

2016-17

# GOLDEN WEST DOLPHINS Swimming Club Handbook



## Contents

GOLDEN WEST DOLPHINS SWIMMING CLUB .....	2
OUR OBJECTIVES .....	3
COMMUNICATION .....	3
COACHING & SQUADS .....	4
Performance Squad.....	4
Open Water Swim Squad .....	4
Senior Fitness Squad .....	5
Junior Development Squad .....	5
Junior Squad .....	5
Entry Squad .....	6
REGISTRATION AND FEES.....	7
1. Annual Registration Fee .....	8
2. Squad Fee .....	8
3. Leschenault Sporting Association .....	8
Sickness/injury/Medical requirements .....	9
Instructions for registration via the Swimming WA website .....	10
Member Expectation.....	11
TRAINING .....	12
SWIM MEETS.....	13
Golden West Dolphins Club Meets – Time Trials.....	13
Swimming WA Target Meets.....	14
Entering Swimming WA Meets .....	14
Teams and Relays.....	14
Country Pennants.....	15
UNIFORMS .....	17
CLUB POLICIES.....	18
Swimming WA Code of Conduct .....	18
Golden West Dolphins Code of Conduct.....	18
Healthy Club Policy.....	18
Grievance Procedure.....	18
CLUB COMMITTEE.....	19
CLUB CAPTAINS.....	19
OUR MAJOR SPONSOR.....	20

## GOLDEN WEST DOLPHINS SWIMMING CLUB

Welcome to the Golden West Dolphins Swimming Club (GWDCS), we are an incorporated, non- profit sports organisation, whose main objective is to provide the infrastructure necessary to support its swimming members in their respective levels of competition.

The Club is run in accordance with The Club Rules and by-laws, and its operations are managed by a Committee elected annually.

GWDCS's roots are based in Australind and surrounding communities with dedicated voluntary coaching staff and a supportive member base.

Our club is affiliated with Swimming WA (SWA) and locally supported by Swimming WA South West Region. We have access to skills clinic, resources and mentoring from both of these institutions enabling the club to develop and foster successful athletes.

Swimmers compete in Long and Short Course and Open Water Series events across the state. The club swimming season runs from May to April the following year.

GWDCS is committed to promoting and maintaining an environment within which personal achievement and the pursuit of excellence are attainable. Our **vision** is to be recognised as a centre for swimming excellence and a leading South West Swimming Club. (GWD Vision statement)

Our Club is dependent on the support of its members and sponsors. **It is a condition of membership that every member contributes and assists with fundraising and associated activities to ensure the Club's continuing sporting success and financial sustainability.**



## OUR OBJECTIVES

- To provide an effective support framework to promote, encourage and develop participation in swimming from children through to adults and from entry level through to elite
- To encourage our members to be actively involved in our sport for the collective benefit of members and swimming
- To encourage participation and sportsmanship in competitive swimming
- To provide effective, efficient and professional Administration and Management
- To enhance fellowship and camaraderie among club members by providing social activities for members
- To act on behalf of, in the best interests of, and in conjunction with all members to ensure optimal operational outcomes for the club.

## COMMUNICATION

Our main means of communication are email, newsletters, the club website and the club notice board on pool deck at LLC. Committee members are happy to be contacted by email or at the LLC. A committee member is usually available to answer queries most afternoons/ mornings during training. Alternatively, please email the Club. Coaches are available to answer training queries before or after, but NOT during training sessions.

Committee meetings are held monthly and members and parents are welcome to forward items for discussion to the secretary.

 Mail: PO Box A4 Australind WA 6233

 Phone: 0428 531 193 – Vice President, Roxene Cleggett

 Email: [gwdsc@live.com.au](mailto:gwdsc@live.com.au)

 Website: [www.goldenwestdolphins.org.au](http://www.goldenwestdolphins.org.au)



Facebook Page:

<https://www.facebook.com/gwdswimmingclub/>



Request to join our Facebook Public Group:

[www.facebook.com/groups/849054568452534/](http://www.facebook.com/groups/849054568452534/)

## COACHING & SQUADS

GWDSC offers a tiered training structure, comprising of six different squads to cater for swimmers of different ages and levels of ability. All of our coaches are qualified and licensed through Swimming WA and registered with ASCTA (Australian Swimming Coaches & Teachers Association).

New swimmers will be assessed for entry into their appropriate squad by the coaches and Coach Coordinator. Squad eligibility criteria and composition are determined by the coaches and Coach Coordinator.

Squad training times may change during the season to accommodate requirements of coaches, squads and the LLC. The training schedules below are current as of the 1<sup>st</sup> September 2016.

### Performance Squad

The pathway available for this squad is State Championships, National Age Qualification and membership into the Swimming WA South West Region Representative Team.

Mike Warnock is coach of the Performance Squad. Mike acts as a mentor to the other club coaches and to the members of the Senior Development Squad

Swimmers attend seven training sessions per week and Club Time Trials.

#### TRAINING TIMES:

Monday to Friday: 5:30am to 7am (Pool session)

Monday and Wednesday: 5pm-6pm (Dry Land session at Coach Warnock's house)

### Open Water Swim Squad

Mike Warnock is also passionate about open water swimming. The pathway available for this squad is State Open Water Championships and National Age Qualification.

#### TRAINING TIMES:

Saturday: 8am-10am

## Senior Fitness Squad

This squad is for teenage to adult swimmers who wish to maintain or improve their swimming fitness in a structured training program with an emphasis on stroke technique. Swimmers attend up to three sessions per week. Members may compete at target competitions and time trial nights if they wish, however these meets are not compulsory.

Coach Mary Holloway has a passion for instructing adult fitness sessions and has been involved as a coach with the Dolphins since her daughter Ellie joined.

### TRAINING TIMES:

Monday: 5pm-6pm

Wednesday: 6pm-7:30pm

Thursday: 6pm-7:30pm

## Junior Development Squad

The pathway available for this squad would be State Junior Championships and selected competition swims.

Coach Taarna Cam was a competitive junior swimmer, acted as Pool Manager in Karratha for 16 years and was senior coach for the Karratha Swimming Club. Since relocating with her family to the South West, Taarna's passion for swim coaching has continued with her daughter's participation in the sport at State level.

Swimmers attend three training sessions per week plus Target Competitions and Club Time Trials. Training is aimed at improving swimming skills covering all four strokes.

### TRAINING TIMES:

Monday: 6:30pm-7:30pm

Wednesday: 6pm-7:30pm

Thursday: 6pm-7:30pm

## Junior Squad

The pathway available to these swimmers is to the Junior Development Squad.

Coach David Larkman joined the Golden West Dolphins coaching team in 2016, enthused by his two daughters' love of the sport.

Swimmers attend three training sessions per week. Priority is given to ensuring the squad are proficient in all strokes to prepare them to compete in selected competition swims. Swimmers will also attend Club Time Trials.

### TRAINING TIMES:

Monday: 6:30pm-7:30pm

Wednesday: 6pm-7:30pm

Thursday: 6pm-7:30pm

## Entry Squad

This squad is supported by the Swimming WA Junior Dolphins Programme to encourage new members aged 7 to 8 years of age, to the sport of competitive swimming.

Swimmers are encouraged to attend two training sessions per week and Club Time Trials and selected competition swims. Junior Dolphins sessions operate for only three school terms and do not run during term 2 of school.

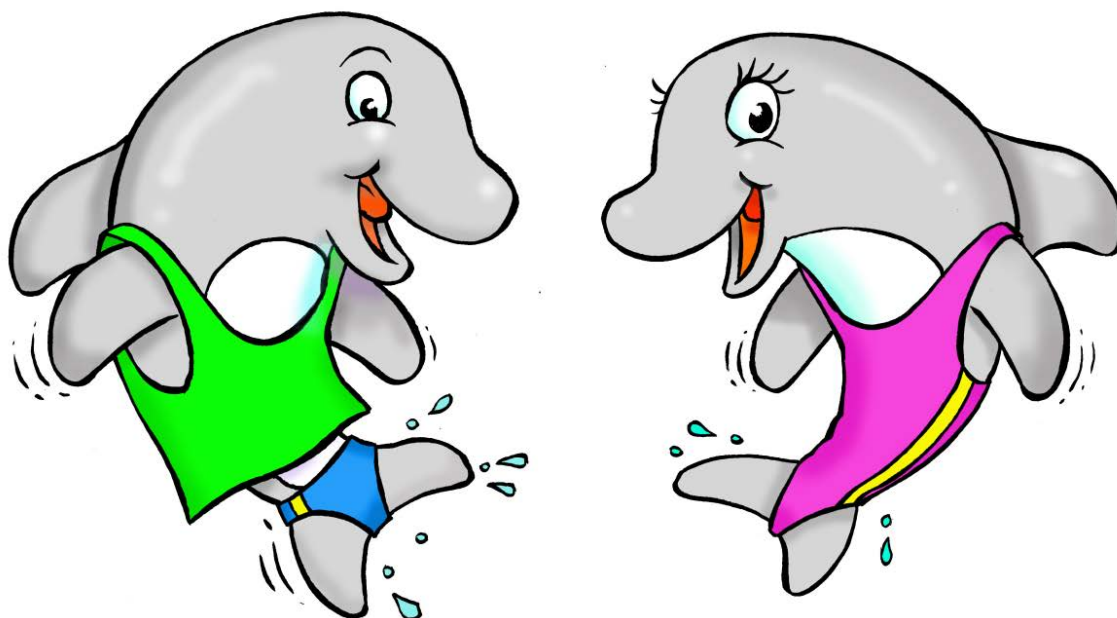
Swimmers are coached to achieve skills and drills covering all strokes. Junior Dolphin Rookie swim meets are regularly held by Swimming WA to encourage a fun atmosphere for new swimmers to compete.

Coach Shane Jamieson has completed his Swim Australia Teacher of Competitive Swimming (SATCS) course, but also happens to be a Level 2 accredited hockey coach and school teacher. Over the winter, hockey-season months, Brooke Holwill will fill in as Junior Dolphins coach. Brooke is our 2016/17 GWD Co-Captain and has vast experience in competitive swimming.

### TRAINING TIMES:

Monday: 5pm-6pm

Wednesday: 5pm-6pm



## REGISTRATION AND FEES

GWSDC membership registration is renewable annually in October via the Swimming WA 'My Swim Results' website at [waswimming.org.au](http://waswimming.org.au).

Swimming WA provide six membership types.

### 1. Competitive

This applies to members of all six squads including Junior Dolphins (7-8 years), Junior Swimmers (9-12 years), Age Group Swimmers (13 - 18 years) and Open/Senior Swimmers who actively seek to swim at approved and sanctioned competitive swimming meets. Competitive Swimmers may only compete in swimming events against other registered members or FINA accredited and registered members.

Please note: Swimmers in the Senior Fitness squad must also affiliate with Swimming WA for insurance purposes via the Competitive Membership Type, regardless of whether they will or will not compete at Swimming WA sanctioned meets.

***Swimmers cannot compete in Swimming WA sanctioned events unless they are a financial, registered member of the Club and they may not train without being a financial member.***

### 2. Club Committee Member

This membership type is for club committee members. Membership ensures they are protected by insurance at any time when working or traveling to and from club activities.

### 3. Coach

For ASCTA Accredited coaches. Full payment will be reimbursed by the Club after 12 months or otherwise decided by the committee.

### 4. Individual

This membership type is for those in the general public who are interested in supporting Swimming WA. This membership type could be used by grandparents, family friends etc.

### 5. Parent Guardian

This membership type is for the parents of children registered with a club. Membership ensures they are protected by insurance at any time when working or traveling to and from club activities.

At least 1 parent/guardian is required to join as an Individual Member as a condition of a child under 18 registering as a Competitive Swimmer or Recreational Swimmer. Only the financial parent/ guardian may vote at AGM. For this reason it is suggested that 'both' parents become financial members.

### 6. Technical Official Member

For a person who has undertaken and completed qualifications under the Swimming Australia National Officiating Accreditation Scheme.

Please check Swimming WA website for all other membership categories.



## REGISTRATION AND FEES

Fees are collected in two separate processes:

### 1. Annual Registration Fee

An annual registration fee is due on the 1<sup>st</sup> of October. Payment is made online via the Swimming WA website, which includes affiliation to Swimming WA and a Golden West Dolphins Swimming Club administration fee.

New members must first communicate with the Coaching Coordinator who will inform the Registrar and registration information will then be emailed. Membership renewal information will be emailed to every current member prior to the October registration.

By registering via the Swimming WA website, all members agree to the conditions attached to membership.

### 2. Squad Fee

This is a combination of lane hire fees\*, charged to the club by the Leschenault Leisure Centre for reserving lanes for training and club administration and ongoing costs (coach payments; travel; equipment etc). Squad fees need to be paid by electronic transfer into the GWD bank account by the 10<sup>th</sup> of each month. The best way to do this is to setup a recurring online transfer payment into the GWD account.

A deposit will be required by all new swimmers to secure place in a squad, this will be deducted from lane fees after the first month's training.

All Squad Fee payments are to be made by direct transfer to:

BSB: 066 507

ACCOUNT NUMBER: 00904890

ACCOUNT NAME: GOLDEN WEST DOLPHIN SWIMMING CLUB

*\*Please note: Pool entry is not included in the LLC lane hire and is to be paid direct to Leschenault Leisure Centre (LLC) by the swimmer. We recommend discussing LLC membership options with LLC staff to reduce the cost of entry.*

### 3. Leschenault Sporting Association

GWD is now an associated organisation of the Leschenault Sporting Association (LSA). Although LSA membership is not compulsory for GWD members, the committee encourages all families to join to support this local community run facility. At the 22<sup>nd</sup> May 2017, LSA Family Associated Membership costs \$25 for 2 adults and any dependent children under 18 years of age. More information regarding membership can be found online at [www.lsa.org.au](http://www.lsa.org.au).

## Registration and Monthly Squad Fees for season 2016/2017

GWD membership type	Coach	Swimming WA (SWA) membership type	Annual SWA Affiliation Fee	Annual GWD Administration Fee	Annual Fee TOTAL	Monthly Squad Fee
Junior Dolphin 7yrs & Under	Shane	Competitive	\$0.00	\$100.00	<b>\$40.00</b>	\$35.00
Junior Dolphin 8yrs	Shane	Competitive	\$50.00	\$100.00	<b>\$150.00</b>	\$35.00
Junior Squad	David	Competitive	\$110.00	\$100.00	<b>\$210.00</b>	\$55.00
Junior Development	Taarna	Competitive	\$110.00	\$100.00	<b>\$210.00</b>	\$55.00
Senior Fitness	Mary	Competitive	\$110.00	\$100.00	<b>\$210.00</b>	\$55.00
Senior Development	Mike	Competitive	\$110.00	\$100.00	<b>\$210.00</b>	\$100.00
Performance Squad	Mike	Competitive	\$110.00	\$100.00	<b>\$210.00</b>	\$100.00
Open Water Squad	Mike	Competitive		\$100.00	<b>\$100.00</b>	\$20.00
Club Committee Member	-	Club Committee Member	\$0.00	\$100.00	<b>\$20.00</b>	-
Coach	-	Coach	\$11.70	\$0.00	<b>\$11.70</b>	-
Parent/Guardian	-	Parent/Guardian	\$0.00	\$0.00	<b>\$0.00</b>	-
Technical Official	-	Technical Official	\$5.90	\$0.00	<b>\$5.00</b>	-

### Sickness/injury/Medical requirements

All pre-existing injuries and medical conditions must be recorded on the Medical Profile form that is part of the registration package. If there are any changes to the swimmer's health, please email [gwdsc@live.com.au](mailto:gwdsc@live.com.au) as soon as possible to request an update Medical Profile form to inform both committee and coach.

The club considers the overall health of a swimmer as their first priority. There may be times when a swimmer is injured, during or outside of training. If the injury affects the swimmer's ability to train/compete, the committee/coach may request a medical certificate from an accredited medical practitioner or allied health professional, clearing them for training and competition or upon return to training following injury.

If a swimmer has an illness or injury which keeps them out of the pool for more than 2 weeks, they may apply for a fee reduction in writing to the committee. The final decision is at the discretion of the committee.

## Instructions for registration via the Swimming WA website

- Visit [wa.swimming.org.au](http://wa.swimming.org.au)
- On the homepage click the button that says 'Join Today!'



- The My Swim Results page will open. Select the Name tab, enter Golden West Dolphins and click on the 'Find Clubs' button

A screenshot of the "My Swim Results" page on the Swimming WA website. The page has a blue header with the text "My Swim Results" and a navigation bar with links: "My Swim Results", "Calendar", "Results", "Rankings", "Records", and "Find a Club". Below the header, there is a search interface with two tabs: "Location" and "Name". The "Name" tab is selected. Below the tabs, there is a text input field containing "Golden West Dolphins" and a "Find Clubs" button. Below the input field, there is a prompt: "Enter a name above to search for a club".

- Golden West Dolphins (GWD) should appear, click to select.
- The Golden West Dolphins Swimming WA page will appear with the question: "Would you like to join the club as a new member or renew your membership."

A screenshot of the Golden West Dolphins club page on the Swimming WA website. The page has a blue header with the text "My Swim Results", "Calendar", "Results", "Rankings", "Records", and "Find a Club". Below the header, there is a large image of a swimmer. To the left of the image is the Golden West Dolphins logo, which features a blue and white dolphin and the text "Golden West dolphins". To the right of the image, there is a text box containing the club name "Golden West Dolphins", the acronym "GWD", the website URL "http://goldenwestdolphins.org.au/", and the text "Points: 5000". Below the text box, there is a question: "Would you like to join the club as a [new member](#) or [renew](#) your membership?".

- Select the option that applies and then follow the prompts. *NB There is an annual registration discount for multiple members from the same family.*

## Member Expectation

All members are required to assist with fundraising activities, timekeeping at swim meets and other volunteer duties.

The committee has budgeted to raise \$6000 to cover expected expenses for the year, above the cost of lane hire.

Fundraising helps fund general administrative expenses, identified club needs as they arise, as well as providing financial support for competitive swimmers and their coach to attend National meets and for other swimmers to attend specially targeted country meets. It also creates socializing opportunities for swimmers and parents.

A variety of fundraising activities are undertaken depending on opportunities that arise, the enthusiasm of Club members to promote specific activities and the Club's success in attracting Club sponsors. The level of financial support the Club is able to provide to members is contingent on the success of fundraising activities. **It is a requirement of membership that parents or guardians assist in at least two Club fundraising activities per season.**



## TRAINING

All swimmers must provide their own equipment. The coach or Coaching Coordinator will advise the equipment required but it may include:

- Goggles
- Cap
- Kickboard
- Short and long fins
- Pool buoys and paddles

**Senior swimmers** participating in the morning sessions may leave their gear in clearly labelled, mesh bags in the Club cage between training sessions.

Swimmers responsibilities are:

- To arrive 15 minutes prior to training to commence stretches
- To have water bottles and equipment ready for the training session
- To enter water when instructed by coach
- To inform the Coach of any injury prior to training
- To discuss any problems with their training regime with their coach
- To only exit the water after obtaining approval from their coach
- During training swimmers are under direction of the coach and inappropriate behaviour will not be tolerated
- To respect their coach and other swimmers at all times or they may be asked to leave the training session and disciplinary action may also be taken
- To display good sportsmanship at all times during training, time trials and at swim meets
- Senior swimmers are expected to show leadership and be peer support for junior swimmers both at training and swim meets



## SWIM MEETS

Swimmers may compete in Club Meets, also known as Time Trials, and Swimming WA sanctioned meets, including Open Water Swimming Series and Country Pennants.

### Golden West Dolphins Club Meets - Time Trials

The Club holds its own time trials over the course of the swimming season. This is to give swimmers the opportunity to participate in new events, get race experience and track their progress. Points are achieved at time trials and awarded to swimmers for attendance and improvement in times.

Time Trials will commence on October and end in February. A separate Time Trials Program will be published for the coming 2017/18 season. The dates and program for time trials will be published in the Time Trial Booklet which will be available on the GWD website closer to October.

The program of events is subject to change as seen fit by the Time Trial Coordinator in consultation with the President & Coaching Coordinator. All competitive swimmers are expected to attend time trial nights regularly and non-competitive swimmers are also welcome to attend.

Trophies are awarded for the top 5 overall points winners and 50m and 100m handicap events in all strokes and the 100m and 200m handicapped individual Medley. Trophies are presented at the end of the season presentation night.

Time trial dinners are also held at regular intervals following Time Trials to provide the opportunity for members and parents to socialise. Parents or guardians may be asked to assist in the kitchen on these evenings.



## Swimming WA Target Meets

The Swimming WA calendar commences in May and concludes in April in the following year. There are two seasons in the swimming calendar: short course (SC) and long course (LC). The Short course takes place over winter and competitions are held in 25m pools. The Long course is held in 50m pools and takes place during the summer months. Open water events are held throughout the summer months in a variety of regional and metropolitan locations.

At the commencement of both the winter and summer swimming season, a calendar of Swimming WA meets to be targeted by competitive swimmers will be posted on the pool deck notice board and e-mailed to members. Each swimmer should consult with their coach before entering events at any meet.

Swimmers may also attend non-targeted meets at their own discretion with coach consultation. Information regarding meets can be found in the SWA Winter or Summer Almanac, and on the Swimming WA website. Updated meet information is posted on the SWA website ([www.wa.swimming.org.au](http://www.wa.swimming.org.au)).

At all swim meets, swimmers are under the direction of the Coach who is responsible for all team activity; their decisions are final.

## Entering Swimming WA Meets

Entries for all SWA meets are required to be submitted online via the Swimming WA website calendar. The Registrar will assist new families with this process. Relay teams are selected by the Coaching Coordinator in consultation with the coaches and will be entered by the Registrar.

Time-keeping duties are always allocated at swim meets and a representative for each swimmer will be required to time-keep (typically a relative / guardian). A roster system operates which is organised by the Team Manager.

## Teams and Relays

The Club participates in various team competitions that require selection of teams, including relay teams. A Team Selection Committee selects participants and reserves for teams and relay events prior to the day of meet. Final selection of teams is made on the day by the coaches. Relay selection is primarily based on best valid times and time combinations that would give the best results possible for The Club.

Reserves are an integral part of both The Club and relay teams and must attend the meet. Reserves perform the essential role of ensuring that a team has the required number of swimmers, and they are expected to be ready to step up and swim in the event they are assigned in, when the need arises.

Relay teams incur a fee and individual swimmers will be charged, the exception being Country Pennants.

## Country Pennants

In addition to The Club competitions, GWD participates in away swim competitions including SWA Country Pennants Championships. Country Pennants is a swim meet for Country Clubs only. Each team is competing for the Country Pennants Title in their division A - E. The competition is held annually on the long week end in March and is conducted on a rotational basis around the State within the six regional areas. As this entry is as a 'club team' individuals are selected for the team based on best times for their age group.

There are several important considerations for team selection.

- There are only four individual events per age group,
- Not every child will get to swim four events,
- Some swimmers may only get to swim one event; as in some age groups there are several swimmers competing for limited events.
- The Club will pay for swimmers events. There is generally a pool entry fee for warm up and entry to the meet over the weekend. Parents are required to pay pool entry for their swimmer and self.
- The Club will subsidise part of the cost of CP. The monetary value of the subsidy will vary on a year to year basis. The committee will decide on the subsidy which will be determined in accordance to the financial situation of the Club at that time.
- Swimmers are expected to wear Club uniform, Club cap and Club swimwear whilst at the meet or otherwise determined by your coach.
- Parents are expected to wear Club shirt over the weekend whilst at the meet or a Club coloured shirt (red)

Country Pennants Team selection process:

1. Swimmers will be asked to submit an availability form for selection on the CP Team; which is a **commitment** to being available on the long weekend. The swimmers will be made aware of the criteria for selection when submissions of interest are called for ( they will be referred to the handbook located on the web – site)
2. The fastest swimmer in each age group will be selected for age group events, or where it will benefit the team a swimmer may be required to swim in a 'higher' age group for a particular event
3. The Coaching Coordinator will put together a summary of all swimmers times. Times from SWA meets will be used, but where a swimmer has not obtained a time from a SWA endorsed meet, the Club Time Trial times will be used, as provided by the Club Recorder. Swimmers who have recorded SWA times will be given selection preference .From this information
4. The coaching group will submit their recommendations for the CP team bearing in mind the points following when two or more swimmers are of the same standard and seeking inclusion in the team:
  - a. Attendance, commitment and effort at training
  - b. Participation in Time Trial events ( this may vary from season to season



- depending on the scheduled number of TT nights)
- c. Participation in SWA meets
  - d. Sportsmanship
5. The Coaches coordinator, Team Manager, Records Officer, Time Trial Coordinator and President will form a committee to finalise the selection of the CP team that has been suggested by the coaches.
  6. Points 4 *a,b,c* and *d* will also be considered by the Selection Committee.
  7. The President shall cast the final vote should the need arise
  8. Points 4 *a,b,c* and *d* will remain criteria for inclusion in events until CP. A swimmer who is deemed to breach the criteria after they are named in the team may be required to forgo their events.
  9. Swimmers will be informed of their inclusion in the team (at least three weeks prior) to the date set for submission to CP via an official club letter. They will be given notification of their swims, reserve placements and potential position in a relay team. Where CP is held at an extreme distance from the Club, the Selection Panel will endeavour to inform families of the inclusion of a swimmer in the team at an earlier date.
  10. **Swimmers will be required to accept their swims as final and no discussion will be entered into.** If the swimmer should choose not to participate, the swims will be awarded to the designated reserve. Should the reserve already have four swims the selection of a swimmer to fill the void will be reviewed by Coaches and Selection Committee.
  11. Those swimmers who have not been selected will be informed by an official Club letter.
  12. An invitation may be extended to a swimmer to fill an age group that cannot be filled by a Club member. This will be considered at a committee level prior to the swimmer receiving an invitation. Consideration will be made for (part) financing of the SWA membership.
  13. Should the need arise the Coach(s) in charge of the meet together with Selection Panel members present at Country Pennants may change a swimmer's individual event, inclusion / exclusion or position in a relay to benefit the team.



*Our 2017 Country Pennants Team at the Kalgoorlie Swimming Pool March Past.*

## UNIFORMS

GWD club colours are red, white, royal and light blue. We have a variety of uniform items in stock and available to order via email at: [gwdsc@live.com.au](mailto:gwdsc@live.com.au)

The preferred method for payment, upon order confirmation, is direct deposit to the club account:

BANK DETAILS: BSB: 066 507

ACCOUNT NUMBER: 00904890

ACCOUNT NAME: GOLDEN WEST DOLPHIN SWIMMING CLUB

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**TABLE 3. Uniform Items**

### Club Polo Shirt



\$40

Parents as well as swimmers are encouraged to purchase a GWD shirt

### Club Hoodie



Adult - \$48

Sizes XS to 5XL

Child - \$47

Sizes 4-16

### Swim Cap



\$15

It is expected that members wear the Club cap at all Swimming WA meets.

### Club Bathers

During the season you will be notified when club bathers are being ordered on bulk. Prices will vary based on style and size.

## **CLUB POLICIES**

GWDCSC operates in accordance with its Club Rules (Constitution), By-Laws and policies that cover numerous items and issues, including: Healthy Club, Touring, Funding, and Member Welfare. All policies are available on the club website [www.goldenwestdolphins.org.au](http://www.goldenwestdolphins.org.au). Please familiarise yourself with them.

### **Swimming WA Code of Conduct**

SWA has a requirement for all swimmers to adhere to a code of behaviour in relation to their nominated club, to Swimming Western Australia, and to Swimming Australia. GWDCSC has adopted the Swimming Australia Behavioural Guidelines which outline the behavior expected to be displayed by a Club member at any Club related activity. This includes but is not limited to, social functions, swim meets, training, club days, club camps, club trips and State/Australian team representation. It also includes guidelines for anytime a member dons the Club uniform, whether it is club related or not. The Guidelines also apply to club coaches, officials, family members or visitors to the club.

### **Golden West Dolphins Code of Conduct**

Individuals should:

- respect the rights, dignity and worth of others;
- be ethical, considerate, fair and honest in all their dealings with other people;
- be professional in, and accept responsibility for, their actions;
- be aware of and maintain adherence to the GWD Swimming Club Rules (Constitution), its By-laws, its Code of Conduct, its standards, rules and policies including this Policy;
- operate within the rules and spirit of the sport;
- comply with all relevant Australian laws; and
- operate within the rules of Swimming Australia.

### **Healthy Club Policy**

GWDCSC supports and actively participates in the Healthy Club principles as embodied in the Healthway and Sports Medicine Australia guidelines. The Club promotes a smoke, alcohol and drug free environment. It encourages healthy eating, sport safety and sun smart practices.

### **Grievance Procedure**

Any persons having a grievance are encouraged to attempt to resolve their complaint directly with the other party. If this is not possible or if the dispute is unable to be resolved within 14 days, aggrieved persons should approach the Club President or the coaching provider if it's a coaching related matter. As per the Club By-Laws, the President, coach or a representative will listen, give information, provide options, act as a support person, or refer aggrieved persons to another person appointed to act as a mediator, who is not party to the grievance. If the Club receives a formal complaint in the first instance, or following unsuccessful mediation, it will conduct an investigation into the matter.

## CLUB COMMITTEE

The Committee coordinates and oversees the organisation of the Club. Elections for positions on the committee are held every year at the Annual General Meeting (AGM). All **financial members** over the age of 18 years can nominate for positions and have voting rights.

The role of the Committee is to manage and administer the Club, which involves but is not limited to financial management, fundraising, record keeping and the development and implementation of relevant policies and guidelines. The Committee meets monthly and meetings are generally held in the conference room at LLC.

The Committee is the avenue members use to discuss or share any items or suggestions. Members should advise the Club Secretary (preferably in writing) if they wish to raise an issue formally with the committee.

### 2016/2017 Committee Members

President:	Roxene Cleggett
V/President:	Shane Jamieson
Secretary:	Shelly O'Byrne
Registrar/Registrar:	Sharon Scott
Property Officer:	Maria Griffiths ( <i>outgoing</i> )
Region 1 Delegate:	Mike Warnock
Coaches Coordinator:	Taarna Cam
Team Manager:	
Records Officer:	Steph Garner
Time Trail Coordinator:	Emma Jamieson
Media and Marketing:	Emma Jamieson
Fundraising Coordinator	Brad Grinter

## CLUB CAPTAINS

The Club Captains are the swimming leaders of the Club. They are role models for junior swimmers and have a responsible and active leadership role. They provide a communication avenue for swimming members and are expected to assist the committee when required.

For season 2016/17, our two Co-Captains were Brooke Holwill and Amie Holwill. A Club Captain and Vice-Captain are selected annually by a voting system by the Club Committee and swimmers. The new season Club Captains for 2017/18 will be announced at Time Trials in October.

## OUR MAJOR SPONSORS

We would like to thank our sponsors, DAD Realty Australind and Southwest Spud Shed for their continued support in the continuation of our Club's success.



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