

FALCON ASC COMMITTEE 2010

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|-----------------|------------------|
| PRESIDENT | Steve Meluish |
| CHAIRPERSON | Adey Miles |
| SECRETARY | Ian Straw |
| WELFARE OFFICER | Michelle Collier |
| TREASURER | Dave Lancaster |
| HEAD COACH | Callum Lawson |

Sheila Bowskill

Dale Copley

Nicola Bradbury

Dean Waterhouse

Dave Jackson

Tracey Lidgett

Mischka Gould

Wendy Pearson

Tracey Waterhouse

Sam Wheatley



***FALCON AMATEUR
SWIMMING CLUB***

www.falconswimming.co.uk

HANDBOOK 2010

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WELCOME

On behalf of the Committee, swimmers and parents of Falcon Amateur Swimming Club, Welcome.

This booklet has been designed to be very simple to understand, without any confusing jargon. It intends to help the new swimmer and their parents take away some of the mystery of joining the Club and to introduce the various events and arrangements that are available to them. Also to help when advising friends or relatives about joining the swimming Club give accurate advice, allaying any fears or misconceptions.

WHAT IS FALCON AMATEUR SWIMMING CLUB

Falcon ASC is now in its 52nd year and is a competitive swimming Club affiliated to the ASA (Amateur Swimming Association) based at Hucknall Leisure Centre.

The Club is currently working towards gaining the ASA ‘Swim 21’ accreditation, which is recognised by Sport England and ensures that “young people are participating within a safe and friendly environment”. Once achieved the Club will receive ‘Clubmark’ status.

We coach swimmers to be able to compete against swimmers from other swimming Clubs and our swimmers compete in many local gala leagues and trophy competitions throughout the year. If selected a swimmer is expected to swim for the Club. When swimmers are 8 years old they are able to swim in relay races in galas.

We are fortunate to have Callum Lawson as our head coach. Callum was a member of the Great Britain swimming team from 2001 to 2009. He competed in the 2001 European games, the 2004 Paralympics Games and 2006 World swimming championships. Under his direction Falcon ASC is moving from strength to strength

HOW DO I JOIN

The person to contact is the Club Secretary, who will ask a few simple questions regarding the persons swimming ability. He will then arrange a time for a trial at Hucknall Leisure Centre by the Coach or his/her appointed deputy, who will then decide whether or not the swimmer is accepted for a trial at Hucknall Leisure Centre.

WHERE DO I PAY

At Hucknall Leisure Centre training session fees are paid at the table at the top of the balcony steps. Sessions at the other Leisure Centres are paid to the person positioned in the foyer or on poolside. These fees must be paid before the swimmer enters the water.

Parents can also make savings by paying monthly by Direct Debit.

WHAT DO I HAVE TO PAY

If a swimmer is accepted for a trial they will have a total of 3 free sessions. If, after this, they are accepted and wish to join the club they must fill in a registration form and pay the membership fee in order to be fully covered by the ASA insurance. All further sessions must be paid for at the going rate. If any parent/guardian is unable to pay the fee in full, the Secretary will agree payment terms with them.

WHAT ARE THE MEMBERSHIP FEES

Club Memberships run from January 1st. each year and all fees must be paid by the end of February. The annual cost for all swimmers is £40.00 **except** swimmers in the learner lane only, on a Friday, which is £25.00. There is a sliding scale for those joining during the year.

Anyone wanting to join who are already registered with another swimming Club the cost is £14.50 (based on £40.00 less the ASA fee already paid by their first registered club).

| Date of joining | | Learner lane only |
|-----------------|-----|-------------------|
| Jan – April | £40 | £25 |
| May – July | £35 | £20 |
| Aug – Sept | £30 | £15 |
| Oct – Dec | £15 | £10 |

WHY DO I HAVE TO PAY BEFORE I SWIM

Falcon ASC is committed to ensuring the health, safety and welfare of all its members. This can only be achieved by knowing how many swimmers are in the water, or in the case of Hucknall Leisure Centre, in the building. This register becomes vital if an emergency arises. It enables information to be given to the Emergency Services concerning who is accounted for and who is not. It also allows the Secretary the opportunity to check for insurance purposes, that every person swimming is either a full Club member or on a trial. It is also vitally important that training sessions are paid because of the tremendous cost incurred by the Club in hiring pools.

WHO DO I REPORT TO

Parents and their child/children arrive at Hucknall Leisure Centre pool on a Friday evening for 7.00pm, unless otherwise advised and report to the table to pay for the session.

The child/children change in the changing room and are introduced to their Coach on poolside who will allocate them to a lane which suits their ability. Clothing should not be left in the changing rooms unless locked in a locker. We advise swimmers to put their clothes into a bag and bring it onto the poolside during the swimming session. Please note parents are not allowed into the opposite sex changing rooms.

WILL I NEED ANY EQUIPMENT

Yes, after a few weeks swimmers will require flippers and two floats. One is a kick board, which is held in their hands when concentrating on leg kick and the other is a pull buoy which is held between the legs and is used when concentrating on arm strokes.

All equipment can be bought from the Falcon ASC, Equipment Officer. The Club has a stock of Falcon ASC swimming hats, Club jackets, T-shirts and bags.

WHAT SWIMMING SESSIONS CAN I ATTEND

Once a swimmer has been accepted and the membership fee paid, they can attend any of the sessions available to the squad he/she is allotted. The Coach of the allotted squad will inform the swimmer which sessions are available.

Sessions are:

| | | |
|-----------|---------------------------|-------------|
| SUNDAY | Hucknall Leisure Centre | 7 & 8 pm |
| MONDAY | Ken Martin Leisure Centre | 8.30 pm |
| TUESDAY | Kimberley Leisure Centre | 8 pm |
| WEDNESDAY | Hucknall Leisure Centre | 9 pm |
| THURSDAY | Rainworth Leisure Centre | 8 pm |
| FRIDAY | Hucknall Leisure Centre | 7, 8 & 9 pm |

CAN I SWIM FOR BADGES

Yes, Badges are awarded for timed swims of various distances to Swimmers who achieve BSCA (British Swimming Coaches Association) times for 25 and 50 metres. For distances of 100 metres or more called Falcon Awards are provided. These badges and Medals can be purchased from the Awards Officer.

CLUB CHAMPIONSHIPS

The Club Championships is open to all swimmers and ran throughout the year. An information pack with entry sheets and dates is posted on the Falcon ASC website.

The format provides an opportunity for swimmers to compete in a full Olympic programme of swimming events, with the 8's and under being able to enter the 25m events. They consist of 7 separate galas, 4 of which are for the distance events (400m Freestyle, 800m Freestyle, 1500m Freestyle and 400m I.M.) with the remaining 3 galas making up the remainder of the events.

WHAT ARE OPEN MEETS

These are competitions arranged by various Clubs throughout the Country. Falcon ASC is one such Club hosting an open meet every year called 'The Falcon Sprints Open Meet'.

A swimmer enters these competitions voluntarily, competing under the Clubs name but swimming as an individual. Entry forms are completed and sent, accompanied by a cheque and a stamped addressed envelope (if required), to the host Club.

If a swimmer is not accepted due to the event being over subscribed their cheque will be returned. The swimmer will turn up and swim at the warm up time on the information.

WHAT ARE THE COUNTY CHAMPIONSHIPS

This competition is for swimmers within Nottinghamshire and is organised by the Nottinghamshire ASA. It is designed to find the County Champion and provide a competition where swimmers can achieve Midland and National qualifying times.

However, a swimmer does not have to be a future champion to enter the County Championships, but must achieve a qualifying time. Most swimmers compete to try and achieve a personal best time (PB).

The format for entering the County Championships is the same as for Open meets except that entry forms are returned to the Club Secretary, who is required to send them as a block entry for the Club.

WHAT ARE TIME TRIALS

Time trials are timed swims against the clock and not a race against other swimmers. This gives swimmers the opportunity to set Personal Best (PB) times and the chance to try and better their PB's. All times are put into the rankings book and provide the team selectors with a list of times for them to use to select their teams for galas.

Time trials are conducted on similar lines to a gala. We have an official starter, judges, and timekeepers. There is always a person on the poolside to organise the swimmers for their swims. The first session is for juniors who are swimming for 25 metres (1 length). These times are for bronze badges. Any other session's swimmers swim 2 lengths (50 metres) or more and these are for silver and gold badges or Falcon awards.

WHAT DO I DO WHEN I SWIM IN A GALA

Once you have changed in the pools changing room, put all your clothes into a bag and go onto poolside. Look for the Falcon ASC flag hanging on the poolside wall, this will tell you where the Falcon team is. Inform one of the Team Managers that you have arrived and place your bag in the same area as the other Falcon swimmers bags. You will be allowed a swim before the gala starts known as the warm-up. When the warm-up has finished return to the Team Manager who will tell you what events you are swimming and when it is time to swim. If you need to go to the toilet or to see your parents, please inform your Team Manager first, this will save him/her time in trying to find you.

NEVER GO OUTSIDE THE POOL AREA DURING A GALA

ARE THERE ANY POOLSIDE RULES

Yes. Swimmers must not take glass bottles onto the poolside; this applies at training sessions and galas. Swimmers are not allowed on to the balcony with wet feet, they must be dried and footwear worn. To go onto the balcony with wet feet will make the steps become slippery, causing swimmers and spectators to fall.

IS FALCON ASC CONCERNED ABOUT CHILD PROTECTION

Child protection is very important to the Club. Every member of the committee and every person who is on poolside e.g. Coaches, officials, poolside helpers etc., have completed a Child Protection form (CRB checked) and are registered with the Amateur Swimming Association (the sports governing Body). The Club follows the ASA Guidelines for safeguarding children with Equality/Diversity and Anti-bullying policies. Where required, Staff working within the Club have attended a Safeguarding Children Course.

Anyone concerned about anything to do with this subject please talk to the Welfare Officer. Full details of our Child Protection Policy can be found on the Club website www.falcons swimming.co.uk.

WHAT IS THE CLUBS EQUITY POLICY

Falcon ASC 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. Full details of our Equity policy can be found on the Club website www.falcons swimming.co.uk.

WHAT'S MY RESPONSIBILITY AS A PARENT/GUARDIAN

Parents/guardians are responsible for making sure that their child/children have arrived on time for training sessions and galas. You should ensure your child/children co-operate with the coaching staff and officials.

They are also responsible for the behaviour of the child/children in and around pools and Leisure Centres. If a parent/guardian is not able to stay at the pool and supervise their child/children, then we will require them to ensure they have organised for some other adult to be responsible.

Copies of the Swimmers and Parents Codes of Conduct can be found on the Club website www.falcons swimming.co.uk

ARE THE COACHES TRAINED

All of our Coaches are qualified and subscribe and adhere to the ASA standards. Some of the assistant Coaches are qualified and some are looking to qualify. They are very capable people who have the interests of the swimmers at heart. These people coach with the qualified staff and are not allowed to coach alone until they have reached a standard set by the Head Coach.

It is worth clarifying that very few Clubs can claim to only use fully qualified poolside help at all times.

WHO DO I SPEAK TO IF I HAVE A PROBLEM

Anyone who has a problem can speak to the relevant committee member, alternatively the Chairperson, Secretary or Welfare Officer is always available to discuss any issue. If you have a problem regarding swimming, the Coach is available for enquiries but not for debate. The Committee's policy in such matters is for any swimming problem to be put in writing and delivered to the Secretary. The problem will be discussed fully and a written reply will be returned.

HOW DO I FIND OUT INFORMATION ABOUT THE CLUB

Falcon ASC has a notice board at Hucknall Leisure Centre situated in the corridor leading to the changing rooms. The Club also has a website that contains all information about the Club www.falcons swimming.co.uk. A newsletter called Falcon News is produced each month and can be sent by email upon request. A small supply is also made available on poolside at Hucknall on a Friday evening. Regular reports on galas are submitted to the Hucknall & Bulwell Dispatch.

SWIMMER OF THE MONTH AND YEAR

When a swimmer achieves a faster time than their personal best time for a particular stroke over a particular distance, at either time trials or galas, they are awarded points. Details of how to calculate these points can be found in the rankings books.

These points are added together to find which swimmer has the most points each month in the junior age group (9 and under), the intermediate age group (10-13) and the senior age group (14 and over). A medal is awarded for each age group every month to the swimmer with the most points, which they keep.

All the points are calculated over the year to find the top girl and top boy swimmers. They are then presented with a trophy at our Presentation night.

PRESENTATION NIGHT

This is held every year at the end of the year. Trophies are presented for the Club Championships and this is followed by a buffet and disco. All swimmers, family and friends are welcome to attend this social event.

NOVA CENTURION (COUNTY SQUAD)

There are two ways of getting into Nova.

One – do well at the County Championships and be invited to join.

Two – is to be sent by Falcon ASC for a trial if the coach thinks the swimmer is capable.

The training with Nova is very intense and requires complete commitment by the swimmer.

ANNUAL GENERAL MEETING

Every November the Club holds its Annual General Meeting (AGM) to which all parents/guardians are cordially invited. One of the functions of the AGM is to elect the Committee for the following year, but please don't think that by attending the AGM you will be forced into becoming a Committee member.

By attending you will learn more about the Club through a series of reports and discussions and have the opportunity to vote on various issues.