

The Harrow Kingfisher Swimming Club for Disabled People

Membership By-laws

General

The club has three tiers of membership

- Members with a disability
- Personal helpers (friend; relative or carer) of a member with a disability.
- Club helper (coach; teacher or committee member)

All Members:-

must complete and sign agreement / consent section of application form:

must pay the appropriate joining fee and annual membership fees in advance:

must sign a declaration regarding data protection act / GDPR:

must notify the club membership secretary of any changes to personal details:

must carry membership card and this to be shown to both the Leisure Centre and at the Club reception desk upon arrival:

must make themselves known to the Chief Steward or Chief Instructor and report to them at poolside each session ***before*** entering the water:

must comply immediately with instructions from the Chief Steward or Head Coach.

will comply with the rules and Code of Conduct;

will abide by the Club Constitution and these by-laws.

All Personal Helpers

must register their name on relevant form:

In exceptional circumstances and in agreement with the committee, special consideration be given to members personal helpers or carer.

Leisure Centre Rules, Hire Terms & Conditions ^{*1}

All members must comply with the Leisure Centre Rules, Hire Terms & Conditions. No persons will be admitted to the Harrow Leisure Centre unless a valid Club membership card is shown. If this is not shown then a charge for entry to the Leisure Centre will be made. The club is not responsible for this fee. Replacement Club membership cards are chargeable.

Only club members, Leisure centre staff or invited guests are permitted poolside during club sessions.

Children

A responsible adult must accompany children under nine years of age at all times on poolside and in the water.

Children under sixteen and over nine years of age will only be allowed in the water unaccompanied at the discretion of the chief instructor if they can swim or hold a NASCH swimming achievement award.

Members

Membership is permitted to all congenital or acquired disabilities as detailed in The National Co-ordinating Committee on Swimming for the Disabled, ^{*2} latest edition. Prior to joining the club you must first get your doctor to complete our **Medical Advice Note**, which must be signed, dated and stamped. This must state your nature of disability; fitness to swim; and (if required) assistance in the water. No entry to the pool is permitted without this medical advice note. A new medical advice note will be required after a period not exceeding five years or immediately if there has been a change in medical condition. A medical advice note may require renewing at the request of the committee.

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*1 Full details of Leisure Centre Hire Terms and Conditions are available upon request in writing from the Secretary.

*2 Full details are available upon request from the Membership Secretary.

These By-laws are in addition to the Club Constitution

Terms and Conditions version 3.c October 2018

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Following a risk assessment, when assistance in the water is required, the disabled member will not be permitted to enter the pool unless accompanied by the registered disabled members' personal helper(s). By prior arrangement a general club helper may stand in for the personal helper but this cannot be guaranteed.

*For certain medical conditions helpers are **mandatory*** (e.g. epilepsy, diabetes).

Members taking medication to treat their condition must always be accompanied by an adult helper who is able to administer any drugs or treatment in the event of an emergency.

Personal Helpers

Where help is mandatory, named personal helpers must be over eighteen years of age and will be solely responsible for the disabled member. Personal helpers are only entitled to swim at Club sessions when the disabled member is in the water. If the disabled member is absent or does not enter the water, then personal helpers are not entitled to a free swim.

Following a risk assessment, where help is not mandatory, disabled members may be permitted a maximum of two personal helpers in the water. This is at the discretion of the Executive Committee and cannot be guaranteed. Pool space will always be prioritised for members with disabilities.

Children of disabled members who wish to swim may be able to do so only at the discretion of the Chief Instructor and prior agreement with the Executive Committee. If permission is granted, they must join as full Club members, they count as personal helpers and all must swim together as a family unit.

Club Helpers

Club helpers are expected to assist in running the club sessions. This will usually but not exclusively include teaching and helping disabled members to swim. We would expect helpers to hold a nationally recognised swimming teaching and / or life saving certificate. (e.g. NPLQ, STA, ASA or NASCH).

All club helpers *must* read and sign Club Code of Conduct form and;
must complete the online DBS application process;
must supply the names of two referees which will be followed up.

Club helpers will not be allowed a free swim.
Club helpers will act in a voluntary capacity
Club and personal helpers are not allowed to bring relatives or friends.

Absence

If you are unable to attend club sessions for an extended period of time (e.g. hospital stays or holidays). Please report this to the Membership Secretary in advance whenever possible.

All Members

Members agree by signing the application form for appropriate personal details to be passed on to other organisations we are affiliated to. Individuals may inspect information held about themselves by the Club by a written request to the Club Secretary. ^{*2}

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