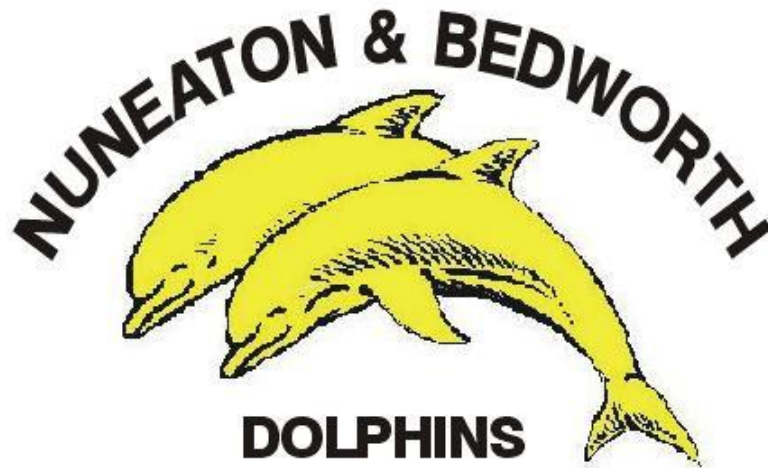


Welcome to

NUNEATON & BEDWORTH

SWIMMING CLUB



Handbook

NBSC Sessions, held at the **Pingles Leisure Centre**:

Sunday:

4.00 pm to 5.30 pm	Learn-to-Swim
4.00 pm to 7.00 pm	Training Squads
5.30 pm to 7.00 pm	Club Session

Monday and Wednesday:

6.00 pm to 7.30 pm	Learn-to-Swim
6.00 pm to 9.00 pm	Training Squads
8.00 pm to 9.00 pm	Club Session (Wednesdays)

Training sessions are also held at the **Bedworth Leisure Centre**.

Tuesday	5.00 pm to 6.00 pm	Training Squads	8.00pm-9.00pm Club Session
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Wednesday	5.00 pm to 6.00 pm	Learn-to-Swim	Junior Club Session
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Thursday	5.00 pm to 6.00 pm	Learn-to-Swim and Training Squads
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Visit our Web Site at: www.nun-bed-sc.co.uk

Mission Statement

- To ensure the Club is available for everyone in the Community to give them an opportunity to learn to swim
- To help all members of the Club achieve his or her personal goals
- To ensure all members have the opportunity to enjoy swimming as part of a healthy lifestyle

Introduction

The Club provides structured swimming lessons and coaching by professionally qualified coaching and teaching staff, from learn to swim for absolute beginners through intermediate to advanced levels where swimmers attain national competition qualifying standards and compete in the prestigious all England National Age Group Championships.

The Club's Chief Coach is Terry Freeman; he is assisted by Sue Newman (Assistant Coach). The learn-to-swim programme is co-ordinated by John Ridgway.

The Club's activities are focused on the Pingles Leisure Centre which is the home of Nuneaton & Bedworth Swimming Club. In addition to the Pingles, sessions are also held at the Bedworth Leisure Centre. Should you have any queries regarding the coaching structures please feel free to contact any member of the coaching squad or any committee member.

Nuneaton & Bedworth Swimming Club is a very proactive and successful club and as swimmers progress we constantly need to feed new swimmers into the programmes and always welcome new members. If you know of anyone who may be interested in joining please pass on our details and contact a committee member to arrange an introduction and a free trial lesson.

All activities at the Club are run by volunteers and if you would like to help don't be shy, ask at the Club desk, we are there to help. The Club regularly runs courses for all helpers.

Nuneaton & Bedworth Swimming Club upholds the ASA Child Protection Policy (see www.britishswimming.org) and all Coaches, Teachers and Volunteers sign up to the ASA Code of Ethics. All Coaches, Teachers and Helpers are registered with the ASA and are DBS checked. There are two Club Welfare Officers, their names are on the Club's noticeboard..

Log Books

Swimmers moving from Bay 1 to Bay 2 will be issued with a log book. The log book will enable the swimmer to keep a record of achievement and also contains useful information about the swim scheme. Parents and swimmers are expected to maintain the log book and awards will only be issued where the log book is available for signing by the co-ordinator or teacher/coach.

Competitive Swimming

Swimmers are encouraged to enter competitions and to this end the Club competes against other swimming clubs in a number of leagues. Competitive swimmers are reminded that if they are on medication they should regularly update their ASA Medical Form declaring such medicines. The ASA regularly tests for performance enhancing substances in the system.

ASA Laws do not permit swimmers to swim competitively outside of their own Club until they are 9 years of age by a specified date.

Galas:

- The Club has two Junior teams one in the Nuneaton & District Junior Swimming League and the other in the Leicester League; they compete in April, May and June.
- The Club also competes in the Mercian Summer League from April to July.
- The senior teams compete in the National Arena League, the galas being held in October, November and December.

Keep your eye on the Club notice board at the Pingles where team selection sheets are displayed about 2 weeks before a gala. Whilst teams are selected on merit we do always try to ensure that all active Club members are given the opportunity to swim for the Club. It is very important that you promptly confirm your availability for each gala on the team selection sheet. The Club puts in a great amount of effort to support its members and in turn expects commitment from the swimmers to make themselves available to swim on behalf of the Club at these galas.

Open Meets and Club Championships:

Swimmers are encouraged to enter Open Meets and locally the Club swimmers take part in the Coventry & District Association of Swimming Clubs galas in the spring and autumn and those with more experience enter the Warwickshire Championships and if they attain the entry times, the Midland District Championships and Nationals.

The Club holds its own Club Championships in November each year. Normal swimming sessions are cancelled. The championships are run similar to an open competition with fees for entry into the races and to spectate at the event. There are races for all ages, starting with swimmers from the small pool right up to the Open Age Groups. We also have a Sprint Night in the spring when again there is a competition for all ages in the Club.

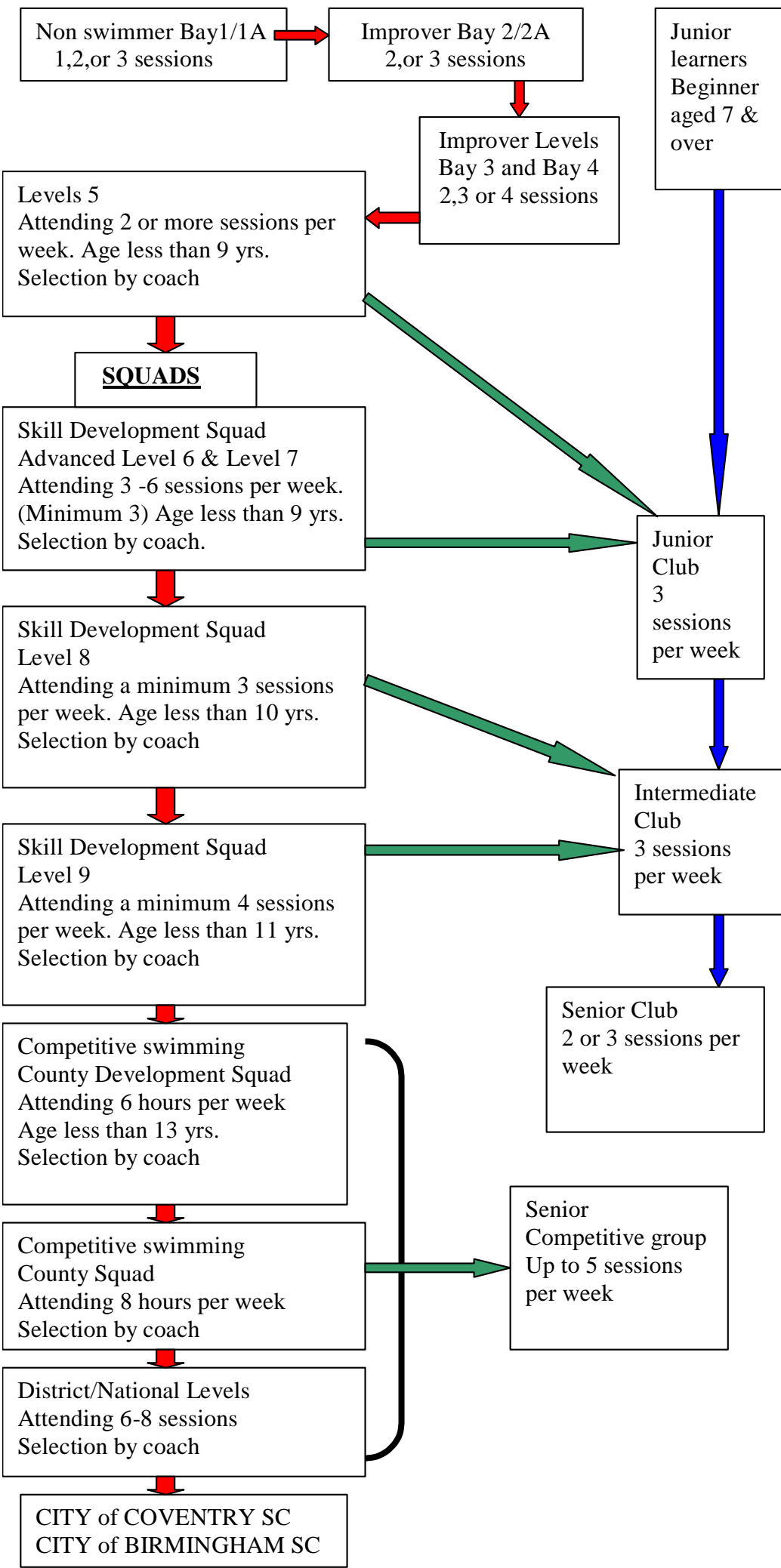
Club Kit

Swimmers are encouraged to wear swim hats when in the water. This keeps their hair out of their eyes. Nuneaton & Bedworth Swimming Club hats are available as you pay at the desk. Also available are goggles, floats and pull buoys, plus a range of Club swim wear at competitive prices.

Photography

Photography is not permitted in any of the Borough's leisure centres. However, the Club may on occasions take team photographs and the Chief Coach uses video equipment as part of his training scheme. If you do not wish your child to be photographed please tell their teacher/coach.

NBSC SWIMMER PROGRESSION & PATHWAYS



These pathways show swimmers progression from an entry point as a non-swimmer. New members are accepted at all levels where spaces are available and places will be allocated according to ability, age and number of sessions selected (Fast or slow track).

Generally non swimmers between the ages of 4 and 6 years are accepted on to the learn to swim programme

Swimmers age 8 & above will be expected to swim a minimum of 3 sessions per week on reaching Level 7 to maintain their level of progression.

Swimmers who have selected the club-swimming pathway will have the opportunity, on coach recommendation to be moved to the competitive pathway at any time.



NBSC Rules

1. Members of the Training Schemes are expected to represent the club when requested. Permission must be sought from the Chief Coach to attend a swim meet not designated by the Club or Borough
2. Appointment to a Swimming Training Scheme is based on age and ability relevant to the current standards of the Swimming Training Scheme and availability of places. All appointments are at the discretion of the Chief Coach, subject of any appeal to the committee. After an initial introduction period members are expected to attend swimming club twice weekly and increase the number of sessions attended as they progress through the squads.
3. Where deemed necessary by the Chief Coach swimmers must train solely with the NBSC Training Scheme.
4. Members are expected to meet the minimum attendance requirements and performance standards for their allocated squad. Members are also expected to arrive before the start of each session. Failure to attend may result in exclusion from the session and may result in movement to a more suitable squad. Non-attendance on the learn-to-swim programme for one month without notice will forfeit their place on the swim scheme.
5. Swimmers must attend the pre/post session flexibility exercises. Swimmers not arriving in good time before the start of the session may be excluded from the session unless prior arrangements have been made with the coach.
6. All members must adhere to the payment conditions laid down by the NBSC. Fees are due the first week in the month and are payable by Bank Standing Order or by prior arrangement by cheque or cash. Failure to keep payments up to date may result in exclusion from swimming sessions.
7. The NBSC reserve the right, at no change of cost, to alter the training programme as a result of malfunction of services, events, holiday periods and attendance.
8. Any change of address or next of kin details must be notified in writing to the Membership Secretary immediately
9. The coaching staff is responsible for the swimmers within the scheme from the time they arrive on poolside and throughout the duration of the allocated session. Any injuries or illnesses must be reported to the coach before starting the training session.
10. In the event of a child under the age of 18 years of age leaving the poolside for whatever reason, toilet break, etc, they are the responsibility of a parent or guardian. If a swimmer is unable to complete a training session they will remain on poolside, being the responsibility of the coaching staff in the absence of a parent until the end of the allocated session.
11. Exceptions to any of these rules and guidelines of the scheme are solely at the discretion of the Chief Coach.
12. NBSC operates a complaints and disciplinary procedure. Information on these procedures can be obtained from the Coaching Team or Committee Members.

NBSC Swim Training Scheme Conditions of Payment

1. These rules apply to all members who swim with the NBSC Swimming Training Scheme. There will be no exceptions except at the discretion of the Chief Coach.
2. Payment is due in the first week of each month. Payment should be made by standing order. Failure to maintain payments will result in exclusion from training until the account is brought up to date.

3. The payment is based on a yearly fee spread over twelve months. This payment cannot be waived except at the discretion of the Chief Coach. It is payable throughout the year including holiday periods.

4. If a swimmer wishes to resign from the Training Scheme this must be put in writing to the committee. All fees will be liable until written notification is received.

5. If a swimmer is injured or has concerns they should discuss this with their Coach whereupon, with their Coach's agreement, they can opt to go down a squad and in so doing will pay the fees applicable to that squad. On returning to their correct squad their fees will be amended immediately

6. If a swimmer is likely to be sick for one full calendar month fees may be waived if the committee receives a letter of explanation at the onset of the illness.

7. In the case of absence due to other circumstances a letter must be sent to the committee for any non-payment to be taken into consideration. No other method i.e. phone calls, coach discussion will be accepted

8. Swimmers not attending for 1 month or longer are required to bring their fees up to date or pay one month plus £36 whichever is less to cover outstanding payments. Long term absentees will forfeit their place and will need to reapply for membership, subject to approval by the committee before being allocated to a suitable training session as approved by the coach.

Social Life

Nuneaton Swimming Club holds family discos, and all notices are posted on the Club notice board. Parents are reminded that when discos are held on licenced premises swimmers under the age of 16 years must be accompanied by an adult.

Club News

To keep everyone up to date with what is happening at the Club notices are published on the noticeboards, the club website www.nun-bed-sc.co.uk and the clubs Facebook page

Swimming Club (Pingles) Evacuation Procedure

In the interests of health and safety your attention is drawn to the following evacuation procedure.

In the event of the alarm sounding, on the instructions of the centre staff spectators will be evacuated to the fire assembly point, the Pingles Stadium. The pool will be evacuated and all swimmers will line up with their teachers/coaches at the fire exits on the side of the pool and await further instructions. Should it be necessary to actually evacuate the building completely, the swimmers will be wrapped in foil blankets and taken by the Pool Staff and their Teachers to the warmth and shelter of the Stadium Clubhouse on the edge of the running track (through a back entrance out of the Pingles). You will be told whether or not we are returning to the pool or whether you should pick your children up from this location. It is important that swimmers remain with their classes and parents should under no circumstances take their children off poolside during this time. In the interests of health and safety it is essential that you log your child(ren) into their lessons when you arrive because, in the event of an evacuation, this list will be used for a roll call to ensure that we have all children out of the building and in a place of warmth and safety. At no point should anyone re-enter the premises until they are told it is safe to do so by centre staff. Your co-operation will be appreciated.

Internal Grievance Process

NBSC is run totally by qualified volunteers for the benefit of its swimmers. Club Officials, Teachers and Coaches are trained to the ASA Standards, often at their own expense and time, in order to provide the best quality teaching and training at the lowest possible price for its members. However, to ensure the Club's teaching and training programmes are in line with the ASA's technical standards (NPTS and LTAD) the Club does employ qualified experts to plan and manage its coaching and training programmes in accordance with those standards – although their teaching and coaching time poolside is voluntary.

NBSC is managed by its elected Officers and Committee in accordance with ASA rules, guidelines and the NBSC constitution. The Chief Coach is responsible for all poolside and swimming related operations and he has a team of teachers and coaches to assist him and he, in turn, is accountable to the Club's Committee.

Any member who has an issue or concern with any of the Club's operations should raise them through the following grievance process:

Swimming/Squad Issues	Class Teacher, Section Coach, Chief Coach, Committee (in that order)	Teachers, Team Managers and Coaches must not be disturbed whilst working with swimmers. Appointments with them can be made via the payment desk or a Committee member
Team Swimming	Team Manager, Team Selection Officer, Chief Coach, Committee (in that order)	
Child Protection		
Club & Poolside	Section Coach, Chief Coach, Club Welfare Officers (you can choose any one of these)	Child protection issues can be discussed in confidence at any time
Galas	Team Manager, Section Coach, Chief Coach, Club Welfare Officers (you can choose any one of these)	

Equity Policy

The Club is committed to treat everyone equally within the context of their activity, regardless of sex, ethnic origin, religion, disability, age, sexual orientation or political persuasion.

The Club will ensure that equity as stated in the club rules is incorporated in all aspects of its activities and also recognises and adopts the ASA definition of Sports Equity:

Sports Equity is about fairness in sport, equality of access, recognizing inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of discrimination, intimidation, harassment and abuse.

All Club members have a responsibility to challenge discriminatory behaviour and promote equality of opportunity. The Club will deal with any incidence of discriminatory behaviour seriously, according to the club disciplinary procedures.

We will exercise our right as a Community Amateur Sports Club to refuse or revoke membership on non-discriminatory grounds where the membership or continued membership of a person would be likely to be contrary to the best interests of the sport or the good conduct and interests of the Club. Under ASA Laws there is an appeals process, see Club Constitution. Serious infringements may be subject to legal action.

Volunteers in Sport Programme

If you feel you can offer your time and skills to ensure the Club is run properly why not join our volunteer workforce – ASA Child Protection and CRB checks will be carried out on all volunteers. Training will be provided to committed volunteers. 1-2 hours of your time per week is all we need while your child is swimming. See below for contacts.

Position	Contact
Teachers/Coach	Section Coaches or Chief Coach
Officials/Committee/ Volunteer Helpers	Chairman or Secretary (Tony Green or Dee Reynolds)
Volunteer Positions	Timekeepers, Judges, Teachers, Recorders, Announcers, AOE Operators, Volunteer Co-ordinator, Social Secretary, Membership Secretary, Swim Shop Organiser, Gala Organisers, Officials Organiser, Open Meet Secretary, Team Managers, Swim 21 Co-ordinator, PESSCL School Co-ordinator, Medal & Trophy Controller, Public Relations, Stewards, Refreshments, Sponsorship

NSC Club History

The first mention of the Club is to be found in copies of Committee Meeting Minutes to be found in Nuneaton Library. Dated 22nd June, 1925, it states that it was very cold for outdoor swimming. They enrolled 14 Junior and 12 Senior members. It was decided to hold their first annual gala on 25th July, 1925. There is no more mention of the Club until it was reformed on 14th July, 1950. At that time there were 90 new members, including 55 juniors. The President at that time was Mayor Alderman Chamberlain. However, some interesting details appear about the first swimming pool in Nuneaton. This opened to the public for the first time on 3rd July, 1888. A Gentleman, name unknown, decided that Nuneaton was large enough to have its own pool. On 24th February, 1888, the following advertisement appeared in the Nuneaton Chronicle.

*"The Advertiser intends to build privately a public swimming baths. Probable number of subscribers 100. Subscriptions, Yearly Ten Shillings, Daily 6d. Size of pool 75ft. x 25ft. To be tiled with white glazed tiles, and hold approx. 50/55,000 gallons of water. In answer to the many queries, it may be stated here and now, that the **River Water will not be used.**"*

On 3rd July, 1888, the pool was opened to the public. It is described as being "An old Malting-Place situated at the rear of an old fashioned licenced house." The hot water supplied for the pool was from the Hat factory. The pool was in fact in Upper Abbey Street, and was demolished in 1962. Following this there was of course the old St.Mary's Road pool. Over the years, and in more comfortable surroundings, Nuneaton & Bedworth Swimming Club has grown to a membership of over 400.

In order to adhere to our Child Protection Policy, parents of swimmers under the age of 9 years are requested to remain on the premises during their child's swimming session. Your lessons will be as follows:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday