

Nipawin Lions Swim Club

*Policies
& Procedures*

Registration and Fees

- A registration form is required to be filled out per family with the waiver and PIPEDEA completed and signed before the first session.
- Payments must be made before the start of the first session. No child will be allowed to swim prior to fees being paid due to insurance issues.
- Due to limited space available only a certain number of swimmers will be accepted per lane. Preference will be given to previous year swimmers if swim forms are completed and payment made on registration night.
- Any cheques returned from the bank marked as insufficient funds will result in a \$25 service charge.
- Registration fees cover the cost of the trophies, swim meet fees, coaching fees and pool rental. While entry fees are prepaid by the team you may be charged the meet fee or no show fee should your swimmer be unable to attend a meet to which they previously committed.
- If a registered swimmer cancels and drops out the following will apply:
 - Prior to the start of the season you will receive a full refund.
 - Prior to the 2nd week the cost is \$25.00
 - Prior to the 3rd week there is no refund, unless it is due to special circumstances. In this case a written request for a refund must be submitted to the board for approval.
- Please note that non-compliance with the parent pledge could result in expulsion from the club with no refund.

Coaches

- Coaches for the 5:00 – 6:00 session will be hired on the following basis. First consideration will be given to the Senior Swimmers with the proper certification. The Junior swimmers will be the opportunity to assist as assistance coaches. If we fail to have an adequate amount willing to coach or without proper certification then a meeting will be held with the executive with all in attendance. Potential coaches names should be put forward and discussed. The executive will then elect one person to contact the possible candidates. A firm answer must be received prior to contacting the next person on the list. This will eliminate having any misunderstandings or an overabundance of coaches.

Swim Sessions

- A variety of swim levels are offered. The purpose of the Nipawin Lions Swim Club is to introduce swimmers to competitive swimming, improve the swimming skills of the participants and enhance their general physical well being with a focus on doing their best and showing good sportsmanship.
- While this is an introduction to competitive swimming, it is not a substitute for swimming lessons. New swimmers will undergo a basic evaluation during the first few sessions and after that they may be reassigned to a different lane.
- If a swimmer is capable of swimming longer than one hour they may be required to move to the 6:00 – 7:30 session to free up the space for a weaker swimmer.
- If a swimmer is unable to make a session they should notify their coach. Missed sessions are non-refundable.
- Sessions cancelled due to poor weather conditions or pool malfunctions are non-refundable.
- Please be on time. We would ask that the swimmers are at the pool 5 to 10 minutes prior to their sessions and ready to go. This will enable us the coaches to begin their session on time and stay on schedule.

Health Concerns

- OK to swim if a child has a clear runny nose, but no fever
- NOT OK to swim if you child has a fever or any type of contagious condition (respiratory, eye or skin rash) or diarrhea.
- Children with sensitive eyes are encouraged to wear goggles.

Interaction During Lessons

- For the safety of all involved, we limit our deck area to registered swimmers families if they are sitting and watching. Small children must not be allowed to horseplay or they will be asked to go outside the fence.
- If you need to talk to a coach about a swimmer, please wait until the session is over.

Instructor Requests

- Due to circumstances, we are unable to honor requests for specific instructors. We reserve the right to change instructors and/or reassign an instructor to a different lane anytime.

Instructor Absences

- We fully understand the importance of consistency when teaching children this important speed swimming skill. However, there are times when a coach will be unable to attend a session. During that time, a substitute coach will be assigned.

What to Expect from Speed Swimming

- There are many motor skills to be mastered and used simultaneously in swimming and each child will learn at their own pace...and will do best when they are having fun.

Parental Responsibility

- A designated responsible adult must be on the premises throughout the session for children 8 and under.
- All Band-Aids must be removed before a swim session begins
- Please keep a watchful eye on the children with you who are not swimming. This means:
 - no standing on chairs or benches
 - no running around the pool facility
 - no horseplay
 - no unsupervised children allowed
- The Nipawin Lions Swim Club is not responsible for any child injured while doing the above activities.
- Any parent allowing the above activities could result in permanent removal from the pool facility.
- Do not leave personal belongings unattended as the Nipawin Lions Swim Club is **NOT** responsible for theft or vandalism.

Complaints

- We realize that the program may have imperfections and that, at times, aspects of it may not be perfectly suited to your liking. Don't complain. In its' place make a contribution to the program, be a part of the solution. If it is your perception that something is wrong express your concerns to the coach, a board member or the president of the club and help to find a solution that will work for all.

Facility Rules

- Nipawin Lions Swim Club does abide by the Irene Manley Swimming Pool rules.

Communication

- E-news is our major tools of communication. E-news should have up-to-date information once the season starts including meet dates, swimmer times, final results, coach's notes and any changes in schedules. Please check it when you have a question or wish to check team events.
- Communication with parents will mainly occur through the use of in-house mailboxes and E-mail. The mail boxes are used to distribute papers, ribbons, etc. Please check your family mailbox on a regular basis.

Rules

- To ensure the safety of all swimmers, the following actions will be taken for swimmers who disregard pool rules and safety and/or display disrespect for the coaches, teammates and/or lifeguards.
 - 5 to 10 minutes time-out depending on the infraction
 - Sent home from practice
 - If the behavior continues, parental attendance will be mandatory at practice.
- It is important to keep the noise level to a minimum out of respect for the swimmers and coaches. The only people permitted *in* the pool or by the pool are the coaches and swimmers.

Support

- The success of the Nipawin Lions Swim Club depends upon parental support and involvement. All families who participate will have work assignments – we make every effort to distribute the workload fairly.
- We expect all members of the Nipawin Lions Swim Club to act as an ambassador for our program. Say nothing but good things about our program, our staff and our athletes. Should you feel that there are inadequacies, raise the issue within the club as per the club policy on complaints. In the meantime continue to serve as an ambassador. It is expected. We will not speak poorly outside of the internal avenues provided for airing complaints about any aspect of the Nipawin Lions Swim Club organization.

Nipawin Lions Speed Swim Club Bylaws

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1) Definitions

- a) "Act" means The Non-profit Corporations Act, 1995, as amended or replaced from time to time, and in the case of such amendment, any references in the bylaws of the corporation shall be read as referring to the amended provisions;
- b) "the corporation" means Nipawin Lions Speed Swim Club;
- c) "the directors", "board" and "board of directors" means the directors of the corporation for the time being;
- d) the headings used in the bylaws are inserted for reference only and are not to be considered in constructing the terms thereof or to be deemed in any way to clarify, modify, or explain the effect of any such terms;
- e) all terms contained in the bylaws and which are defined in the Act shall have the meaning given to such terms in the Act;
- f) words importing the masculine gender shall include the feminine, and words importing the singular shall include the plural and vice versa;
- g) "member" means a regular member or an associate member

2) Objects

The object of the corporation is to introduce swimmers to competitive swimming, improve the swimming skills of the participants and enhance their general physical well-being with a focus on doing their best and showing good sportsmanship.

3) Fiscal Year

The fiscal year of the corporation shall end on the 31st day of December in each year.

4) Membership

- a) The membership of the corporation shall consist of regular members and associate members.
 - i) A regular member is entitled to all privileges of membership including the right to vote at meeting of members.

- ii) An associate member is entitled to all privileges of membership except the right to vote at meetings of members and the right to be elected as a director.
- iii) A parent and/or guardian of an associated member is entitled to vote on behalf of an associated member at meetings of members and has the right to be elected as a director.
- b) Any resident of Nipawin area who is at least 18 years of age is eligible for admission to membership as a regular member.
- c) Any resident of Nipawin or area who is under 18 years of age is eligible for admission to membership as an associate member.
- d) Any person who is eligible for admission to membership may, upon payment of the prescribed fee outlined in the bylaws under registration and fees, be admitted as a member by resolution of directors.

5) Meeting of Members

- a) An annual meeting of members shall be held in the month of May in each year at a time and place to be fixed by the pervious annual meeting or by the directors.
- b) At least one other meeting of members shall be held in each calendar year at a time and place to be fixed by the directors.
- c) Special meetings
 - i) The president may call a special meeting of members at any time but shall do so upon the written request of at least 5% of the regular members.
 - ii) All business transacted at a special meeting of members or at an annual meeting of members, other than consideration of financial statements and an auditor's report, election of directors and reappointment of an incumbent auditor, is deemed to be special business.
 - iii) No special business may be transacted at a meeting of members unless the notice of meeting stated the nature of the business in sufficient detail to permit members to form a reasoned judgment thereon.
- d) Notice of the time and place of a meeting of members shall be sent, not less than 15 days or more than 50 days before the meeting, to each member entitled to attend the meeting.
- e) Voting
 - i) No regular member is entitled to more than one vote on any questions.
 - ii) Regular members shall vote by a show of hands except where a ballot is demanded by a member either before or after a vote by show of hands.
- f) Ten regular members personally present at the opening of a meeting shall constitute a quorum.
- g) The conduct of meetings shall be governed by the latest revised edition of Roberts Rule of Order.

6) Directors

- a) The directors shall manage the activities and affairs of the corporation.
- b) The directors of the corporation shall consist of a president, vice president, secretary, treasurer and minimum 2 other regular members.
- c) Directors shall be elected at the annual meeting.
- d) Directors hold office until the conclusion of the meeting at which their successors are elected.
- e) Subject to (d), the term of office of a director shall be 2 years.

- f) The regular members may, by ordinary resolution at a meeting called for that purpose, remove any director(s) from office.
 - g) Where there is a vacancy on the board of directors and;
 - i) where there is a quorum of directors, the remaining directors;
 - (1) may exercise all the powers of the directors; or
 - (2) may fill the vacancy until the next annual meeting;
 - ii) Where there is not a quorum of directors, the remaining directors shall call a general meeting for the purpose of electing regular members to fill the vacancies.
 - h) Any remuneration paid to directors must be approved by the regular membership
 - i) Every director shall be given, by letter, telephone or otherwise, at least 5 days' notice of every meeting of directors.
 - j) Attendance of a director at a meeting of directors is deemed to be a waiver of notice of the meeting, unless the director attends the meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting was not lawfully called.
 - k) The quorum at board meetings shall be a majority of the board.
- 7) Officers
- The Board of directors shall:
- a) Appoint a president from among the number
 - b) Designate the offices of the corporation, appoint persons as offices, specify the duties and delegate powers to manage the business affairs of the corporation to them.
- 8) Financial Disclosure
- a) The directors shall place before the members at every annual meeting:
 - i) Financial statements for the year ended
 - ii) The report of the reviewer
 - iii) Any further information respecting the financial affairs of the association.
 - b) The directors shall approve the financial statements and shall evidence their approval by the signature of one or more directors.
 - c) No financial statement shall be released or circulated unless it has been approved by the directors and is accompanied by the report of the reviewer.
 - d) The corporation shall, not less than 15 days before each annual meeting, send a copy of its financial statements and report of the reviewer to each member and to the Director, Corporations branch, Saskatchewan Justice.
- 9) Amendments to the bylaws
- a) The directors may, by resolution, make, amend, or repeal any bylaw that regulates the activities and affairs of the corporation.
 - b) The directors shall submit a bylaw, or an amendment or repeal of a bylaw to the next meeting of regular members and the members may, by ordinary resolution, confirm, reject or amend the bylaw, amendment or repeal.
 - c) A bylaw, or an amendment or repeal of a bylaw is effective from the day of the resolution of directors until confirmed, confirmed as amended, or rejected by the regular members.
 - d) If a bylaw, or any amendment or repeal of a bylaw is rejected by the regular members or is not submitted to the next meeting of members, the bylaw, amendment or repeal thereof, ceases to

be effective and no subsequent bylaw, amendment or repeal having substantially the same purpose or effect shall be effective until confirmed or confirmed as amended by the regular members.

10) Liquidation and dissolution

The remaining property of the corporation, in course of liquidation and dissolution, be transferred to the Town of Nipawin.



Nipawin Lions Swim Club



2013 Season

Club Objectives

1. Teach swimming, exercise, team and individual sportsmanship
2. Represent Nipawin provincially with a superior competitive swim club
3. Encourage and train individual swimmers to attain championship level in speed swimming

We offer a developmental program through SwimSask for kids five years old (as of April 30) and up to 18 years old, who no longer fear water and who can follow instructions. **Parental supervision is required for the 8 and under swimmers.**

Fees

5&6 year olds \$100	7-18 year olds \$175	Family rate \$400
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Swim Club Fees also include morning and noon lane swims.

Fundraisers

Pizza Sales! We will be selling pizzas from Wild Bill's. Each swimmer is required to sell 15 pizzas or a family is required to sell 28. If you choose not to sell pizzas you would be required to pay an additional \$60 per swimmer.

Fair Booth! Check the posters and sign up for a shift at the Nipawin Lions Food Booth at the fair. The Fair dates are Monday – Wednesday, July 15, 16 & 17. **The Nipawin Lions Club has made generous donations to the Swim Club please support their booth at the Fair.**

Schedule for Practice

Main pool:

Runs 8 - 10 weeks Monday – Thursday

5 – 6 PM Session:

Start day tentative: Tuesday, May 21

Last Day Thursday, July 18*

(5:00 Swimmers that compete after July 18 can swim from 6-7:30PM)

6 – 7:30 Session:

Start day tentative Tuesday, May 21

Last Day Thursday, July 25

Small Pool:

Runs 6 weeks Monday - Thursday

5:00 PM *(Subject to Change)* Sessions

will run for half an hour to 45 minutes depending on enrolment

Start Day (tentative) Monday, May 27

Last day Thursday, July 4

Friday Fun Swim 5:00 to 6:00 PM Main Pool only All Nipawin Lions Swim Club Swimmers are welcome

The Lions' Den Clubhouse, located between the main pool and small pool, has information posted on the bulletin board. Each family is assigned a mailbox where communiqués, ribbons, etc. are placed. **Parents and swimmers please visit the clubhouse frequently.**



Timed Practice - All swimmers ages 7 + who swim in the main pool will participate on Tuesday, June 4th during swim club time. This timed practice is a fun event and helps to give new swimmers meet experience. It is also a great refresher for experienced swimmers. **Each swimmer will participate at their regular swim times. Parents we will need your help for this practice to run smoothly. We will need timers, starter etc.**

Ordering swimsuits - If you wish to compete it is best to get the team swimsuit from Harold's Sports. They bring in swimsuits at a reasonable cost if you order by Wednesday, May 1st. Late orders will not be taken unless the customer pays their own shipping costs. Then you can take the suit to Andres to have a logo printed on it (~\$3.50).

Ordering Team Gear - Andres has team gear. Stop in for prices and styles.

Dry land Training - The club will not be swimming until May 21st so we encourage all competitors to do some running or biking for aerobic endurance until that day.

Swimmers' Code of Conduct

1. Never interfere with the progress of another swimmer, during practice or otherwise.
2. At all club functions, whether practice, meets, or social gatherings, we expect each swimmer to behave in such a way that their actions reflect positively on the team.
3. All members of the club, whether parents or swimmers, should continue to protect and improve the excellent reputation the club has gained.

SwimSask Insurance Policy - The Nipawin Lions' Swim Club pays the Club Affiliation Fee as well as the fee to cover each coach and swimmer to SwimSask. The sport accident coverage is 3rd party coverage. For more information contact the Executive or SwimSask at www.swimsask.ca

While the swimmers soon learn about strokes and meets, parents are sometimes lost. So...

1. Event - Each swimmer swims in an age category, against others of the same sex, for a set distance and in a certain stroke. For example: Event #1 may be "13 & 14 yr. girls - 100 meter freestyle."

2. The age categories are (as of April 30):

7 & 8 9 & 10 11 & 12 13 & 14 15 to 17 Open (Seniors)

Note: All swimmers must be at least 7 years old on April 30 to compete in a sanctioned swim meet.

3. Strokes - there are four competitive strokes:

Freestyle - the swimmer can do anything except touch the bottom; usually front crawl is used because it is fast.

Butterfly - arms swing forward simultaneously over the top of the water and pull simultaneously back under the water and both legs kick together up and down.

Breaststroke - arms slide forward under the water and pull under the water, and the kick is a form of "frog-kick".

Backstroke - swimmer must be on back except when turning, usually back crawl because that is fastest.

I.M. - individual medley - ¼ of the distance is swum in each stroke in order of butterfly, backstroke, breaststroke and freestyle.

Freestyle relay - four-member team; each team member swim ¼ of the distance, any stroke s(he) wishes.

Medley relay - each team member swims one of the four strokes in order of backstroke, breast stroke, butterfly, and freestyle.

4. Swim Meet - where several clubs come together to compete. The host club selects the events to fill in a day. Individuals compete in various races for individual and team awards. Swim meets are an important part of the Swim Club Program and are necessary if a swimmer is going to show improvement.

5. Relay Teams - At all regular swim meets, the coaches will try to enter all swimmers in as many relays as possible. At the Northern Finals and Provincial Finals, the relay teams will be made up of the best swimmers in the age group to make the best two teams. This gives those swimmers, who have trained the hardest, the opportunity to win a medal and possibly set a Provincial Record. The goal of making the relay team motivates many swimmers to work harder.

2013 Summer Swimming Schedule

Date	Event/Location	Register by
Tues. May 21 nd	First day of swimming (main pool) Kick off and 2012 awards, General Meeting	We will present 2012 awards at 6:00 p.m. followed by a short meeting
Tuesday, June 4 th 5-7:30p.m.	Timed Practice All swimmers will participate at their regular swim times.	No registration necessary. All swimmers from 5 PM and 6 PM sessions are included (small pool will have reg. swimming)
Sat. June 15 th	Humboldt Meet New swimmers are encouraged to attend this as it is a developmental meet	Thursday, June 6
Sat. Jun 22 nd	Regina Meet	Thursday, June 13 th
Sat. July 6 th	Nipawin Meet	Thursday, June 28 th
Sun. July 7 th	Watrous Meet	Thursday, June 28 th
Sat., July 13 th	Biggar Meet	Thursday, July 4 th
Sat. July 20 th	Northern Semis – Rosetown Must have competed in at least 1 meet during the season	Thursday, July 11 th
Sat. July 27 th & Sun. July 28 th	Provincial Finals Melfort	Must qualify at Northerns in Rosetown
TBA	Swim Club Windup – details will follow	

Registering to Compete at any Summer Speed Swim Sanctioned Meets

Put the swimmer's name and his/her age on cards found in clubhouse. These must also be signed by the parent/guardian. Blue is for males, and Pink is for females.

1. Fill out the card and place it in the corresponding container for the meet where you are competing.
2. These cards must be in the container by the registration deadline. Other clubs will not accept our late registration for swim meets just as we do not accept late ones for ours.
3. Coaches will work with swimmers to select the events swimmers will swim in. Follow the guidelines below for filling in the card.

Filling in the cards - Each meet offers different events. See the meet package posted in the Lions Den to see which events are offered at the selected meet you wish to attend. Then fill in your card accordingly.

Freestyle - 25, 50, 100 and 200 meters
Backstroke - 25, 50, 100 and 200 meters
Breaststroke - 25, 50, 100 and 200 meters
Butterfly - 25, 50 and 100 meters
IM - 100 and 200 meters

7 and 8 year olds may only swim 25 and 50 meter events in each stroke and 100 IM
9 and 10 year olds may only swim 25, 50 and 100 meter events in Freestyle, Backstroke, Breaststroke and IM; and may only swim 25 and 50 meter butterfly events.

Relay events:

Freestyle - 100 and 200 meters
Medley - 100 and 200 meters
7 and 8 year olds may only swim in 100 m relays.

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SWIM MEET CODE OF ETHICS

All persons participating or competing in the Swim Saskatchewan Summer Swimming program are asked to comply at all times with the spirit and intent of these rules. Thus, through their individual and collective demonstration of sportsmanship and fair play in action, the achievements of Summer Swimming purposes may be enhanced.

1. Each pool has a dedicated group of parents who work hard to make the meets run smoothly. Because all Clubs involved in the Summer Swimming Program have pools built primarily for recreation, none are ideal for competitive swim meets. Also, most pools have rules set by others than just swim club parents. If you are a visitor, be tolerant of problems and difficulties of the home team. They have to live with their pool and its problems more often than you do. If you have a suggestion for a solution to a problem, offer it tactfully. Gripping about things that can't be changed accomplishes nothing.
2. Remember, all officials are volunteers. Assume that each official is doing his/her best to be accurate. Nothing is gained by challenging a judgement different from the one you think you would have made. If you are not a team representative and you think that there is an impropriety, a mistake or an unfair decision, take it up with the right person - usually your team coach or Club President. These are the people you have chosen to represent your team. They may be able to explain a puzzling action or decision and if a protest needs to be made, they are the ones authorized to take such action.
3. Remember that rules are made to provide a basis for fair competition and to help meets run smoothly. Use of rules to prove superior knowledge, harass the other team or to move the competition from the swimmers in the pool to the officials on the deck, frustrates the reason for rules.
4. Don't jump to conclusions. If the actions of a spectator, swimmer, coach or official seems strange to you, find out what the person is doing and why before assuming wrongdoing on his/her part.
5. Anyone can make a mistake - even you! If the error is made by another, correct it courteously through proper channels.
6. Officials and swimmers work close together. Even mumbled words may reach many ears. Watch your language!

It is strongly recommended that visiting teams observe and heed the host pool's rules and regulations pertaining to the safety and the conduct of its members, before, during and after all Summer Swimming meets.

Position	Name	Phone #	Email
Co-Presidents	Debbie Chorney	862-3486	Chorney.debbie@nesd.ca
	Lynn Verklan	862-4768	lynnverklan@hotmail.com
Vice President			
Secretary	Carmen Simons	862-5232	meccasimons@sasktel.ca
Treasurer	Julia Peters		juliamkoffice@yahoo.ca
Head Coach	Jim Taylor		
Director			
Director	Lauretta Dube		
Director	Patti Lawrence	862-4089	ptlawrence@sasktel.net
Director			

Summer Swim Clubs in Saskatchewan

Southern Clubs

1. Regina
2. Estevan
3. Oxbow
4. Assiniboia
5. Melville
6. Weyburn
7. Swift Current
8. Gravelbourg

Northern Clubs

1. Watrous
2. Biggar
3. Nipawin
4. Rosetown
5. Humboldt
6. Melfort
7. Shellbrook

