

Sundays Well Swimming Club



Affiliated to Swim Ireland

Founded 1924

Sundays Well Swimming Club Handbook



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1) Introduction

Welcome to the Sundays Well Swimming Club handbook. It is designed to bring you information considered important to parents with swimmers in the club. All information is also on the club website:

www.sundayswellsc.com

SWSC was founded in 1924 by members of SW rugby Club. In those days rugby was a winter sport and swimming was confined to the summer months. Over the years the club prospered and now has a membership of over 500 and caters for all standards and categories of swimmers – from learners to internationals, from age 5 to as long as one wants to swim. It is considered one of the largest competitive clubs in Ireland with numerous annual successes regionally, nationally and internationally by our athletes, young and old.

Club Colours and Coat of Arms: Green, red and white are the colours of all the Sundays Well group of clubs. The right to use the Arms of City of Cork was granted to Sundays Well Swimming Club by Cork Corporation for services rendered to the community. The motto of Cork City is 'statio bene fide carinis', which means 'a safe harbour for ships'.

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2) Mission Statement

Our Mission

- To provide comprehensive teaching and coaching facilities and to engage in all aspects of competitive swimming to the highest level.
- To provide a positive and safe environment for all its members.
- To foster and develop swimming and to use the same in promoting the development of physical and moral qualities that come from swimming, whether in competition or otherwise.

To achieve our mission statement our objectives are:

- To foster and develop the sport of swimming and its participants.
- To promote the teaching, coaching and practice of swimming in line with current best practice.
- To promote the development of physical, moral and social qualities associated with sport, within the participants.
- To accept and enforce the rules and regulations set down by SI regarding teaching, coaching and practice of swimming in accordance with the affiliation status afforded to SWSC.
- To provide a positive and safe environment for all its members and staff.
- To ensure sport for young people in SWSC is fun, and conducted in an encouraging atmosphere in line with SI guidelines and best practice.
- To provide equal opportunities whenever possible for successful participation, irrespective of ability or disability, so all individuals can be involved in sports activities in an integrated and inclusive way.
- SWSC is fully committed to safeguarding the well beings of its members.
- Every individual in SWSC should, at all times, show respect and understanding for their rights, safety and welfare and

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those of others, and conduct themselves in a way that reflects the principles of SWSC and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport and the 'Swim Ireland Safeguarding Children Policies and Procedures 2010' or most up to date equivalent.

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3) Coaches

Head Coach	Richard Cassidy
Senior Assistant Coach	Deirdre Cunningham
Other Coaches	Tom Cross Brian Clifford

Head Teacher	Tric Kearney
Barracuda Coaches	Rob Lamb Frank Lynch Kelly Gallagher

Teachers	Tric Kearney. Fiona Twohig, Kelly Gallagher, Frank Lynch, David Dowling, Naoise Kearney Anna Curtin, Niamh hourihan Liam Toebe, Dara Hazel, Dave Dowling, David Curtin Jackie Mintern, Una McIntosh, Emer O Sullivan, Orla Lynch, Conor Flynn Peter Carrigy
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4) Squads

A) Marlins

Training Schedule (AM unless specified)

- a. Monday – 5.50-7.45 Douglas Pool
- b. Tuesday – 5.50-7.45 Bishopstown Pool
- c. Wednesday -5.50-7.45 Douglas Pool
- d. Thursday – 5.50-7.45 Douglas Pool
- e. Saturday – 6.00-8.00 Douglas Pool
- f. Saturday – 4.00-6.00(PM) Douglas

- Swimmers are expected to maintain 90% attendance.
- Swimmers who cannot attend a session need to inform the coaches as to the reason.
- Swimmers are expected to be on time for their training sessions to allow for a proper warm up and reduce disruption to other swimmers.
- Swimmers in Leaving Cert year can swim a reduced schedule with a reduction in fees but this needs to be pre-approved by both the Coaches and the Treasurer.

Galas

- Swimmers are expected to attend the galas specified by the coaches
- Entries are done through the coaches ONLY and galas attended are determined by the coaches. Any entries sent to the competition secretary independently will be returned and the swimmer will not be entered.
- Entries are posted on the website. Once the closing date for the gala has past if for any reason swimmers cannot attend the gala you will still be billed for it as the club will have already paid for that swimmers entries.
- Relay selection is completed by the coaches either before the gala or on the day depending on rules set by the gala. Coaches will agree the criteria for selection and select teams based on that criteria and their decision is final. At major galas swimmers may be expected to attend sessions where they don't have individual events to swim in the relay. Swimmers will be notified in advance of this. Swimmers should not leave the deck before checking with

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coaches and team managers that they are not needed for a relay. Swimmers need to inform coaches beforehand if they are not available for a relay and give reasons for this. If you are not happy with the relay selection or have a concern you need to arrange a time to discuss this with the coaches, it is not appropriate for this to be done during the gala itself.

- It is the responsibility of parents to book accommodation for swimmers for longer galas. SWSC coaches or committee are not responsible for swimmers outside of the official gala times and they are the responsibility of the parents.
- Parents are expected to do their assigned parent on duty for training sessions and also gala duties throughout the year. This is a requirement set by Swim Ireland and as such has repercussions to the whole club when these are not done.
- There is the option of attending a yearly warm weather camp for swimmers who have qualified for Division 1 as a priority. Spaces available will be offered next to those who have qualified for division 2 and any subsequent spaces at the coaches discretion. Swimmers must be over the age of 13 for this camp.
- Equipment needed for training
 - Pull Buoy
 - Fins
 - Paddles
 - Snorkel
 - Parachute or Sponge
 - Alignment Board/ Kick Board
 - 1 litre of water or isotonic drink
- Two team captains will be chosen from this squad, 1 male and 1 female. They must be 16 years and over to be considered for this role. They will act as a link between the swimmers and the committee as well as helping in the organising of social events for the squad.

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Movement of Swimmers from Barracudas to Marlins

The Marlins is our Senior Competitive Squad and represents an increased opportunity to train towards competing at IAG Division 1 and National Events. Limited spaces are available and the Head Coach has the responsibility of ensuring that places are allocated to swimmers who can make the most of the opportunity.

An assessment of a swimmer's potential is made based on their performance and behaviour in the club to date. Places are offered to swimmers who have demonstrated:

- Desire, Determination and Dedication during their time in the Barracudas
- Commitment to training and competing with SWSC
- Sufficient support network to ensure success at the top level of swimming

SWSC are committed to Swim Ireland's Long Term Athlete Development Pathway (LTADP). This identifies the training needs of developing athletes aiming towards competing at Senior National / International Level

The process for movement of swimmers from Barracudas to Marlins is as follows:

- The Head Coach periodically reviews the capacity of the Marlins squad to accept new members
- When there is space for new members, the Barracudas Coaches draw up a list of candidates which is reviewed by the Marlins Coaches.
- Swimmers are ranked based on the following criteria:
 - o Achievement of Irish Age Group Standards (Div 2 and Div 1 qualification)
 - o Age (with reference to the LTADP)
 - o Demonstrated commitment to Barracudas (including attendance)

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- Ability to integrate into the Marlins training environment.
- The Coaching Team will select from the candidate list and the Head Coach will invite swimmers to train with the Marlins according to the spaces available. A trial period may be used to determine whether candidates fit in and can handle the schedule.
- The Marlins Coaches will review performance and behaviour during the initial period and only offer permanent places to swimmers who are suitable at this time. This may include a meeting with the swimmers' parents and input from the Barracudas Coaches as required.
- Swimmers who do not move will continue to train with the Barracudas without prejudice. They may be considered in the next iteration of assessment with the same criteria applied.

The Head Coach may also determine the need for individual swimmers to be moved to the Marlins where it becomes clear that it is in the best interests of the swimmer to do so and the swimmer can be accommodated in the squad.

All athletes develop at different rates and with the age profile of the Barracuda squad, many develop quickly in response to their training. The ranking is most significantly influenced by current performance and behaviours so everyone has the opportunity to show their potential between assessments.

On occasion it is appropriate for Marlins to move to the Barracudas due to specific personal circumstances as agreed with the Head Coach. Any specific conditions for returning to the Marlins will be agreed with the Head Coach and the Marlins Coach at that time. Otherwise the swimmer will be assessed with the other Barracudas in the next cycle.

Membership of all squads is at the discretion of the Head Coach. The make-up of the squads has a key role in the

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training environment and the Head Coach will ensure that all movements between squads are done with the best interests of all children in mind.

Please see FAQ section as many of these also apply to this squad

B) Barracudas

Training Schedule (AM unless specified)

- g. Tuesday – 6.00-8.00 Douglas pool
- h. Wednesday – 17.00-19.00 Douglas Pool
- i. Friday – 6.00-8.00 Douglas Pool
- j. Saturday - 8.00-10.00 Douglas Pool
- k. Sunday – 11.00-13.00 Douglas Pool

- Swimmers are expected to maintain 90% attendance.
- Swimmers who cannot attend a session need to inform the coaches as to the reason.
- Swimmers in Leaving Cert year can swim a reduced schedule with a reduction in fees but this must be pre-approved by both the Coaches and the Treasurer.
- Swimmers are expected to be on time for their training sessions to allow for a proper warm up and reduce disruption to other swimmers.

Galas

- See information on galas in Marlin section above as the same rules apply to Barracudas
- Parents are expected to do their assigned parent on duty for training sessions and also gala duties throughout the year. This is a requirement set by Swim Ireland and as such has repercussions to the whole club when these are not done.

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- Equipment needed for training
 - Pull Buoy
 - Fins
 - Paddles
 - Snorkel
 - Kick Board
 - 1 litre of water or isotonic drink

Please see FAQ section as many of these also apply to this squad

Any parent/guardian wishing to speak to their child's coach is requested to approach the coach after the session or write a note and a suitable time to meet can be arranged.

C) Masters

SWSC Masters is an active group of swimmers over the age of 19, operating under the auspices of Swim Ireland. Masters swimming is generally recognised as competitive swimming for adults who are over 25 years of age, though all competitions these days are open to swimmers aged 19 and over. The focus of Sundays Well Swim Club Masters swimming is to participate in and enjoy the sport, build friendships, encourage a healthy lifestyle, improve swimming capability, technique, stroke & fitness, and to compete against swimmers of similar age.

The ability of Masters Swimmers varies considerably, from elite swimmers, triathletes, open water swimmers and fitness enthusiasts, to social swimmers and improvers. The emphasis, as with all swimming, is not on how your competition is doing, *but on how you are improving*.

The social side of SWSC Masters is equally important to us, especially after the swimming, with strong bonds and great friendships being formed.

SWSC Masters currently has 50 + regular members & swimmers. Swim galas are held in many centres through-out the country and abroad, with competition in age groups in 5 year increments, 19-24, 25-29, 30-34 35-39, etc., (with 100-104 being the oldest age group for which world records have been set). Events usually conclude with a social gathering. Our own annual open gala, usually held in February, is a key calendar event.

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Masters Club Hours

Sundays Well Masters swim at the Gus Healy municipal in Douglas, Cork on:

Tuesday Night 8:50 - 9:40 pm
Thursday Night 8:50 - 9:40 pm
Saturday Morning 10.00 – 11.00 am

5) Teaching Squads

At present, we have over 300 swimmers in our teaching and early competitive classes.

We begin to teach children to swim from the age of five years.

In SWSC, we have adopted the Swim Ireland Learn to Swim Programme. This means that we teach all children from level one to level eight.

Our teaching classes are divided into groups beginning at level one and finishing at level 5. Level 6 to level 8 are taught in our advanced lanes group. We currently have two terms: Term 1 is September to February; Term 2 is February to June. There is an official assessment during a term. However, we operate a policy of continuous assessment so swimmers can be moved at any time.

We also have a fun, mini-gala for those more advanced swimmers in our teaching sessions.

All our teachers are qualified.

Some swimmers may progress beyond the teaching programme to competitive swimming within SWSC. For others, we have introduced a teenage swim class. This means SWSC caters for all categories and all ages from 5yrs to adult, competitive and non-competitive.

Our Swim Classes

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Children aged 5 and over

Tuesday 7-8pm

Thursday 7-8pm

Saturday 11-12

Piranhas (lanes, levels 6-8 and competition)

Friday 7-8pm(pre-teens ages 10-13years)

Sunday 9-11am

Wednesday 3:30 - 5pm

Teen Swimming

Wed 9-10pm

Assessments Explained

Each swimmer is assessed at a certain level depending on ability. If, for example, a swimmer is being assessed within a group at level 2 there are two results possible either they pass 2a or 2b.

2a means they have a lot of the requirements for that level but they are not being performed to the required standard, 2b means they have passed level 2 and their next assessment should be level 3.

In the case of a swimmer not reaching the standard of level 2a they will be assessed at level 1b and will pass this level. This means that there will be no child going home feeling they did not pass the appropriate level. All children will be given a cert for the level they passed.

After the assessments children will not necessarily move group but will be taught the programme at the next level. This should mean they continue to progress their standard of swimming. It should also aid us in ensuring children are taught in the appropriate group going forward. Some children will need to repeat a level as some elements of swimming take time to perfect and we don't all learn at the same pace.

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6) FAQ's Piranhas and Teaching

Piranhas.

Frequently Asked Questions.

- **My daughter/son has been asked to move to lanes what does this mean?**

If you are offered a place in our lanes squad you are a Piranha. There are a variety of sessions within the Piranhas.

Friday night, our pre teenage hour is 7pm to 8pm. Ideally for 10-13 year olds

Sunday morning is 9am to 11am.

Wed afternoon is for swimmers aged up to 10/11 years.

- **Can I refuse the offer?**

Yes of course, although we cannot guarantee when we will have places to next offer your swimmer a chance to move.

- **Is the Piranhas a competitive squad?**

There are a variety of swimmers in the Piranhas. Some will be offered a place in the Barracuda squad (our first competitive squad) but the majority of Piranhas will not swim competitively. Regardless of whether they are to be competitive or not, all swimmers are instructed to a very

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high level of proficiency in all strokes and are regarded equal members to those in our competitive squads.

- **How much does it cost?**

All details of cost can be found under section 10 in this book

- **How am I billed?**

All billing is online.

- **What equipment does my son/daughter require?**

In the piranhas swimmers wear fins. These can be bought in The Edge. There is a 10% deduction for Sundays well members. We also encourage swimmers to bring water to the pool.

- **How do I contact a coach?**

Coaches are happy to discuss swimmers progress briefly, after a session. However if you have something you would like to discuss in more detail please email, headteacher@sundayswellsc.com and arrange a time. Emails are also welcome.

- **I am not on receiving any text messages.**

Please email sundayswellsc@hotmail.com with your phone number, swimmers name and group name.

- **Can my son/daughter swim twice a week?**

If a coach agrees and there are spaces available yes. your son/daughter can swim twice a week. The cost of the two hours is on the web site.

- **Who decides if my son/daughter can swim competitively?**

The coaches decide who will be invited to swim competitively and who is eligible to move from Piranhas to the Barracuda squad. Any queries re

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this please contact the head teacher by email to request a chat.
headteacher@sundayswellsc.com

Training for Piranhas

Frequently asked Questions.

- **Why has my son/daughter different coaches?**

We like to get to know all swimmers at swsc. Our sessions are managed and coordinated by the head teacher and all coaches follow an agreed programme.

- **Why is my swimmer last in the lane?**

In the first few lanes this is rarely due to your swimmer not being as good as any other swimmer. As coaches we have less interest in speed than technique. Therefore it would not be unusual for a swimmer close to the back of the lane to be moved to a higher lane.

- **What do I do if other swimmers are pushing ahead of my swimmer?**

We are dealing with young swimmers and some are more 'competitive' than others. If your swimmer is unhappy within a lane for whatever reason please let the coach know. Swimming fast is not always what we are looking for and your swimmer, further back the lane, may be doing exactly what the coaches ask and the coaches will know that.

- **Why does the coach move my swimmer back the lane?**

Swimming sessions are not competitions. If a coach moves a swimmer back it can be for a variety of reasons. If you have any queries please speak with the coach involved after the session or contact Tric, head teacher after the session or by email.

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- **What do I do if my swimmer is in the same lane for a long time?**

If you have any queries re your swimmers progress please contact Tric at headteacher@sundayswellsc.com

- **Why was my son/daughter not asked to enter a competition?**

Not every swimmer in Piranhas will be asked to compete as it is not a competitive squad. On occasions galas may come up but they are not always suitable for all the squad.

If you have a query please contact Tric at headteacher@sundayswellsc.com

- **What is so important about being on time?**

The warm up is a very important part of your swimmers session. It is also often a complicated series of swims. If your swimmer arrives late they disrupt other swimmers warmups and distract the coach as they must instruct each late swimmer what the warm up is.

- **Why is my swimmer not being offered more hours?**

We at Sundays Well offer up to two hours swimming a week for non competitive swimmers. Moving to longer hours is determined by a number of factors including, age, ability, attendance, training ability and space.

Competitions for Piranhas.

Frequently asked Questions.

- **My son/daughter was asked to enter a gala. What do I do?**

If you received a message asking if you would like to enter a gala please email the address given to advise them of your interest.

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The club will do the entries and unless you have specific requests re stroke, sessions etc, the coaches will decide what events to enter.

Fees are collected online and show in your bill.

- **Where can I see details of the competition?**

All competitions are on our website under the Events tab. If you click on the name of the competition all details will show.

- **Where can I find details of all competitions for the coming year?**

This is posted on the web site under Events. The majority of these competitions are not suitable for the Piranhas.

- **How do I know what my son/daughter is swimming in a competition?**

Go to our swsc website and click the events button. Next to the competition will be a pdf file. Click on that and your daughter/son's entries will be listed.

- **My daughter/son's entry is not on the pdf file.**

If you emailed a coach with your swimmers details and they do not appear in the pdf file contact your swimmers coach ASAP.

- **What does my swimmer need to bring to a gala?**

We request all swimmers wear a Sundays Well swim hat when competing. The reason for this is that in a busy pool it is easy to miss a swimmers race if they are not easily identified as a Sundays well swimmer.

Around the pool we would request that swimmers wear t-shirts and flip-flops at all times. They do not need to be swsc club gear but if they are entering our competitive squads we would like them to have a club t-shirt.

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So ideally you will need: a swsc hat, togs (more than one pair if they have them instead of wearing wet togs all day), t-shirt, flip-flops, at least two towels and plastic bag for wet gear. All gear should be given to parents to take care of instead of leaving in the dressing room. Club gear needs to be labelled if you ever want to see it again!

- **What time must I be at the gala?**

All galas begin with a warm up. This allows swimmers get used to a different pool and blocks if they have travelled to an away gala. In many competitions boys and girls do separate warm ups. Details are on the gala details on the web. Please check which warm up is first and be at the pool at least ten minutes before the appropriate warm up.

- **How long is the gala?**

Most galas are a full day from 9am to 5pm depending on what your swimmer is entered.

- **What time is the break?**

We never know in advance what time the break is until close to lunch as it depends on delays and entry numbers.

- **How long is the break?**

We do not know until close to lunch how long the break is. We are advised by whoever is running the gala.

- **Do Parents have to stay for the full day?**

All parents are expected to remain at the gala for as long as their son/daughter are there.

- **What happens at a gala?**

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When a swimmer arrives they should immediately find their coach to let them know they have arrived.

The coach will introduce them to the team manager who is responsible for getting them to their races and answering all swimming questions, such as 'what am I swimming' 'when am I swimming' etc.

We prefer, if possible that as many parents as possible, sit together as a group. Swimmers are encouraged to sit with their fellow team mates as much as possible as this is how they make friends and bond as a team.

Swimmers will be called by the team manager when their race is approaching. It is important to have your swimmer with or close to other swimmers as it is impossible for a TM to do their job if they have to wander all over the pool searching for swimmers.

Swimmers will be lined up ready for their race. Young inexperienced swimmers should not be worried about missing their race, or not knowing what to do, as a team manager will be there to ensure all is okay.

After swimming a swimmer should exit the pool and immediately ask the time keepers what time they did.

After a race a swimmer must return briefly to their coach, after which they are welcome to go to parents and family for well-deserved praise.

- **What food can they eat?**

A gala is a very long day. It is really important that swimmers have a good breakfast as by mid-morning, with the effort of swimming and the heat of the pool, swimmers will begin to get fatigued. After swims it is okay to have a snack. Plenty of water or non-fizzy drinks are necessary. Chocolate is a bad idea as it will melt in the heat.

Lunch is as important as breakfast for the same reason. A filled roll, pasta or noodles are a good beginning, along with a drink and a snack.

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- **How do I know if my swimmer is on a relay?**

As soon as coaches themselves know the relay teams they will let the team managers know. They will alert the swimmers.

- **My swimmer is faster than another swimmer and did not make the relay.**

Unfortunately in the busyness of the day and under pressure mistakes can be made. If a coach is alerted in good time to a possible error, **via the team manager**, they may be able to remedy it. Sometimes it is not possible or there may be another explanation. If you are unhappy with the end decision it may not be possible for a coach to engage with you at the gala due to their commitment to the swimmers swimming. Please make an arrangement to discuss it at a later date.

- **When can we leave the gala?**

As soon as your son/daughter is finished their swims for the day they can leave. Before leaving they must check with the team manager to ensure that it is okay. If a swimmer leaves between swims they do so at their own risk of missing their race.

- **My son/daughter cannot attend the gala.**

If you know in advance you cannot make the gala please let the coach know or email them ASAP. Once you agree to go to a gala and entries are made, you are liable for the fees, irrespective of whether your son/daughter swims.

- **I've been asked to time keep. What must I do?**

At most galas we, as a club, are expected to provide x number of timekeepers. If we do not we are fined. All parents will, at some stage be asked. If your swimmer is swimming you are obliged to time keep if asked or find a replacement.

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Before the gala begins a gala official will explain to all timekeepers what is involved.

- **Where can I see the gala results?**

Results are posted on our website next to the gala.

Teaching at swsc.

Frequently asked Questions.

- **What happens if my husband brings my daughter to her lesson?**

In Douglas there is a communal area within both dressing rooms for changing. It is not acceptable for a mother to enter the boys changing room, or a father the girls.

- **Can we drop our child and collect them afterwards?**

Parents are expected to stay for the duration of the class. If your child wishes to leave for the bathroom we would request that you bring them, or they tell you they are going, as they may be in the bathroom and become unwell and it would not be possible for a teacher to leave her class to attend to your swimmer.

- **Where do I find details of holidays and starting days?**

We usually post details on our web site News page. Sometimes it is necessary to scroll down the page to find the details.

- **I would like to switch days to a different one?**

Please contact sundayswellsc@hotmail.com to ask for a change. The head teacher will be able to advise if there are places in the other session, or if places are due to come up.

- **I would like my swimmer to swim more than once per week.**

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If there is places in the group your swimmer wishes to move into swimming twice a week is no problem. Contact sundayswellsc@hotmail.com with your request. The fees will increase accordingly also.

- **My son/daughter is in the same group for a long time.**

Any queries re your swimmers progress are welcome and will be dealt with by Tric Kearney, head teacher. If you wish to speak with her please email headteacher@sundayswellsc.com to arrange a meeting.

- **My son/daughter has been asked to move to lanes but doesn't want to.**

Congratulations on your swimmers progress. Sometimes a swimmer is nervous about moving. I would encourage them to come to at least one session before deciding they do not wish to move.

If your swimmer is not moving to lanes for whatever reason we would like to be able to keep them swimming in the top group in teaching until the end of term. However, if they are too advanced or there are a large number unwilling to move, we may have to request they stop coming in order to allow other swimmers to progress. Any pre-paid fees can be credited against siblings swimming or refunded.

Please note this would be a very rare occurrence as we would do our best at all time to continue to accommodate your son/daughter.

- **My son/daughter is not willing to move up a group.**

This happens very regularly. Sometimes swimmers get comfortable with a teacher or group and are nervous or frightened about moving. We will do all in our power to encourage them to move, but in the event they do not, don't worry. Your son/daughter will continue to improve and will in time move on.

- **My son/daughter is unable to attend and will not be swimming for a long time.**

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Please advise Tric at headteacher@sundayswellsc.com if this is the case.

- **My son/daughter is being splashed, skipped, or is unhappy within their group.**

Please let their teacher know if they are unhappy for any reason. Generally we can help sort out issues easily. If it is not sorted please contact Tric or email her at headteacher@sundayswellsc.com

- **I have a sibling who is five. Can they join?**

Please ensure we have details on our waiting list. Contact Iryna as sundayswellsc@hotmail.com to ask about places.

- **How early should I put my child's name on the waiting list?**

No swimmers names are taken before four years of age.

- **My son/daughter was swimming lanes elsewhere, why are they doing widths in swsc?**

In Sundays Well our lanes are of a very high standard. Before leaving teaching and becoming a Piranha, swimmers must be very proficient in frontcrawl, backcrawl and breaststroke, be able to dive and also kick to a high standard.

- **What are the 'Awards'?**

Twice a year we look at each swimmer in a group and grade them on different skills depending on which group they are in. We then 'award' them a standard.

This allows us as teachers ensure that all swimmers are progressing at a reasonable rate. It also allows parents and swimmers see what level they have reached and where problem's may arise.

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Each award has two levels, ie 2a and 2b. 2a is of a lesser standard than 2b and means they didn't quite make the standard of level 2. If your swimmer gets a 2b it means they have passed all skills at that level.

Some of the levels are a significant jump and it is not uncommon for a swimmer to be at a level for one year. Any longer and I advise you to please make contact with Tric at headteacher@sundayswellsc.com to discuss your son/daughters progress.

- **Will my son/daughter be moved up after they get their award?**

No. We operate a policy of continuous assessment in Sundays Well which means we do not wait until after awards to move swimmers up.

- **My son/daughter got the same award as previously.**

It takes some time for a swimmer to progress from one award to the next. On occasions something holds them back. It may be body position, breathing, kick, backcrawl, breaststroke or diving. If you have concerns or wish to discuss an award please contact Tric at headteacher@sundaywellsc.com

- **I am not receiving any texts re teaching.**

Please contact sundayswellsc@hotmail.com with your name, number and day you attend.

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7) A guide for all attending a Grade C gala

Before leaving home please eat a breakfast. It is a very long day and breakfast is essential.

What you will need to bring.

- Togs (a couple of pairs if you have them)
- Towels, more than one,
- Sundays Well Swimming Club Hats (these are compulsory as with so many swimmers swimming in these galas it is the best way of ensuring coaches do not miss your child's race)
- Two pairs of goggles if possible.
- Two or more t shirts
- Flip flops or clean runners for around the pool.

The warm up usually begins at 9am. When you arrive at the gala, check in with your coaches, and team manager.

We request that all swimmers sit together. Swimming can be a very solitary sport, galas are a great opportunity for swimmers to make friends and exist as a team.

There will be at least one team manager. All swimmers must report to the

team manager as soon as they arrive at the pool. The team manager will write on the swimmers hand what heat and lane they will be swimming in.

The Team manager will tell the swimmers when to line up for their event.

We would like if swimmers shouted for and cheered on their fellow club swimmers as they are racing.

All swimmers should report to their coaches before and most especially after their swim.

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All swimmers should ask the time keepers on their lane what time they did for their race.

Between events swim hats should not be worn. They can be put on as the swimmer is to be lined up. Please give hats to a parent so you don't lose them.

Swimmers wear a t shirt and footwear between races.

Between events it is important to drink and have an occasional snack, jelly sweets, biscuits, fruit etc. Water is perfect there is no need to buy sports drinks. Fizzy drinks should only be taken at lunch time.

At lunch swimmers should eat something healthy and filling such as a roll, pasta or noodles.

It is compulsory for all swimmers to swim the 100m Frontcrawl and 100m Individual medley. Usually we swim two other 50m events.

Details of standards to move out of grade C are on the web under "standards grade B".

A Grade C gala is usually a very enjoyable gala. There should be no pressure put on any child re competing. As with all galas there will be some swimmers disqualified, or false starting or overwhelmed with the occasion.

It is important to note this gala is all about experience, not success.

We as coaches would hope it whets their appetite for competition and training.

The gala usually goes on until at least 5pm.

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8) Parent Roster

- Parents of swimmers in Marlin and Barracuda squads must perform supervision duties on deck. This is a requirement set by Swim Ireland as one of their child protection policies.
- A roster is produced by the committee and circulated by email to the parents. It is also posted on the website under the tab “Parent Roster”
- It is the responsibility of the parent to arrange a swap if this is not convenient, either way your slot MUST be covered.
- If Parent on duty fails to show the session will have to be cancelled and swimmers will need to contact their parents to pick them up.
- If a parent fails to show up on 2 or more occasions sanctions will be undertaken which may include a letter of warning and a fine of €50

9) Gala Duties

- All parents with swimmers at a gala should expect to be rostered for a duty, either as an official or as a team manager/chaperone
- The gala roster will be produced as soon as possible once notification is given to SWSC.
- Parents will be notified if they have a duty, it is then the responsibility of the parent to ensure that duty is covered. It is NOT the responsibility of the committee to organise swaps or alternatives if you are not able to do the duty.
- Team Managers must attend from the start of the warm up until the end of the gala and the last SWSC swimmer has swum, including relays.

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10) Fees

Fee Structure 2015/2016

Membership Fees (per annum)

Family Membership	€160
Single Child Membership	€95
Single Adult Membership	€115

Swim Ireland Insurance Fees (per annum)

1) Competitive

First family member	€40
Second family member	€35
Third & subsequent family members	€32

2) Non-competitive

First family member	€25
Second family member	€20
Third & subsequent family members	€17

*Discount given to swimmers 20 years of age and under only

Competitive Squads Fees (per month)

Marlins	€85
Barracudas	€70
Development Squad	€60
Piranha 4-hours	€55
Piranha 3-hours (Friday & Sunday)	€40

Piranha Squad Fees (per 5-month term)

1 hour	€77
2 hours	€155

Note: All the above squads pay Membership & Insurance

Teaching & Teenage Group Fees (per 5-month term)

Teenage Group	€130
Teaching - 1 session	€130
Teaching – 2 sessions	€200

Note: Membership & Insurance is included in these fees.

Family Discounts: 2nd child 5%, third child 10%, fourth & subsequent children 15%. Existing swimmers keep their current discount level.

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A Discount may be available to Leaving Cert Students who are not attending all sessions. Please contact the Treasurer for details on how to apply.

Payments must be paid by online. Cash will NOT be accepted

Please pay by electronic banking:

Please help us to reduce costs by using Internet Banking to pay the invoice.

Sort Code: 902709 Account Number: 97079893

BIC: BOFIE2D IBAN: IE40BOFI90270997079893

It is ESSENTIAL that you tag the message with your Account# to allow us to

post the credit to your account.

Club Website: sundayswellsc.com

The website is updated regularly and it is essential that parents and swimmers monitor it on a regular basis for any up to date information and news. The club constitution, codes of conduct, events and parent rosters can also be found there using the appropriate tabs.

11) Committee

Club President:	Brian Clifford	president@sundayswellsc.com
Chair:	Ros Noel	chairman@sundayswellsc.com
Vice Chair:	Karl McCarthy	vicechairman@sundayswellsc.com
Secretary/Affiliation Sec:	Iryna Semchiv	secretary@sundayswellsc.com
Asst Sec:	Ann Curtin	asstsec@sundayswellsc.com
Competition Secretary:	Patrick Ronayne	competitionsecretary@sundayswellsc.com

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Treasurer:	Oonagh Breen	treasurer@sundayswellsc.com
Asst. Treasurer:	Noelle Cassidy	assttreasurer@sundayswellsc.com
Director of Coaching:	Richard Cassidy	headcoach@sundayswellsc.com
Head Teacher:	Tric Kearney	headteacher@sundayswellsc.com
Masters Rep:	Margot Powell	mastersrep@sundayswellsc.com
Ordinary Members:	Bernard Lynch	ordinarymember1@sundayswellsc.com
	Eddie Irwin	ordinarymember2@sundayswellsc.com
	Alan Feenan	ordinarymember3@sundayswellsc.com

Children's Officers

Leonie Galland	co1@sundayswellsc.com
Michael Murphy	co2@sundayswellsc.com
Ann Marie O'Keeffe	co3@sundayswellsc.com

Complaints Committee

Secretary: Chris McMahon ccsecretary@sundayswellsc.com

12) Duties and Responsibilities

a) President and Management Committee

President

To represent the SWSC at all public and club functions. Has the right to attend and participate in all Management Committee meetings.

Chairperson

Will act as official spokesperson for SWSC.
Will chair the Management Committee meetings.

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In order to maintain order and unnecessary disruption, will ensure the principles of due process and natural justice are applied in all decision made by SWSC

Will act as a co-signature on Club cheques.

The Chair or Vice-Chair will Chair the AGM or EGM by agreement of the Management Committee.

Vice Chairperson

Will chair meetings and fulfil the duties of the Chairperson in the Chairperson's absence.

Secretary

Will keep, having recorded, minutes of the AGM and any EGM.

Will keep, having recorded, minutes of all Management and Sub-Committee meetings.

Will keep, having recorded and deal with, all Club Correspondence.

Will keep records of all membership.

Will keep records of all complaints.

Will keep records of all assets and goods held in trust.

All for a minimum of six [6] years.

The Secretary will act as a co-signature on Club cheques.

Assistant/Affiliation Secretary

Will be responsible for all of the above in the absence of the secretary.

Will be responsible for all club membership/affiliations/SI insurance.

Treasurer

Will keep accurate records of all financial transaction concerning SWSC in line with good work accounting work practices.

Will present an interim financial statement at each Management Committee meeting.

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Will present audited accounts at the AGM
Will act as co-signature on Club cheques.

Vice-Treasurer

Will assist the Treasurer in all of the above.

Competition Secretary

Will keep up-to-date records of all swimmers times
Provide entries for Galas

Master Swimmer Representative

Will manage all Master events
Will liaison with the Management Committee on all matters relating to Masters swimming.

Club Children's Officer

Act in the best interests of young people
Ensure young people have opportunity to express opinions and views
Ensure safeguarding policies and procedures are implemented and effective in all areas of the club
Act as advisor for and report concerns of abuse to the appropriate authorities
To act as the Designated person

Four [4] Committee Members

Will attend 75% of committee meetings
Chair sub committee meetings
Assist in the management of the Club's affairs.

b) Duties and Responsibilities of the Club Children's Officer (CCO)

Shall be child centred in focus and have as the primary aim, the establishment of a child centred ethos within SWSC.
Shall be the link between the children and adults in SWSC.

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Shall take responsibility for monitoring and reporting to SWSC Management Committee on how club policy impacts on young people and their Sports Leaders.

Shall hold an up-to-date certificate of Child Protection from ISC/CNI/NISC and be familiar with the Code of Ethics and Child Welfare Guidelines of Swim Ireland.

c) Duties and Responsibilities of the Designated Person

Any concerns or disclosures relating to child abuse shall be reported to the DP who is responsible for reporting this to the statutory authorities.

The Designated Person shall hold a current certificate of Child Protection from ISC/CNI/NISC and also be familiar with the Code of Ethics and Child Welfare Guidelines of Swim Ireland.

The Designated Person shall be the CCO, with this individual acting in a dual role capacity, performing both their existing role in conjunction with that of Designated Person.