



MIDDLESBROUGH AMATEUR SWIMMING CLUB

TERMS OF MEMBERSHIP

2023-2025

INTRODUCTION

Middlesbrough Amateur Swimming club wishes to foster a culture of openness and transparency in all its activities. The following document outlines the Clubs Terms of Membership to ensure fairness and clarity of understanding.

JOINING THE CLUB

- Before joining the Club, swimmers will be offered an initial trial period by the relevant squad coach. The length of this trial period will be agreed between the Coach, swimmer, and supporter (if appropriate) and will last no longer than 2 weeks (14 days).
- If the Swimmer is to join the Club, they, or their supporter must ensure the following steps are taken within 5 working days:
 - A membership form is completed in full along with any appropriate permissions forms or medical information and returned to the Membership Secretary; membership@middlesbroughasc.org.uk;
 - The swimmer, and supporter (if appropriate) must read, sign, and return the relevant Codes of Conduct to the Membership Secretary: membership@middlesbroughasc.org.uk;
 - All associated payments must be made and arrangements for future payments set up. This will include the payment of the annual membership fee, any squad fees due for the current month, and the setting up of a standing order for future squad fees. Please ensure that standing orders are set up to pay squad fees on the 1st of each month, in advance, and carry the reference of the swimmer's name.



DURING YOUR MEMBERSHIP

- **Changes in circumstances**

It is the responsibility of the member (or supporter if appropriate), to ensure that the Club is informed of any changes to the swimmer's health, or any other circumstances that may impact their swimming. This should be communicated to the Coach in the first instance, or via the Club Welfare Officer: welfare@middlesbroughasc.org.uk, in the case of a welfare concern. Please see the MASC Sickness & Injury policy as to the clubs' rules for reporting and managing sickness and injury;

- **Payment of Fees**

It is the responsibility of the member (or supporter if appropriate), to ensure that all relevant fees are paid, including gala entry fees, on time/before any published deadline, and in full. Where fees are not received the Club reserves the right to suspend the swimmer from training or withdraw them from competition until the matter is resolved. Non-payment of fees for a gala entry prior to the deadline will result in the swimmer not being able to compete.

- **Difficulties in making payment**

If a member (or their supporter), is unable to make payment for any relevant fees, or is having any difficulties they are encouraged to contact the Club Treasurer: treasurer@middlesbroughasc.org.uk to discuss payment options, or access to the Club Hardship Fund:

- **Health & Wellbeing**

It is the responsibility of swimmers to manage their own health and identify when it is appropriate to train, or to take time away from the pool either to allow themselves to recover, or to prevent the spreading of viruses or general ill health- Please see the MASC Sickness & Injury Policy;

- **Time Management**

It is the responsibility of the swimmer to manage their training in line with the other demands on their time. Swimmers should ensure they are having regular conversations with their coach regarding any short-term challenges they might have that could impact on their ability to maintain a high level of training;

- **Club representation**

Whilst a member, all swimmers are required to represent MASC at any competitive event they should enter. The only exception to this is where a member of MASC is entering an event independently and is doing so as part of a team which is made up of other Club members.



TAKING TIME OUT OF TRAINING

- Swimmers should ensure that Coaches are fully aware of any short-term challenges that they may have regarding an ability to train at the required level. Coaches and swimmers should meet to discuss these and plan to manage the impact. It is important that swimmers recognise that in some cases the most appropriate solution may be to move a swimmer to an alternative squad for a fixed period that better meets their immediate needs;
- If however a swimmer needs to take a short break from swimming as a result of ill health/injury, a medical condition or they are unable to attend training for any other reason, this must be discussed in advance where possible, with the Coach and a plan put in place that covers, the expected length of time out of the pool, a schedule for update or review points, and a plan to return;
- Squad fees remain applicable for absences less than 6 weeks. Fees may not be applicable for absences of over 6 weeks if supported by medical evidence.

SUSPENDING MEMBERSHIP OR TRAINING

- The Club does not have a process for suspension of membership or training or an option to take a break for any other reason other than ill health or injury;
- Swimmers are welcome to take a break from swimming if they should wish, however they should make their coach aware and their reasons for doing so, so that alternative options could be considered if appropriate;
- Swimmers should be aware that taking a break from swimming may have an impact on their performance and as such it may not be possible for them to return, or at least initially, to their previous squad. Both swimmer and coach should discuss this situation in full so that all aspects are considered;
- Fees remain payable for any period away from the pool of 6 weeks or less. Any period out of training over 6 weeks and supported by evidence may result in a suspension of fees.



LEAVING THE CLUB

- If a Swimmer wishes to leave the Club, they are required to give a minimum of 1 full calendar months' notice in writing to both their coach and the Membership Secretary: membership@middlesbroughasc.org.uk;
- Squad fees will be due for the notice period.
- At the point of leaving the Club the swimmer will be contacted by a member of the coaching team or Committee to understand the reasons for leaving and gather any feedback that will help in the development of the club.

Date Created: 18/07/2023.

Date Approved by Committee:

Chairperson's Signature:

Date for Review: 18/07/2025