



Windsor Swim Club Inc.

HANDBOOK

Club Address

YMCA Hawkesbury Oasis Leisure Centre
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South Windsor NSW 2756
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Postal Address

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Windsor NSW 2756

Email Address

swimclubwindsor@gmail.com

Website

windsor.swimming.org.au

LIFE MEMBERS

**Bob Dickinson
Chris Evans
Moreno Faccin
Liz Firth
Leisa Henderson
William “Wink” Howarth
Nick Keith
Riet Koppelhuber**



**Helen Palmer
Pauline Ponder
John Ponder
Anne Raphael
Neil Raphael
Bradley Ryan
Louise Watson**

PRESIDENTS ADDRESS

Welcome to Windsor Swim Club. We have a proud history as a family oriented club who has consistently achieved fantastic results, with our swimmers representing the club at a regional, state and national level in both pool and open water swimming. Our club strives to see our swimmers enjoy themselves, with a focus on personal best swims and individual improvement across all ages. Our Friday night club nights are an opportunity for swimmers to engage with friends while enjoying a sport that is a valuable life skill.

Our committee members are focused on ensuring the club continues to provide opportunities for all swimmers at whatever stage they may be at. We welcome the input and suggestions from all members, so if there is something you would like to discuss, please talk to one of the club Directors if you cannot attend our monthly committee meeting.

We look forward to seeing our swimmers continue to have fun, achieve amazing things, and enjoy their sport for many years to come.

Felicity Sinnett
President

RACE COMMITTEE'S WELCOME

Welcome members and families to the Windsor Swim Club. Our club is a family friendly club. We cater for swimmers of all ages and abilities and aim to provide opportunities for all swimmers to reach their goals and potential whether they are a recreational or representative swimmer. Club racing is held on Friday night with marshalling commencing at 6:25pm to begin competing at 6:30pm.

Our Club is run by volunteers who willingly give up their time to help make our club a successful one. When you and/or your children join the Club, there is an expectation that you will be available to volunteer on Friday night club nights and be available to volunteer at our club swim carnivals and other external carnivals where Windsor Swim Club's assistance is required. We welcome and appreciate any help that you as a parent can give on club nights. Remember the quicker we get started the earlier we can go home. There are many jobs that you can help with such as, timekeeping, marshalling, check starting and selling raffle tickets just to name a few.

During the season we may target carnivals that are run by other clubs or our area to suit all ages and abilities. Carnival dates, programmes and entry details are available on the NSW Swimming website. The club's race secretary, or any of the Club Directors can assist you with this information.

Strict cut off dates for entry into carnivals apply so please make yourself aware of these dates so you can successfully place your entries in by the desired time. Online entries will require payment at the time of entry, and this is generally done via a credit card charge. We encourage swimmers to enter external swim meets as well as our club carnivals and carnivals within the area. This gives the swimmer the opportunity to compete against other swimmers outside our club.

Club Night programmes are available for Summer and Winter Seasons. Please feel free to come and ask questions to any of the committee members if you are not sure about anything. Please do not go to a parent as they may give you the wrong answers.

On behalf of Windsor Swim Club, we wish all swimmers the best and an enjoyable time in the water.

Committee Members

A list of current Windsor Swim Club Committee members is available on the club's website www.windsor.swimming.org.au under the "Contact Us" tab.

Windsor Swim Club operates under a constitution as recommended by Swimming NSW. As such, there are 7 Director positions which are filled at each AGM. The Directors then nominate among themselves the parties to hold the position of President, Vice President, Treasurer, Secretary and Race Secretary with 2 further Directors not holding an additional title.

Club Meetings: Monthly management committee meetings are held on the 1st Monday of each month in the Oasis crèche commencing at 6.30pm. All club members are welcome to attend these meetings; however, voting at these meetings shall be the responsibility of the members of the management committee only. The meetings are an open forum for each of us to give feedback on how we can make our club even better. If there is an item you want discussed at any of these meetings, this can be submitted to the Committee for inclusion in the agenda before the meeting, or you may raise this at the meeting.

Working with children check

We all want our club members to swim in a happy and safe environment. Therefore, the club requests that parent helpers/volunteers have completed a current NSW Working With Children Check Application. From January 2015, this became a requirement from Swimming NSW and Metro North West Swimming. The application form can be accessed on the following website: <https://wwccheck.ccyp.nsw.gov.au/Applicants/Application>. On the application form, under purpose select "volunteer" and from the drop-down menu select "clubs or other bodies providing services to children". Once you complete the online form you need to take the print out (application receipt) to the RTA for the verification process to begin. You will be notified with your clearance to work with children (valid for unpaid work only for the following 5 years). There is no cost associated with this check if you apply as a volunteer of a club. **Please email the following details to the club via swimclubwindsor@gmail.com : name, member's date of birth, clearance number and expiry date of the check.**

MEMBER CODE OF CONDUCT

Windsor Swim Club abides by the requirements of the Safe Sports Framework, as listed in the club constitution.

Any questions regarding the conduct by a member or official (or parent) should be directed in the first instance to one of the club Member Protection Information Officers for advice. If you are not comfortable raising this with a member of the club, you may approach either Swimming Metro North West or Swimming NSW and they will provide the relevant guidance to you.

OFFICIAL'S CODE OF BEHAVIOUR

- Keep yourself informed of sound officiating principles and the principles of growth and development to children.
- Ensure that your own behaviour is consistent with the principles of good sportsmanship.
- Be consistent, courteous and constructive in your advice.

CLUB CAPTAINS

Club Captains will be determined at the commencement of each Winter Season for a 12 month period, and are announced at the annual Presentation Night.

WSC Members are encouraged to nominate any active swimming member who they believe embodies leadership qualities. Nominations must be made prior to the announced closing date via online submission.

All Nominations will be reviewed by the club committee, with a vote taken to determine the representatives. There will be three Club Captains elected each year. Nominee's will be notified, and must accept their nomination prior to the Committee Review taking place. There is no gender specification for nominations, however it is preferred that nominees are over 14 years of age to ensure they are able to uphold the representative commitments.

Please keep in mind that the Club Captains:

- Will be required to represent Windsor Swim Club in both Formal, and informal capacities as an ambassador. This includes Swim meets, functions, etc.
- Are expected to be regular attenders at Club Night
- Demonstrate a willingness to assist other members, and behave respectfully towards all other members, volunteers and officials.
- Will captain one of the three teams for Club Night racing.

FRIDAY NIGHT RACING

Windsor Swim Club holds Club Night Racing on Friday nights at the Hawkesbury Oasis Swimming Centre. Any special awards and presentations are done prior to the commencement of the night at 6:20pm with first events starting at around 6:30pm, unless otherwise stated in the programme.

Volunteers are required before club night commences therefore all volunteer helpers and officials should report to the Referee or delegate from 6:15pm to 6:30pm. We cannot hold club night racing without volunteers and officials, so your assistance is greatly appreciated by all of us at W.S.C.

The club uses "Dolphin stopwatches" to time races which are quite easy to use. They start automatically when the race commences, and the time-keeper is only required to stop the watch when the swimmer touches the wall and then record the time.

To enter events for Friday nights, you must submit all entries online. A link to the online entry form can be found on the club's website and will also be posted on our Facebook page prior to Thursday night. **Please note that entries close Thursday night at 8pm.** At the meet detail page select the "enter" button and this will take you to the log-in page. Once you are logged in select the "book on event" button and from here you can select the events you wish to enter then submit.

Submission and payment of external carnival entries.

External carnival entries are submitted via the hosting club or associations website. WSC is unable to accept payment on behalf of any member to process entries on your behalf. In the event a member is experiencing difficulty in processing their entry, this can be raised with either the Race Secretary or a Director and they will assist with the entry where possible. Please note that some external carnivals may include a qualifying time or break time for an event. In this instance, a swimmer must have an entry time that is either faster (or slower) than the time listed to be able to enter the event.

Please ensure you are aware of the carnival closing dates for competitions you are considering entering. Some Meets are quite popular and are restricted to the number of entries that can be accepted, and so it is best to enter as soon as possible to avoid disappointment.

CLUB CHAMPIONSHIP DISTANCE & AGE - online entries only

Club Championship events are at no additional cost to members, however it is the responsibility of the member (or their parent/ guardian) to complete the entry prior to the posted closing date. Given this is a championship event held over multiple weeks, all entries must be completed at the one time. Late entries will not be accepted for Championship Events

CLUB UNIFORM

Windsor Swim Club's colours are royal blue and gold (with black). Clothing orders are placed each year with a small selection of additional items available for purchase for the remainder of the season.

Orders are to be done by emailing the club with your name and the items & sizes. Payment is to be made into the club bank account before the order is placed.

Members are to wear the club uniform wherever possible when representing the club at carnivals, fundraising events etc. Some clothing items are awarded to representative swimmers who have attained certain levels of achievement as a recognition of their accomplishments.

Please note that for external carnivals/ Meets, it is a requirement that the swimmer wear a Windsor Swim Club swim cap. This enables the officials to also ensure that they have the correct swimmer in various events. If you require a cap, please approach one of the committee members before the relevant carnival date so this can be purchased.

NATIONAL QUALIFIERS

The club has a proud history of swimmers that have competed at a National Level (Age and Open Nationals). In recognition of the commitment to our club, W.S.C. will seek to provide financial assistance which will be assessed annually with consideration given to the distance being travelled for the event. In the case of a National Event being held in Sydney, W.S.C. will cover the cost of entry for the relevant member(s).

If WSC is to provide assistance to these swimmers to help cover the costs of representing the club at such prestigious swim meets, Swimmers are required to provide approximately 4 weeks notice of their intent to compete at Nationals. Additionally, those members are required to be actively involved in any fundraising activities that are arranged to benefit their cause.

To qualify for financial assistance, a swimmer must have either competed in or volunteered at a minimum of 75%* of Club Nights associated with the winter, or summer season in question. This 75% attendance may comprise of 50% attendance at club night and 25% attendance at Benchmark Meets.

Attendance at Benchmark meets (SMNW, NSW Metropolitan etc.), that run between Friday, Saturday and Sunday will count towards attendance should the committee receive ample notification. Assistance at events run by WSC will also count as "attendance at Friday night". It is the responsibility of the Member to advise the committee regarding their representation and attendance.

RECOGNITION AND REWARDS

Windsor Swim Club is proud to acknowledge the efforts of our swimmers and to offer additional incentives for achievements.

Representative rewards are as follows:

Qualification and attendance at Regional event (Swimming Metro North West Championships)

- First attendance = 2 x WSC Representative swim cap. Additional caps may be purchased from the club at cost price, or a replacement cap provided if required due to breakage in subsequent years following additional attendance.

Qualification and attendance at State event (pool or open water) for an individual event

- First attendance = Representative t shirt
- Embroidery on club jacket acknowledging achievement and season
- Subsequent attendance – to be reviewed by the Committee but may include subsequent representative t shirt, or a discount on a W.S.C cost item (uniform item or membership fee)

Qualification and attendance at National event (pool or open water) for an individual event

- First attendance = Representative t shirt
- Embroidery on club jacket acknowledging achievement and season
- Subsequent attendance – to be reviewed by the Committee but may include subsequent representative t shirt, or a discount on a W.S.C cost item (uniform item or membership fee)

In order to qualify for these items, swimmers are required to attend a minimum of 5 club nights in the season of their achievement as either a swimmer or as a volunteer. Non attendance at club night will mean a forfeiture of these rewards.

Should a member be selected and attend a state or national level event as a member of a relay, or for an individual event, they are then given the opportunity to purchase a bespoke swimming cap with the WSC logo and their level of achievement and name printed on it.

COMMITMENT TO WSC REPRESENTATIVE RELAY TEAMS

Swimmers may be asked to represent Windsor Swim Club in a relay team at National, NSW State and other representative team events. If a swimmer enters an individual event at a meet (National, NSW State and other representative team events) they will also be nominating themselves as "available" for relay team selection, unless discussed with the Head Coach and race committee prior to the entry closing date. Once selected, swimmers who agree to be part of a representative relay team will be required to commit to the training leading up to the event and be available on the day of the event.

If your circumstances change and you are no longer available to swim on the day of the event, you are required to give notice prior to the entry closing date. If you fail to do this, you will forfeit



the opportunity to swim in the next representative relay team event, and may be required to pay the clubs relay entry fee as compensation. Special conditions (e.g. medical certificate) may be considered at the Committee's discretion.

SELECTION OF WSC REPRESENTATIVE RELAY TEAMS

The Head Coach, in consultation with the Race Secretary will review relevant representative relay opportunities for Regional, State and National level events. As part of this review, the times of swimmers within the various age groups will be considered to determine if a team will meet the required qualifying time.

The decision to enter a relay team at a National or State level event will be at the discretion of the Head Coach. The cost of the entry is covered by the Club and as such it is important that competitive, committed teams are nominated and entered.

Regional level relay teams will be selected based on anticipated attendance and selection may not reflect the fastest possible team available. This is intended to increase participation among all swimmers within the Club who are attending the Meet, while also decreasing fatigue of some swimmers swimming multiple events.

Relay Teams at NON-TARGETTED MEETS may still be entered. However, neither the Head Coach or Race Secretary will be responsible for team selection at these events, nor will WSC cover the entry fee.

RECORDS

The current Course records are available on the club's website or on one of the noticeboards at the foot of the 25m Indoor Pool at Oasis. If you think that you may have broken a record, you need to fill a required notice form and give it to the Records Officer no later than **4 weeks** after the achievement has occurred. This will be ratified, and you will be informed if it is a record or not. Only first claim members can claim records. Record recognition will be presented at the next available Club Night, and noted during the annual Presentation Night.

Club Records

Club records must be broken on club nights only.

Best by club Records:

These are records broken outside club events (events such as Metro's, State, Nationals and all other external carnivals attended by swimmers). These times must be faster than the club record times to be claimed as a 'Best by Club Record'. These records need to be ratified before the record can be given. An official print out of the meet results will be accepted as validation. It is your responsibility to have this done.

GENERAL INFORMATION

- Details of future carnivals can be obtained from the race secretary, the Windsor Swim Club Facebook page, various club and regional websites or the Swimming NSW website.
- WSC Carnival results are kept by the Race Committee for a period of 12 months. External carnival results are uploaded by the hosting club
- Swimmers are requested to submit carnival results and information to the publicity officer for inclusion in Newsletters, on social media or the WSC webpage and/or local press releases.

Club Communication

WSC has two main forms of communication:

1. Email. We will email any important information to club members. The email address that is registered with the financial members will be the email address used. If you change your email address, it is your responsibility to inform the club as soon as possible so that this can be updated. Information that is sent includes newsletters, relay information, registration renewal, coach communications and other pertinent correspondence.
2. Facebook – the Facebook page will also share important information as well as the link for entering club nights each week. The page is used to celebrate our swimmers and any achievements they have accomplished. It is also used for any last minute communication e.g. pool closures on a Friday night. If you have anything you would like to be shared please send it in a personal message to the Windsor Swim Club Facebook page.

****Disclaimer**** The Windsor Swim Club (WSC) Face Book page serves two purposes. One is to celebrate the achievements of our swimmers. The second purpose is to communicate information to parents, caregivers and swimmers.

Positive comments are welcome.

If you have concerns or issues, please inbox us or contact the Publicity Officer during business hours. WSC reserves the right to remove comments that do not suit the purpose of the page.

PROTESTS

All protests concerning race rules, procedures or results will be adjudicated on by the Referee whose decision shall be final.

All protests incur a \$100 deposit which will be refunded if the protest is successful. If the protest is not successful, the \$100 will be deposited into the Club's bank account.

TECHNICAL OFFICIAL QUALIFICATION

If you are interested in obtaining an Australian (SAL) Technical Official Qualification, Swimming Metro North West conducts training for members who wish to become technical officials in timekeeping, announcing, recording, marshalling, starting, judge of stroke, inspector of turns and refereeing. It is vital that our club have qualified officials that can perform these duties. If you would like information regarding these areas, please see the Club Referee or the Northwest Delegate.

Officiating is a great way to maintain enjoyment of the sport and to understand the process of how a Meet is run. Obtaining the qualification comprises a theory component (usually done in one evening) and a practical assessment to determine competence. It is recommended that any person who is looking to undertake any of these courses speak to a Club Director and be provided with some practical experience at a club night level prior to undertaking an assessment.

WINDSOR SWIM CLUB RACE RULES

1. A Point Score is conducted throughout the Friday Night Competition. Points are awarded to each swimmer for Personal Best Times (PB's) achieved on times swum each week.
2. Point score awards are given on all 25, 50, 100 & 200m swims in all form strokes as well as Individual Medley (IM) and all distance events. Overall Point score awards are also given out.
3. A monthly point score award is given at the club's presentation (usually a towel). Only first claim members are eligible for these awards.
4. Club Nights will commence at 6:30pm in Summer and 6.45pm in Winter. Swimmers should be in the marshalling area 15 minutes prior to the commencement of the night.
5. Officials (volunteer helpers) should report to Referee or delegate from 6:15 - 6:30pm. Swimmers should be present to be called to marshalling at approximately 6:15pm.
6. All entries must be submitted by **NO LATER THAN 8:00PM THURSDAY PRIOR TO RACE NIGHT.**
7. Entries classified as "late entries" will not be swum, with the exception of new club members attending their first night of racing.
8. Swimmers may only enter the number of races as indicated on the program each club night. This includes distance or medley event if eligible (see upgrades).
9. Each swimmer is limited to 1 X freestyle, 1 X backstroke, 1 X breaststroke, 1 x butterfly, 1 x individual medley or distance swim as per program. If it is only a 3 event swim night and 4 entries are put in, the last form stroke swim will not be seeded in an event. There will be no further discussions regarding which swim you meant to participate in.

10. Time trials are permitted by arrangement with the Referee and Race Secretary, if time is permitting. No points will be given for a time trial swim. The qualifying distance for entry is 50m (QT) for each form stroke, or the stroke being swum in the time trial. All 25m & 50m times must be reached to do either the 100 Individual Medley or the 200 Individual Medley.
11. Swimmers under 12 years of age are not permitted to swim more than 1 x 200m event in an evening unless this has been endorsed by the Head Coach.
12. Progression Standards are outlined in the table below.

PROGRESSION STANDARDS (Qualifying – UPGRADING TIME)			
Stroke	Distance	12 & Under Time	13 & Over Time
Free	25m → 50m	25.00	n/a
Free	50m → 100m	50.00	45.00
Free	100m → 200m	1:30.00	1:20.00
Free	200m → 400m	3:00.00	2:45.00
Free	400m → 800m	6:30.00	6:00.00
Free	1500m	13 & Over only. Eligible to swim if qualified for the 800m free. A member under the age of 13 may swim the 1500m event only upon endorsement/ approval by the W.S.C. Head Coach.	
Back	25m → 50m	30.00	n/a
Back	50m → 100m	55.00	50;.00
Back	100m → 200m	1:50.00	1:40.00
Breast	25m → 50m	35.00	n/a
Breast	50m → 100m	1:00.00	55.00
Breast	100m → 200m	1:55.00	1:45.00
Fly	25m → 50m	30.00	n/a
Fly	50m → 100m	1:00.00	55.00
Fly	100m → 200m	1:40.00	1:30.00
IM	100m & 200m	4 x25m and 4x50m strokes qualifying time achieved	
IM	200m → 400m	3:50.00	3:30.00
Note: 100m IM – Progression times for 25m free,25m back,25m breast,25m fly. 200 IM – Progression times for 50m free, 50m back, 50m fly, 50m breast must be achieved before swimming this event at club night competition. ALL progression times must be achieved at a WSC Club Night to be applicable for the swimmer to enter longer distance events.			

Club Rules for Competition

1. Swimmers 7 years old and under must enter 25m events before progressing to 50m events. A swimmer must achieve the qualifying time to upgrade from 25m to 50m and from 50m

- to 100m and so on. The rule still applies that qualifying times must be achieved before upgrading to a further distance.
2. Swimmers ages 8 years may enter either 25m or 50m events. If 25m events are selected, swimmers must meet the relevant qualifying time before progressing to 50m events.
 3. Swimmers 9 years old and over must enter 50m events. A swimmer must achieve the qualifying time to upgrade from 50m to 100m.
 4. Established Windsor Swim Club member's who achieved the qualifying times in the prior winter/summer seasons for progression, will be exempt from this ruling.
 5. Swimmers who choose to compete in 25m events are not compelled to swim in the next distance. However, once they have competed in a 50m event in a particular stroke they cannot compete in a 25m event in that stroke again on club night. If this does occur, they will be allocated one point for that swim.
 6. If a swimmer is competing in the 800/1500 freestyle race and a disqualification occurs after the 800 metre mark their 800m time will stand. If the disqualification occurs before the 800m mark, both the 800m and 1500m times will be classed as Disqualification.

Point Score Allocation

- | | |
|---|----------|
| 1. Starting and Finishing a Race | 1 POINT |
| 2. 1.00 - 0.01 seconds slower than best time | 2 POINTS |
| 3. Equal best time | 3 POINTS |
| 4. 0.01 - 1.00 seconds quicker than best time | 4 POINTS |
| 5. 1.01 - 1.99 seconds quicker than best time | 5 POINTS |
| 6. 2.00 Plus seconds quicker than best time | 6 POINTS |
7. The race committee may alter events if necessary throughout the current season.
 8. Any appeals against the race rules or Race Committee decisions may be taken before the Management Committee Meeting of the club.
 9. A Management Committee Meeting of the club may extend, alter or restrict these rules as necessary throughout the current season.
 10. New club members will be allocated 1 point for swimming for the first night.
 11. Swimmers will be awarded 1 point per swim on their first night of swimming in the current season.
 12. **A Competitor may swim unregistered for 1 Friday night**, then join the club to be eligible to swim on club nights and at other club area competitions and Swimming NSW events.
 13. All Friday club nights will be conducted in accordance with Swimming NSW rules.

14. If a swimmer enters 4 swims on a 3 swim night, they will not be entered in the 4th form stroke swim. If missed and they do swim the extra event, only the first 3 swims will be awarded points.

15. All times achieved will be sent to NSW Swimming and posted on the NSW Swimming website. Club night results can, when possible, be viewed using the Meet Mobile app on smartphones.

16. If there is no qualified Referee and Starter present on any given club night, the results are not classified as official times and therefore cannot be presented to NSW Swimming. In this instance, swimmers will be notified at the commencement of the evening that they will not receive an official time for their races that evening.

[Windsor Swim Club Starting Instructions](#)

1. The Windsor Swim Club Friday Night Events and Carnivals will be conducted under the **“One Start Rule”**.
2. After the preceding race starts, swimmers are to step forward to behind the starting blocks.
3. Swimmers must be behind the starting block of your nominated lane.
4. When the swimmers have placed themselves behind their blocks the Starter will announce the event and heat number, **for example “Event 47. Heat 1”**.
5. On the long whistle from the Referee, swimmers shall step onto the Starting Blocks and remain there or for Backstroke swimming, immediately enter the water, a second long whistle shall bring the backstroke to the starting position in the water, and remain stationary.
6. On the Starter’s command **“Take your Marks”**, swimmers will immediately take up their starting positions with at least one foot at the front of the starting block, or in the case of a Backstroke start, their starting position in the water, and remain stationary.
7. When all swimmers are **Stationary** the starter will give the starting signal by a pistol shot, hooter, beep, whistle or command.
8. Any swimmer starting before the starting signal has been given, shall be disqualified. If the starting signal sounds before the disqualification is declared, the race shall continue, and the swimmers shall be disqualified upon completion of the race.
9. If the disqualification is declared before the starting signal, the starting signal shall not be fired, and the remaining swimmers shall be started again.
10. Swimmers must remain in the lane in which they started and should remain in the water in their lane at the completion of the event, until directed by the Referee to leave the pool. Starting (for the following event) may be “over the top” and will be announced before the events commence.

Club Championship Rules

Please Read the Season Program to find out when each Championship is on.

To qualify for Club Championships a swimmer must:

1. Be a financial member of the Windsor Swim Club.
2. Be a Primary member of the Windsor Swim Club.
3. Have competed in at least **seven (7) club nights during the summer or winter season** prior to the commencement of the first night of competition of either or both Distance and Age Championships or have requested special consideration from the Committee and Directors, who will determine an answer at their absolute discretion based on the circumstances prior to the commencement of Club Championships. (Please note conflicting priorities on a Friday evening is not grounds for consideration).
4. Have supplied a **volunteer for at least five (5) club nights during the summer or winter season** prior to the commencement of the first night of competition of Age Championships for the particular season (this can be a parent, relative, friend etc, or the swimmer themselves). A volunteer role may include any role to assist with the running of the club night (setting up, packing away, timekeeping, marshalling, check starting, BBQ, selling raffle tickets just to name a few). If a swimmer does not supply a volunteer for at least five (5) club nights, they will not qualify to compete in the Club Age Championships. Special circumstances may be taken into consideration at the Committees discretion. A volunteer sign on sheet will be held at the Race Secretary desk to record assistance provided.
5. Have swum each stroke and required distance in relation to the events they wish to enter in the Championships at least once during the current summer or winter season, to be able to swim **THAT** stroke at the Distance and / or Age Championships. For example: **You cannot claim a 100m time trial swim as having qualified for a 100m championship event when swum in a 200m distance event. However, you can claim an 800m freestyle time when swimming a 1500m freestyle event as they are swum and timed concurrently in the same event.** Swimmers intending to swim in Individual Medley events at Club Championships **MUST** ensure that they meet the qualifying criteria of the times for each form stroke i.e.; FREESTYLE, BACKSTROKE, BUTTERFLY, AND BREASTSTROKE in the 25m swims for the 100m IM, and the 50m swims for the 200IM. They also must swim at least one (1) Individual Medley of either 100m or 200m distance at Club Night **PRIOR** to the Championship entry closing date. This is a necessity to be able to qualify to compete at Age Championships.
6. **Age as at the first day of the Age Club Championship.** Please note that a swimmer intending to swim in a Distance Championship must be ranked in the top 12 in the summer season and the top 14 in the winter season (male or female). We encourage swimmers to ensure they have completed their eligible swims early in the season.

7. Place getters will be determined by the Race Secretary and where there are more entries than positions, those swimmers who have achieved a position will be announced via facebook. Only club times will be used for Club Championships (Age and Distance) using times from the current season.
8. To qualify for entry in the Senior Club Championships, a member must be aged 17- 34 years.
9. To qualify for entry in the Club Veteran Championships, a member must be at least 35 years of age.
10. Any swimmer meeting the qualifying rules for an event in the Championships is eligible and encouraged to swim that event, however, to qualify for an award in **AGE, DISTANCE, SENIOR OR VETERAN CHAMPIONSHIPS**, a swimmer must compete in at least four (4) events programmed for that group in the Championship.
11. A point system will be used to determine the winners of **AGE, DISTANCE, SENIOR, VETERAN CHAMPIONSHIP**.
12. Trophies and awards are given to 1st, 2nd, 3rd, and participation medals in all age groups according to finishing results after club championships. There will be an age champion awarded for the 25m events and a separate age champion awarded for the 50m and over events. For example, an 8 year old swimming in the 25m championship will be scored separately to an 8 year old swimming in the 50m and over championship events.

Age Groups & Distances for Age Championships

- 8 years & under 25m of each stroke.
- 8 years to seniors 50m of each stroke (qualifying time)
- 8 years and over 100m of each stroke (qualifying time)
- 8 years and over may swim 100m Individual Medley or 200m Individual Medley (QT)
- Distance Championships is 12 years and over providing time standards are obtained in the 200m, 400m, & 800m events.
- Swimmers 8 years and over may swim in all 50m & 100m events + 100m and 200m Individual Medley events in the Winter season (total of 10 swims for Age Championships).
- Swimmers 8 years and over may swim in all 50m & 100m events + 200m Individual Medley events in the Summer season (total of 9 Swims for Age Championships)

Championship Point Score

1 ST	10 POINTS	5 TH	3 POINTS
2 ND	7 POINTS	6 TH	2 POINTS
3 RD	5 POINTS	7 TH	1 POINT
4 TH	4 POINTS		

Championship Rewards

At the end of each season, the club will hold its distance and age championship events. To be eligible for the Championships, swimmers must have attended a minimum of 7 club nights as a swimmer, provided (or had a family member or friend provide) a volunteer at a minimum of 5 club nights, and must have swum the championship event being entered at least once during the applicable season. Scores are calculated at the end of each season, and the rewards are presented to the applicable members at the club presentation night.

The rewards for the various championships are as follows:

- Distance Champion
- Age Champion
- Point score winner (by month)
- Most improved (by stroke)

Other rewards/ acknowledgements that are presented annually are:

- Most Improved Award
- Most Outstanding Award
- WSC Most Valuable Member
- Kylie Taylor-Dalton Memorial Coaches Award

IMPORTANT

Please note that the Age Championship Individual Medley is included in the point-score tally for Overall Age Champion. There are no "INVITATION" swims in club championships.

Kylie Taylor-Dalton Memorial Coaches Award

Kylie Taylor-Dalton is a former coach of Windsor Swim Club. Following her passing, a perpetual trophy has been created by the Club as a memorial to her dedication and assistance to our swimmers. The award is nominated by the club Coaches and is presented to that member who has best embodied the qualities that Kylie herself was always seeking to instil, namely a positive attitude and a sense of perseverance. Kylie was a strong believer that while not all swimmers will reach an elite competitive level, they should all have a genuine love and passion for their sport, and the award seeks to recognise that athlete who continues to show a desire to consistently improve themselves.

Former recipients of this award include the following:

Brielle Donaldson	Dylan McPherson	Calvin Stretcher
Maddison Felder	Kieren Faccin	Julianna Simpson
Brienna Hall	Joshua Young	Peter Cass
Madizen Wilkins	Liam Viegel	Tarni Cameron
Daniel Schouten	Emily Hopcroft	Luke Woodworth
Molly-May Cann	Levi Hall	Laura Wagner
Bradley Ryan	Sandy Freeman	Jarryd Keith
Brianna Hall	Imogen Battese	Kay-Ellen King
Dylan Wilson	Lauren Ryan	Donovan O'Keeffe
Alyssa Van Klooster	Sharntelle Lloyd	Kane McNamara
Owen Hainsworth	Kate Powell	Rhiannon Williams
Dylan McPherson	Nicholas McKenzie	Madison Harris
Gemma King	Sharntelle Lloyd	Vanessa Chapman
Geordie Steinbach	Colby Hedges	Nathan Fleetwood
Bindi Gadd	Alicia Facchin	Sophie-Rose Chapman

FINAL MESSAGE

As the club is run by volunteers, it is important for everyone to get involved. It's simple, the more help we receive on club nights, ensures that the swim-meet runs smoothly, and we can all get home at a reasonable hour. Your assistance is always appreciated and much needed on club nights as well as Windsor Swim Club carnivals and external carnivals. Involving yourself in what happens on the night gives you as parents a better understanding of how it operates. Many hands make light work, so don't be shy and lend a hand. If you are unsure, please tell someone and they will provide guidance. Every volunteer on our pool deck started from somewhere as simple as assisting during a club night. Parent helpers are also needed to run the club efficiently so if you want to be on the committee please come forward and discuss it with a member.

*Swim fast, have fun and strive to be your very best.
You never know, there may be future
Australian Swim Team members amongst our fabulous swimmers.*

**Happy Swimming from
WINDSOR SWIM CLUB**

