

### DIARY DATES – AUTUMN TERM 2019

Please find below details of the start and end of term arrangements, together with the dates on which there will be no lessons due to other pool bookings.

<b>JULY</b>	
Sunday 14 <sup>th</sup> July (inclusive)	<b>End of Summer Term</b>
<b>SEPTEMBER</b>	
Monday 9 <sup>th</sup>	<b>Start of Autumn Term</b>
<b>OCTOBER</b>	
Friday 4 <sup>th</sup>	Swimarathon - <b>No lessons all day</b> <b>Note: Swim School members of all ages are invited to take part in the Swimarathon - please see the notice board/website for full details nearer the time.</b>
Saturday 5 <sup>th</sup>	Swimarathon - <b>No lessons all day</b>
Mon 28 <sup>th</sup> to Sunday 3 <sup>rd</sup> November (inclusive)	<b>Half term – No lessons throughout the week</b> <b>Stroke Courses/Private Lessons by arrangement</b>
Friday November 29 <sup>th</sup> to Sunday 1 <sup>st</sup> December	<b>No lessons from 3.30pm on Friday and all day Saturday – C.I. Championships.</b>
<b>DECEMBER</b>	
Sunday 8 <sup>th</sup> (inclusive)	<b>END OF AUTUMN TERM</b>
<b>JANUARY 2020</b>	
Tuesday 7 <sup>th</sup> January	<b>Start of Spring Term</b>

**Swimmers must be registered for the AUTUMN TERM by Saturday 6<sup>th</sup> JULY.**  
**Registration is completed when full payment is received. Places cannot be held after this date, as it is imperative that pupils are placed in their correct classes at the start of term and we are aware of spaces available for new members.**

This is a busy period for us and will also see us make final preparations in readiness for our **New Swim School Customer Management System!** We appreciate your patience with the Swim School team as we work hard to get the new system up and running over the coming months. We will always endeavour to respond to your queries as best as we can and as fast as we can.

**As part of our new system, we will be using wireless devices at poolside to mark off student attendance and to track student achievement.**

**We will be trialling this first on several classes and will keep you informed as things progress – this is an excited time for Swim School and we hope to share the benefits with you soon.**

*The Swim School term fees are based on a 10 week term to allow for times when the pool may be unavailable. (Most terms average 12 weeks) If there are any additional unforeseen cancellations during the term and the lessons fall below 10 weeks the Swim School will either replace the lesson or organise a refund.*

*Payment can be made at Reception if you have your form with you or at the Swim School office. We accept payment by card, cheque or cash. (Card or cash are our preferred methods of payment)*

*In the event of any last minute unforeseen cancellations we will do our very best to notify everyone via the media or by telephone, website, Facebook or e-mail.*



## Swim School Safety Procedures and General Guidance

**IMPORTANT - PLEASE READ CAREFULLY AND ADHERE TO THE FOLLOWING:**

### CHANGING VILLAGE

**Your child must be supervised in the changing room before and after their lesson.** Please be considerate of other users and use the changing room appropriately, ensuring that lockers are used and clothing removed from cubicles immediately after use.

PLEASE ENSURE THAT YOUR CHILD VISITS THE TOILET PRIOR TO THEIR LESSON.

### POOLSIDE ACCESS

**Parents of those under 8 years MUST wait until their child has been registered with the class teacher before leaving poolside.** Please arrive no earlier than 5 minutes before the lesson is due to start. If pupils are under the age of eight, a parent/carer **must** remain in the **café or on the viewing gallery during their child's lesson** and be available if required.

Children over 8 years are permitted to arrive on the poolside no more than 5 minutes prior to the start of their lesson, where they must sit at their allocated area until the teacher takes the register for that class.

**Parents should be aware that the children arriving on poolside prior to the start of their lesson are not actively supervised until registration has taken place.**

### USE OF TOILET FACILITIES

Should a child attending afterschool lessons require the toilet; they must use the poolside toilet. In the event that a child needs additional assistance, a tannoy announcement will call a parent to poolside.

### LEAVING POOLSIDE

**At the end of the lesson children are dismissed to the changing village and it is imperative that parents are available to resume supervision.**

**Parents of children 8 years and older do not have to be present but should understand that they remain responsible for their child once they have been dismissed from their lesson.**

### EMERGENCY PROCEDURES

**If the pool or fire alarms are activated, the instructor will continue to supervise the children throughout any evacuation to the assembly point where the parent/carer will be reunited with the child (The assembly point is the pitch adjacent to the far side of the pool).**

### SWIM SCHOOL KIT

Please ensure girls wear a one-piece bathing suit as opposed to a bikini and boys do not wear surf shorts, as these hamper movement in the water. **(Swim School kit is available and we would like all members to be proud to wear it)**

Please ensure your child wears a Swim School swimming cap for hygiene purposes and to avoid excessive head movements caused by hair over the face.