known to her friends as was a coach with the Weyburn Silver Seals in the early to mid 1990's. She passed away in 2008 from Cancer. Dee was a perfect example of a Summer Senior Swimmer/Coach. She would coach at every swim meet, and then put down her clipboard, just in time to get on the blocks to swim her race. She believed in having fun, not taking herself too seriously, but the moment she stepped on the blocks, she put all of her effort in her race. Dee was the first coach of Weyburn swimmers that have moved onto to be the coach and senior swimmer, so obviously Dee had a great effect on them.

The intent of this award is to keep her memory alive by celebrating her qualities in our younger coaches and swimmers. Her qualities are believed to be the traits that make for great Summer Swimming coaches. This is an award that will not necessarily be presented each year, only in years when the candidates meet the necessary criteria.

The Criteria for the Diane Hanson Award is as follows:

- A registered Saskatchewan Summer Swim Coach, who is also registered as a Senior Swimmer in the year of nomination
- Must have been involved with Saskatchewan Summer Swimming for a minimum of 5 years
- Has a positive influence over younger swimmers
- Is competitive and strives to get the best out of their swimmers, but also knows that the most important part of swimming is to have fun
- Is recognized for his/her coaching ability
- Is respected and almost idolized by their swimmers

Nominations may come from anyone in the Summer Swim Community.
Please explain in detail why the coach being nominated meets the criteria.
Nominations will be reviewed and voted upon by the current Summer Swimming
Program Committee with the final decision being made by the Miller Family.
Nominations will be due July 15 of each year with the Award being presented at
the Provincial Finals.
There will be no repeat Award winners.

Name of Coach:

Explain in Detail why the coach being nominated meets the criteria. Feel free to
attach more
pages.

Name of person and club affiliated with that is submitting nomination:

Applications must be received no later than 12 Noon on July 15 of each year
Return Applications To: Swim Saskatchewan Inc.
2205 Victoria Ave.
Regina, SK S4P 0S4 Fax: (306) 525-4009
Email: marjwalton@swimsask.ca

Assiniboia Aquarian Swim Club	<i>SECTION: Summer Swim Policies</i> <i>SUBSECTION: Competition</i>		<i>NO. C-5</i>
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<i>SUBJECT Officials</i>			

Whenever possible, two referees will be scheduled for the sanctioned summer swim meet. AASC will, as much as possible, have qualified officials in all positions. AASC will provide opportunity for members to attend clinics and work toward upgrading certification.

Assiniboia Aquarian Swim Club	<i>SECTION: Summer Swim Policies</i> <i>SUBSECTION: Administration</i>		<i>NO. A-1</i>
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<i>SUBJECT Relationship to Swim Saskatchewan Inc.</i>			

Reference: SSI Bylaws Art. 6, Sect. 1; SSI Board Policy G-7 and A-1

All Summer Swimming Policies and the Summer Swimming Technical Package will be subject to Swim Saskatchewan Inc. Bylaws and Policies. Many topics are not included in AASC Policies and the Summer Swimming Technical Package because Swim Saskatchewan Inc. Bylaws and Policies govern these areas.

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	<i>SUBSECTION: Administration</i>		
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<i>Approved by:</i>		<i>Date:</i>	
<i>SUBJECT Reimbursement of Expenses</i>			

Members/Coaches of AASC will receive reimbursement for expenses incurred in their work for the swim club and will be paid by either Swim Sask or by ASSC according to the following guidelines:

- Expenses for the Director of Summer Swimming, the President of SSI, the Master & Senior Officials Committee Representative and the Records Chair to attend the Summer Swimming Annual Meeting held in conjunction with Provincial Finals, will only be paid if the attending member does not have a child competing in the Provincial Finals.
- Swim Sask will pay the expenses for Club Representatives only for any meetings not held in conjunction with the Symposium and Annual Meeting. Reimbursement will be as per the Swim Sask Expense Policy.
- Swim Sask will pay for the cost of any program committee meetings that are held via teleconference.
- AASC will pay for all coaching clinics and expenses occurred to attend.
- AASC will pay for hotel, meals and travel for coaches to attend swim meets not held in Assiniboia.
- Mileage will be paid at a rate of \$0.25/km.
- **Meals will be reimbursed at the rate of \$50/day or Breakfast \$10.00, Lunch \$15.00 and Supper \$25.00.**

All expense claims must be submitted within 30 days of incurring the costs.

**Assiniboia Aquarian Swim Club
 Box 2025
 Assiniboia SK
 S0H 0B0**

EXPENCE CLAIM FORM

Name: _____ Date: _____

Date	Type of Expense	Amount	Receipt Included (Y/N)

Total:

**Mileage - \$.25/km
 Breakfast \$10.00
 Lunch \$15.00
 Supper \$25.00**

Signature: _____

FOR OFFICE USE ONLY	
Cheque #: _____	Date Issued: _____
Signature: _____	

Assiniboia Aquarian Swim Club	SECTION: Summer Swim Policies SUBSECTION: Administration		NO. A-3
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SUBJECT Reimbursement of Expenses for Referees			

Referees travelling to sanctioned summer meets outside their home town will be reimbursed by the AASC upon the conclusion of the meet, for travel at the Swim Saskatchewan mileage rate, basic rate of host hotel and reasonable meal expenses.

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Assiniboia Aquarian Swim Club	SECTION: Summer Swim Policies SUBSECTION: Administration		NO. A-4
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SUBJECT Policy Review Schedule			

Policies and Technical Package will be reviewed by the Swim Club Committee and presented to the membership according to the following schedule:

Governance Policies -- Yearly -- At the Annual Meeting

Competition Policies -- Yearly -- At the Semi-Annual Meeting

Administration Policies-- Yearly -- At the Annual Meeting

Technical Package -- Yearly -- At the Semi-Annual Meeting

Proposed changes to policies will be put forward by members in accordance with policy SG-9 and will be in accordance with the above schedule.

Any approved changes to the Policies or the Swimming Technical Package will be presented to the Board of Directors of Swim Saskatchewan Inc. for ratification.