**Birkenhead Swimming & Water Polo Club**

**Membership Pack 2024**

**PAYMENTS BY BANK TRANSFER ONLY**

**Cash & Cheques will not be accepted.**

**NEW MEMBERS**

Return completed pack to **members.birkenheadsc@outlook.com**

**MEMBERSHIP RENEWALS**

To renew with NO CHANGES to your existing information

Payment only required

There is no need to return the membership pack

To renew and NOTIFY CHANGES to your existing information

Please make payment and return membership pack

**members.birkenheadsc@outlook.com**

**RENEWAL FEES DUE BY Friday 23rd February 2024**

In paying to renew your membership you are confirming you have read, and agree to abide by the “Birkenhead Swimming & Water Polo Club” codes of conduct, policies and rules, and confirm your understanding and acceptance that such rules (as amended from time to time) shall govern your membership of the Club. You further acknowledge and accept the responsibilities of membership upon members as set out in the rules.

**To check membership category go to:**

[**https://www.swimming.org/swimengland/club-member-check/**](https://www.swimming.org/swimengland/club-member-check/)

**Enter your Surname or SE Number and select yourself from the list of names.**

**Your category is listed under Membership Details**

**If**

 **“Birkenhead SC”**

 **IS NOT**

**your longest serving club**

**PAY ONLY THIS FEE**

**If**

 **“Birkenhead SC”**

 **IS**

**your longest serving club**

**PAY THIS FEE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SE****Membership Category** | **Swim England****Category Description** | **Birkenhead** **Membership Fee** | **Swim England Fees** | **TOTAL Fee** |
| **“Club Train”** | **Club Train Membership** is for swimmers who are part of a club and are training to swim or are swimming at any level within the club network. It is not for people who compete in open competition | **£10.00** | **£17.35** | **£27.35** |
| **“Club Compete”** | **Club Compete Membership** is for people who want to compete and be part of a structured competitive pathway. It is for members who want to compete in open competitions | **£10.00** | **£39.70** | **£49.70** |
| **“Club Support”** | **Club Support Membership** is for anyone involved in a club who isn’t covered by Club Train or Club Compete, such as volunteers, coaches and teachers.  | **£10.00** | **£13.00** | **£23.00** |

 **PAYMENT BY BANK TRANSFER ONLY TO:**

Account Name: **Birkenhead Swimming Club**

Sort code:    **40-24-40**

Account No: **21131095**

Reference: **"Swimmer name" (Please ensure you include the name)**

The club is committed to providing support for its members and in the event that you have any difficulties with fees please speak, in strictest confidence, to the Chairperson, Sarah Wylde Tel: 0787 621 612

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| --- |
| **Birkenhead Swimming & Water Polo Club Membership Form**  |
| **Swim England and Birkenhead Swimming Club Privacy Policies are available at:** [**www.birkenheadsc.org.uk**](http://www.birkenheadsc.org.uk) |
| **Please return completed forms to:** **members.birkenheadsc@outlook.com** |
| **APPLICANTS DETAILS** |
| Membership Number |  | Please provide if you have existing SE membership number |
|  |
| Membership Category |  | **Club Train:** Swimmers who do not compete in “Open” competitions**Club Compete:** Swimmers who compete in “Open” competitions**Club Support:** Non swimming members |
|  |  |  |  |  |  |  |  |
| Activity | Swimmer |  | Water Polo |  | Official/Volunteer |  |  |
|  |
| Title |  | Mr/Miss/ Ms/ Other |
|  |  |  |  |  |  |  |  |
| First Name |  |  |
|  |  |  |  |  |  |  |  |
| Initials |  | Initials of your first and middle name/s |
|  |  |  |  |  |  |  |  |
| Surname |  |  |
|  |  |  |  |  |  |  |  |
| Known As |  | Please provide if different from “First Name” |
|  |  |  |  |  |  |  |  |
| Date of Birth |  | dd/mm/yyyy |
|  |  |  |  |  |  |  |  |
| Postcode |  |  |
|  |  |  |  |  |  |  |  |
| Address |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Town |  |  |  |  |
|  |  |  |  |  |  |  |  |
| County |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Home Telephone |  |  |  | If 2 numbers entered please |
|  |  |  |  |  |  |  |  |
| Mobile Telephone |  |  |  | indicate main number in box |
|  |
| **If the applicant is under 18 DO NOT provide the applicants e-mail address.****For applicants under 18 a parent’s e-mail must be provided.** |
|  |
| Home email |  |  |
|  |  |  |  |  |  |  |  |
| Parent email |  |  |
|  |  |  |  |  |  |  |  |
| Competition Eligibility Category **Please select** | **Female/ Open** | **Female:** Athletes with a birth sex of female**Open:** Athletes with a birth sex of male, transgender or non-binary competitors or any competitor not eligible for the female category |
|  |  |  |  |  |  |  |  |
| Country of Representation |  | Eg. England/ Scotland/ Wales |

 **Medical information form**

**To be completed by parents/carers of members under 18 years**

It may be essential at some time for the club to have the necessary authority to obtain any urgent medical treatment for your child whilst they train, compete or take part in activities with Birkenhead Swimming & Water Polo Club.

Would you therefore please complete the details on this form and sign below to give your consent.

|  |  |
| --- | --- |
| **Emergency Contact 1**(name, number and relationship to member) |  |
| **Emergency Contact 2**(name, number and relationship to member) |  |

One of the above numbers must be a mobile number, and if we cannot contact you on the numbers above please nominate a further emergency contacts:

|  |
| --- |
| **Medical information** (Please include any primary and secondary disabilities. All disclosures will be kept confidential and only shared when appropriate to do so*)* |
|  |
| **Allergies** |  |
| **Medication** |  |

|  |  |
| --- | --- |
| **Additional Information** Please include information you believe is relevant to help provide you with a positive experience. Eg: previous swimming experience, reasonable adjustments you require, gender pronouns, nickname |  |
| **Is this the only club that the swimmer is a member of?** | Yes / No | **Other Club** |  |

I, being the parent/guardian of the above named child hereby consent to the use of this information by Birkenhead Swimming & Water Polo Club for the protection and safeguarding of my child’s health. I also give permission for the Coach, Team Manager or other Club Officer to give the immediate necessary authority on my behalf for any medical or surgical treatment recommended by competent medical authorities, where it would be contrary to my son’s/daughter’s interest, in the doctor’s medical opinion, for any delay to be incurred by seeking my personal consent.

I understand that Birkenhead Swimming & Water Polo Club may still have a lawful need to use this information for such purposes even if I later seek to withdraw this consent.

|  |  |
| --- | --- |
| **Signature of consent by parent/guardian** |  |
| **Print full name**  |  |
| **Date** |  |

Birkenhead Swimming & Water Polo Club will use your personal data for the purpose of your child’s involvement in training, activities or competitions with Birkenhead Swimming & Water Polo Club.

For further details of how we process your personal data or your child’s personal data please view our Privacy Policy at: [**www.birkenheadsc.org.uk**](http://www.birkenheadsc.org.uk)

# Swim England Code of Ethics

**To be completed by all members and parents/ guardians of members under 18 years**

# Terms of Reference

The content of this Code of Ethics applies to all those involved within the sport of Swimming, Diving, Water Polo, Open Water Swimming and Synchronised Swimming. The Code of Ethics should be read in conjunction with the Swim England Codes of Conduct contained in Wavepower (Swim England Child Safeguarding Policy and Procedures).

# Swim England Code of Ethics

All individuals within the Swim England aquatic disciplines will at all times:

* Respect the rights, dignity and worth of every person, be they adult or child, treating everyone equally within the context of the sport.
* Respect the spirit of the sport adhering to the rules and laws in and out of the pool, incorporating the concept of friendship and respect for others.
* Promote the positive aspects of the sport and never condone the use of inappropriate or abusive language, inappropriate relationships, bullying, harassment, discrimination or physical violence.
* Accept responsibility for their own behaviour and encourage and guide all Swim England members and parents of junior members to accept responsibility for their own behaviour and conduct.
* Ensure all concerns of a child safeguarding nature are referred in accordance with Wavepower (Swim England Child Safeguarding Policy and Procedures).
* Conduct themselves in a manner that takes all reasonable measures to protect their own safety and the safety of others.
* Promote the reputation of the sport and never behave or encourage or condone others to behave in a manner that is liable to bring the sport into disrepute.
* Adhere to Wavepower the Swim England Child Safeguarding Policy and Procedures.
* Adhere to the Swim England Anti-Doping Rules.
* Adhere to the Swim England Equity Policy.
* Adhere to the Swim England Laws and Regulations.
* Adhere to the Swim England Codes of Conduct.

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I confirm that I have read, and agree to abide by the code of conduct and the club policies.

I acknowledge receipt of the rules of Birkenhead Swimming & Water Polo Club and confirm my understanding and acceptance that such rules (as amended from time to time) shall govern my membership of the Club.

I further acknowledge and accept the responsibilities of membership upon members as set out in these rules.

|  |  |
| --- | --- |
| Signature of the child |  |
| Signature of parent/guardian |  |
| Date |  |

**Birkenhead Swimming & Water Polo Club**

**Code of Conduct for Athletes under 18**

This Code of Conduct should be read in conjunction with the swim England Code of Ethics.

**This code is something that you as an athlete should refer to in relation to your rights as an athlete, the respect you should expect but also that which you demonstrate to other members, what is expected of you in terms of listening and being listened to and your behaviour as a member of the club.**

**As a member of our club, you have the right to:**

* Feel safe and know how you can raise concerns.
* Be listened to.
* Be involved and contribute towards decisions within the club or activity.
* Be respected and treated fairly by every member of the club.
* Feel welcomed, valued and not judged based on your race, gender, sexuality, faith, ability or any other relevant characteristic.
* Be encouraged and developed with our help and support.
* Be looked after if there’s an accident or injury and have your parents/guardians/emergency contact informed, where appropriate.

**As a member of our club we expect you to:**

* Be aware of Wavepower and adhere to relevant guidance.
* Adhere to the Swim England regulations, Code of Ethics, Club Constitution and rules.
* Listen to your coach or teacher, behave responsibly and speak out when something isn’t right.
* Never leave the premises (at either training or a competition) without agreeing it with your coach, teacher or team manager first. This is just as important for our adult members as well as those under 18.
* Make it to training and competitions on time and if you’re running late, let a member of the club know.
* Make your coach or teacher aware if you have any difficulties attending training or competitions.
* Bring the right kit to training and competitions.
* Take care of equipment and premises as if they were your own.
* Support and encourage your team mates.
* Respect volunteers and competitors at competitions.
* Respect the committee members, coaching and teaching team and volunteer helpers at all times.
* Get involved in club decisions, it’s your sport too.

**We expect certain standards of behaviour from our members. By becoming a member of the club and therefore agreeing to this Code of Conduct you agree to:**

* Follow the rules of the club, squad or activity at all times.
* Respect and celebrate differences in the club and you will not discriminate against anyone else on the grounds of age, gender, race, sexual orientation, faith, ability, or any other relevant characteristic.
* Understand that the use of abusive or inappropriate language, bullying, physical violence or any other behaviour which hurts others will not be tolerated by the club.
* Respect the privacy of others especially in the changing rooms.
* Not use any mobile device, at any time, in the changing areas.
* Report any concerns you have about someone taking photographs or footage of others in the changing areas.
* Report any incidents of bullying or unacceptable behaviour to the welfare officer, even if you’re just a witness.

**Breaches of this Code of Conduct will result in disciplinary action being taken against you by the club committee and any behaviour which may be a criminal offence will be reported to Police and any other relevant authority, by the club.**

|  |  |
| --- | --- |
| Signature of the child |  |
| Signature of parent/guardian |  |
| Date |  |

**Birkenhead Swimming & Water Polo Club**

**Code of Conduct for Athletes 18 and over**

This Code of Conduct should be read in conjunction with the swim England Code of Ethics.

**This code is something that you as an athlete should refer to in relation to your rights as an athlete, the respect you should expect but also that which you demonstrate to other members, what is expected of you in terms of listening and being listened to and your behaviour as a member of the club.**

**As a member of our club, you have the right to:**

* Feel safe and know how you can raise concerns.
* Be listened to.
* Be involved and contribute towards decisions within the club or activity.
* Be respected and treated fairly by every member of the club.
* Feel welcomed, valued and not judged based on your race, gender, sexuality, faith, ability or any other relevant characteristic.
* Be encouraged and developed with our help and support.
* Be looked after if there’s an accident or injury and have your parents/guardians/emergency contact informed, where appropriate.

**As a member of our club we expect you to:**

* Be aware of Wavepower and adhere to relevant guidance.
* Adhere to the Swim England regulations, Code of Ethics, Club Constitution and rules.
* Respect your coach or teacher, behave responsibly and speak out when something isn’t right.
* Let someone know if you are leaving the premises (at either training or a competition). This is just as important for our adult members as well as those under 18 to know that you are safe at all times.
* Let someone know if you’re running late, particularly at a competition where it may impact on other members.
* Let someone know if you have any difficulties attending training or competitions.
* Support and encourage your team mates.
* Respect volunteers and competitors at competitions.
* Respect the committee members, coaching and teaching team and volunteer helpers at all times.
* Get involved in club decisions, it’s your sport too.

**We expect certain standards of behaviour from our members. By becoming a member of the club and therefore agreeing to this Code of Conduct you agree to:**

* Follow the rules of the club, squad or activity at all times.
* Respect and celebrate differences in the club and you will not discriminate against anyone else on the grounds of age, gender, race, sexual orientation, faith, ability, or any other relevant characteristic.
* Understand that the use of abusive or inappropriate language, bullying, physical violence or any other behaviour will not be tolerated by the club.
* Respect the privacy of others especially in the changing rooms.
* Not use any mobile device, at any time, in the changing areas.
* Report any concerns you have about someone taking photographs or footage of others in the changing areas.
* Report any incidents of bullying or unacceptable behaviour to the welfare officer, even if you’re just a witness.

**Breaches of this Code of Conduct will result in disciplinary action being taken against you by the club committee and any behaviour which may be a criminal offence will be reported to Police and any other relevant authority, by the club.**

|  |  |
| --- | --- |
| Signature of athlete/Member |  |
| Date |  |

**Birkenhead Swimming & Water Polo Club**

**Code of Conduct for Parents/ Guardians**

This Code of Conduct should be read in conjunction with the swim England Code of Ethics

**As a registered Swim England Member, and parent/guardian of a Member (under 18 years of age) at the Club, or a parent/guardian of a Club Member (under 18 years of age) but not a registered Swim England Member yourself, you are required to agree to this code of conduct.**

**As a parent/guardian you have the right to:**

* Be assured that your child is safeguarded at all times during activity with the club.
* Know who the Welfare Officer(s) is/are and how to contact them.
* Be informed of Wavepower and appropriate safeguarding and welfare reporting procedures.
* Know that any concerns about your child’s welfare will be listened and responded to.
* Know that anyone training or looking after your child at a club activity has the appropriate qualifications, checks and training.
* Be informed of any problems or concerns relating to your child raised by their coach.
* Know how to access the club policies, rules and procedures including the club complaints process and who to contact.
* Provide your consent or otherwise for photography and trips away.

**As a parent/guardian of a Club Member (under 18 years of age) we expect you to:**

* Make sure your child has the right kit for training and competitions.
* Ensure your child arrives to sessions on time and is picked up promptly.
* Let the club know if you’re running late to collect your child, if your child is going home with someone else or you have made alternative arrangements.
* Complete all consent, contact and medical forms and update us straight away if anything changes.
* Respect the decisions made by your child’s coach or teacher but understand you have the right to raise any concerns regarding your child. We will arrange a mutually convenient time so you can talk to us.
* Remember that children get a wide range of benefits from participating in one of our sports, including making friends, having regular exercise and developing new skills. It’s not all about winning.
* Not enter poolside or interrupt training or competitions unless in an emergency situation.
* Talk to your child and ensure they understand the rules of the club and the sport.
* Ensure your child understands the Athlete Code of Conduct.

**We expect certain standards of behaviour from all club members as well as parents/ guardians/ grandparents.**

**By agreeing to this Code of Conduct you agree to:**

* Behave positively as a spectator at training or competitions and treat others with respect.
* Give encouragement to your child well and provide support when they are struggling.
* Respect and celebrate differences in the club and not discriminate against anyone else on the grounds of gender, race, sexual orientation, faith, ability, or any other relevant characteristic.
* Respect anyone competing for other teams at competitions.
* Respect all volunteers, committee members, coaches and teachers at the club.
* Understand that the use of abusive or inappropriate language, bullying, physical violence or any other behaviour which hurts others will not be tolerated at the club.

**Breaches of this Code of Conduct will result in disciplinary action being taken against you by the club committee and any behaviour which may be a criminal offence will be reported to Police and any other relevant authority, by the club.**

|  |  |
| --- | --- |
| Name of child/children |  |
| Signature of parent/guardian  |  |
| Date |  |

**Birkenhead Swimming & Water Polo Club**

**Code of Conduct for member’s, committee members, officials and volunteers**

This Code of Conduct should be read in conjunction with the swim England Code of Ethics.

**As a volunteer at the club, we understand you have the right to:**

* Be supported in your role and respected and treated fairly by the club.
* Know who the Welfare Officer(s) is/are and how to contact them.
* Be informed of Wavepower and appropriate reporting procedures.
* Be informed of the club complaints process and who to contact at the club.
* Be aware of the club rules and procedures.
* Be involved and contribute towards decisions within the club.
* Feel welcomed, valued and listened to.
* As a volunteer of the club we expect certain standards of behaviour from our members.

**By becoming a member of the club and therefore agreeing to this Code of Conduct you agree to:**

|  |  |  |
| --- | --- | --- |
| **Rules and Regulations**  | **Volunteering and Behaviour** | **You the person** |
| Adhere to and implement Wavepower. | Refer all safeguarding and welfare concerns to the Welfare Officer. | Champion everyone’s right to take part and celebrate difference in our club or activity by not discriminating against anyone else on the grounds of gender, race, sexual orientation, faith, ability, or any other relevant characteristic. |
| Adhere to the Swim England Equality and Diversity Policy. | Respect children’s trust and rights whilst being honest and open with them. | Challenge and address instances of poor, negative, aggressive or bullying behaviour amongst children. Seek advice from the Welfare Officer where necessary. |
| Adhere to the Swim England regulations, Code of Ethics, Club Constitution and rules. | Treat all personal information about members or their families on a confidential ‘need-to-know’ basis unless information sharing with others is required to protect and safeguard a child from harm. | Keep any qualifications and CPD up to date relevant to your role. |
| Adhere to any conditions stipulated under the pool hire agreement. | Encourage children to behave in a positive manner and follow the rules of the club and sport. | Complete Swim England safeguarding training every three years as applicable to your role. |
| Keep children safe in sessions and at competitions with appropriate staffing ratios. | Adhere to your role responsibilities allowing others to adhere to theirs. | Ensure you have a current Disclosure and Barring Service (DBS) check (renewable every three years) as applicable to your role. |
| Ensure any equipment used is fit for purpose, safe to use and accessible. | Promote a positive and welcoming environment and culture within the club. |  |
| Ensure any complaints raised to you are appropriately referred under the Swim England Club Complaints process. |  |  |

|  |  |  |
| --- | --- | --- |
| **Rules and Regulations** | **Volunteering and Behaviour** | **You the person** |
| Support the club as required in completing and maintaining minimum affiliation standards. |  |  |

**Breaches of the Code of Conduct will result in disciplinary action being taken against you by the club committee under the judicial regulations. Continued issues and repeated breaches may result in your dismissal from the club. Any criminal offence will be reported to Police and any other relevant authority, by the club.**

|  |  |
| --- | --- |
| Signature of the volunteer |  |
| Printed name |  |
| Position in the club |  |
| Date |  |

Ref: Wavepower Version 1 published 3 January 2024

Photography and filming consent form

|  |  |
| --- | --- |
| Name of Organisation | **Birkenhead Swimming & Water Polo Club** |
| Website & link to Privacy Policy | [**www.birkenheadsc.org.uk**](http://www.birkenheadsc.org.uk) |

**To be completed by parents/ guardians of members under 18 years**

This form must be completed after reading the Swim England Photography and Filming guidance contained in “Wavepower Version 1 Jan 2024” Page 94 available at https://www.swimming.org

The organisation may wish to take photographs or film individual or groups of members under the age of 18 that may include your child during their membership of the organisation. All photographs and filming and all use of such images will be in accordance with the Swim England Photography and Filming Guidance and the organisation’s Privacy Policy (available at the website above or otherwise on request).

The organisation will take all reasonable steps to ensure images and any footage is being used solely for their intended purpose and not kept for any longer than is necessary for that purpose. If you have any concerns or questions about how they are being used please contact the Welfare Officer to discuss this further.

As a parent/guardian please complete the below in respect of your child/ren. We encourage all parents/guardians to discuss and explain their choices with their child/ren. Please note that either you or your child can withdraw consent or object to a particular type of use by notifying the Welfare Officer at any time. For the purposes of the organisations record keeping we ask if possible that such requests are made in writing wherever possible.

As the parent/guardian of I am happy for:

*[tick appropriate boxes]*

|  |  |  |
| --- | --- | --- |
| Yes | No | Media uses |
| ☐ | ☐ | My child’s photograph to be used on the organisations website. |
| ☐ | ☐ | My child’s photograph to be used on the organisations social media platform/s. |
| ☐ | ☐ | My child’s photograph to be used within other printed publications such as newspaper articles about the organisation. |
| ☐ | ☐ | My child’s photograph to be taken by a professional photographer employed by the organisation as the official photographer at competitions, galas and other organisational events. |

|  |  |  |
| --- | --- | --- |
| Yes | No | Training uses (training videos to be deleted once the relevant training is complete) |
| ☐ | ☐ | My child to be filmed by the organisation for training purposes. |

|  |  |
| --- | --- |
| Signature |  |
| Printed name |  |

Wavepower Version 1 published 3 January 2024