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Members

Handbook

16th Edition January 2016



www.scunthorpe-anchor.org.uk

Welcome

You are now a member of Scunthorpe Anchor Amateur Swimming Club.

Scunthorpe Anchor Amateur Swimming Club was established in 1972 and is presently the only competitive swimming club in North Lincolnshire. An Executive Committee is elected annually at an Annual General Meeting and manages the club's business.

Riddings Pool & The PODS Leisure Centre are the home of Scunthorpe Anchor.

The club is currently run by volunteers.

The information contained in this publication is designed to satisfy a number of important needs. For new members it will give some vital information on the running of the club. This will be particularly useful in the early stages of club membership. New members with any questions should not hesitate to ask advice and guidance. If it is appropriate you can contact any member of the coaching team at the beginning or after swimming sessions, but never during as this can interrupt the training. Alternatively you can contact the club secretary or any member of the Executive Committee listed on page 10 who will do their best to help. There are also some contact details on our website **Scunthorpe-anchor.org.uk**. Existing members will find useful information contained in this publication. Much of what you need to know will be in this booklet but please consult the notice board at Riddings Pool and the website regularly. The notice board is located in the foyer at the bottom of the stairs at Riddings Pool. Please pay particular attention to the team sheets on the board. The website is full of up to date information, some of which is password protected. To get your password simply e-mail stuart-williams@ntlworld.com.

This booklet is for guidance and information and does not set out to be exhaustive. We hope you find this booklet useful and enjoy a long and successful association with the club.

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1. Introduction to Competitive Swimming

Swimming is one of the most popular of all recreational activities; many people participate in the sport for nothing more than exercise and recreation. As a sport swimming has grown in recent years and in the competitive arena covers diving, water polo, synchronized swimming and of course our own sport at Scunthorpe Anchor, competitive swimming. Competitive swimming has become one of the giants of amateur athletics in the world and is recognised as the second most important Olympic sport behind track and field events. There are about 1,800 swimming clubs in England with nearly 50,000 registered members. Clubs vary considerably, some catering for teaching swimming, others covering competitive swimming, others offer a full range of activities.

In the late 1960's an age group swimming program was introduced offering competition at Club, County, District, National and International level. The aim of the program is to encourage swimmers to compete against others of similar age and ability.

The pressures of swimming and training can be considerable. Many promising swimmers drop out of the sport unable to cope with the inevitable defeats and hard work it takes to be successful. Far too many swimmers never really enjoy the competition, being unable to adapt to the tensions created, yet still enjoy the training associated with the sport.

The Amateur Swimming Association regulates the sport. It must be remembered at all times that the aim of the program is:

To introduce the young swimmer to competitive swimming in such a way that he/she will find the experience enjoyable and rewarding so that they may be motivated to training for swimming over a number of years.

2. Organisation

Scunthorpe Anchor swimming Club is run by parents, guardians and other interested parties for the sole benefit of its members.

An Executive Committee is elected by the members at an Annual General meeting held in December. The committee is responsible for setting club policy and appointments to assist in the smooth running of the club.

The club encourages parents/guardians of swimmers to become members of the club so that they are able to and are insured to help out in any voluntary role that they feel they are able. Perhaps committee work is of no interest to you but there are many other jobs available, perhaps you have a special skill or interest or perhaps you are keen to help on poolside. If you have only occasional free time then helping out at club competitions or away galas might suit you. All help is much needed and appreciated. Please talk to any member of the committee or poolside staff for more information.

You may have a current first aid certificate or you may be used to working with children. You may be used to coaching children in other sports or you may have a teacher's or assistant teacher's certificate. All these are attributes that could help the club.

It is a condition of affiliation to the ASA that clubs register coaches and helpers as ASA members. All volunteers who have unsupervised roles are required to make a DBS application for a disclosure certificate. The DBS clearances are valid for 3 years and are co-ordinated & checked by the club's Welfare Officer. If an Individual is unwilling to complete this application the club will not permit them to be used in any position that gives unsupervised access to children.

The ASA dictate, for insurance purposes, that all helpers & volunteers become a member of Scunthorpe Anchor. To encourage this, the fee for non-swimming members has been kept to a minimum and covers the cost for insurance only via association with the ASA. As the club is committed to providing a safe and secure environment for all we would ask that you do not come on to the poolside area without the relevant insurance cover (i.e. being a member).

3. Membership and Subscriptions

Scunthorpe Anchor currently has in excess of 80 swimming members & 30 non-swimming members. Club subscriptions & Fees are set annually by the committee and are payable monthly in advance, due within the first week of the month. All payments are payable by standing order. An annual club membership and ASA registration fee is also payable each year. For the Development, Potential & Performance squads this fee is incorporated into the monthly fees.

Subscriptions

Club subscription for swimming members	£12.00	per year
Club subscription for non-swimming members	£FREE	per year
ASA registration Category One*	£12.50	per year
ASA registration Category Two*	£30.00	per year
ASA registration Category Three*	£9.00	per year

*ASANER & Yorkshire fees included

Swimming Fees (subject to change as directed by the committee)

Subs – Senior Club	Various per month
Subs - Development Squad	£31.00 per month
Subs – Potential Squad	£42.00 per month
Subs - Performance Squad	£53.00 per month

Category One, * which shall include members of 9/u age, who are swimmers, who do not compete in any discipline in open competition, but internal competitions are allowed.

*Category Two***, which shall include all members of any age who compete in any discipline in open competitions.

*Category Three****, which shall include all members of any age who are not in categories One or Two including, but not being limited to, any persons who have voting rights in their club by virtue of being a parent of or a person with parental responsibility for a member in categories One or Two; administrators, associate member, coaches, helpers; honorary members; life members; officers; qualified officials of any discipline; patrons; teachers; temporary members; vice presidents and verifiers or tutors of the Associations educational certificates.

Medical Conditions

The registration form contains a question relating to any medical conditions that the coaching staff needs to be aware of whilst the swimmers are training or competing. If you have ticked "Yes" to this question a follow up form will be supplied. Any information given on this form will be kept in the strictest confidence and will only be available to the Head Coach, Medical Officer & Welfare Officer. It is essential the club is made aware of any changes in medical condition that could affect the swimmer's ability to perform. Please advise pool staff of any injury immediately. There is a requirement by ASA law to complete a Medical Declaration Form (for anti doping purposes) if the swimmer is to compete at National Level or above. You will be contacted to fill in the form at that time.

1. The Medication Declaration Form should be sent direct to the Registration Department and not via the membership secretary.
2. The competitors should keep the gold copy for his/her own reference.
3. If any of the medication listed on the Medication Declaration form contains a banned substance the competitor/parent will be notified by the department of Legal affairs.

4. Training Squads

Once you become a member you will be placed in one of the 4 swimming squads.

Squad 1- Senior Club

Senior swimmers of GCSE year 11 or above

Squad 2 - Development

Squad 3 - Potential

Squad 4 - Performance

Squads are overseen in the pool by a teacher/lane helper where possible, all of which are volunteers. Our coach, Gary Chafer, co-ordinates all pool-training sessions. Please make sure you know which squad you are in and the training time available to you. It is important that you only attend the training sessions available to your squad. Any changes to this must be approved by the Head Coach.

Parents must remember that children under 12 must **not** be left unaccompanied at any time. Swimmers must not arrive on poolside more than 10 minutes before their session starts and must be ready to start swimming at the beginning of session. Late arrivals may not be allowed into the pool if the session has already started.

Training Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Saturday	Total
Performance	6PM-8PM		6PM-8PM	6PM-8PM	7PM-9PM	9AM-11AM		10
Potential	6PM-8PM		6PM-8PM	6PM-8PM	7PM-9PM			8
Development		6PM-7PM			5.45PM – 7.15PM	9AM–10AM		3.5
Senior	4 x Sessions per Month							

Sessions highlighted are at The PODS. The remaining sessions are at Riddings Pool.

5. Getting started

Are you ready to swim?

Now you know when and where you can swim what will you need?

- Swimming costume – well fitting at least 2
- Goggles – well fitting and at least 2
- Towel
- Swimming hat
- Drink – very important, in a plastic container, non-fizzy, fruit squash is often used.

You will use other equipment during a training session, the club has a selection of these items for use during training sessions but you may feel you would like your own. See the club website for more club kit information.

The following items are used regularly:

- Kickboards
- Pull buoy
- Fins

Please make sure all items are marked and easily identified.

To extend the life of your swimwear don't forget to rinse out in cold water immediately or soon after swimming. Make sure your name is on every piece of equipment. Look after your kit. Don't leave bags in the changing rooms. Use a locker.

Nutrition is a very important aspect of any athletes training, which should form part of the overall training program. Unfortunately it is one area that is often overlooked.

The correct diet significantly influences any athletic performance. Adequate nutrition in terms of quality and quantity, before, during and after training and competition will maximise performance.

The type of food an athlete eats gives them energy required both to maintain and enhance performance in either training or competition. The main source of energy in food is from CARBOHYDRATES. This food substance contributes about 60-70% of the total energy requirements. Next is PROTEIN this contributes approximately 12% with the remainder of the energy requirement being from fat.

More information is available on the club website on the Nutrition page in the General Information section.

6. Poolside behaviour

It is essential to the smooth running of the club that an agreed level of acceptable behaviour is laid down. The club runs on a voluntary basis and therefore is the duty of each member to uphold the standards of behaviour laid down in the guidelines. The swimmers and their parents are expected to be respectful to the coaches, poolside helpers, Leisure Centre staff members and Leisure Centre facilities & equipment. Guidelines for swimmers & parents are available on the website. The ASA code of ethics is available in the rack next to the notice board. Scunthorpe Anchor Swimming Club, the committee, coach, parents and swimmers work together to develop a happy environment, where children are encouraged to develop a respect for others, take a responsibility, be assertive and resolve conflicts peacefully.

CARELESSNESS NEAR WATER IS DANGEROUS!

7. Competitive Swimming

After a period of time in training you may be selected to represent the club at a gala or swimming competition. If you have been selected for a team gala your name will appear on a team sheet on the notice board (please tick ASAP) or you will be given a team slip indicating you have been selected depending on the competition. Please ensure you let the coach know as soon as possible if you are not available to swim.

Useful information for competing

For inexperienced swimmers the following guidelines will be most useful and will serve as a useful reminder to the experienced swimmer. There is also a 1st gala info page in the General Information section of the website.

Kit

You will need at least 2 costumes so that you will not be sitting around in a wet one. One should be used to warm up in and one should be worn to compete in. A club swimming hat **MUST** be worn during competition & have a spare one in case it splits. You will need 2 towels, club t-shirt, pair of clean trainers for use on poolside, well fitting

goggles (plus spare pair), drinks bottle. The coach recommends a second T shirt or tracksuit top and a pair of shorts or tracksuit bottoms to keep warm in between events. Bring a large bag to hold all your equipment, usually kept with you at all times. Suitable snacks to replace energy should be available.

Travelling to away galas

Most galas are fairly local and you will be expected to make your own travel arrangements. However, a bus is sometimes provided for more distant galas. The details will be on the team selection sheet displayed on the notice board or on the selection slips. At the bottom of the sheet will be travel arrangements. If a bus is booked each swimmer is allocated a place as soon as you tick them as available, extra seats can be booked by adding your name to the bottom of the sheet and number of seats required. If a bus is provided please support it. A charge is made for the bus to cover some of the hire costs and the club subsidises the difference, however buses are very expensive so please use them when possible. The bus is there for your convenience and the swimmers enjoy the club atmosphere of travelling together. Don't be late for a gala; allow plenty of time to arrive at least 15 minutes before warm up time. If you are unsure about anything ask!

Once at the gala listen carefully to any instructions from the clubs poolside staff and make sure you know what events you are swimming in. **Do not leave poolside without asking permission.** This includes going to the toilet or visiting parents in the stands as it is very difficult for the coaches to keep a track of everyone. No responsibility can be taken for swimmers missing their events if they have left the poolside without gaining permission.

8. Competitions

As you can see from the fixtures list on the notice board there are many competitions catering for all abilities. This section will try to explain the different types of competition and some of the terminology you will come across. All competitions have age groups, which may be 10 years and under, 11/12, 13/14 and so on. Some competitions are grouped as in the year of competition. E.g. if you are 10 during 2011 you will swim as a 10 year old whether your birthday is 1st January 2011 or 31st December 2011 and you will stay in that age group for the full year. The club sprints & championships are run this way. Other competitions are based on "Age on the day" which is normally the last day of competition if it takes place over more than 1 day. League competitions vary, but are usually based on the date of the last scheduled fixture. In league competitions swimmers are able to "swim up" in older age groups, usually to fill gaps in relay teams.

Club Events

Club Sprints

Club sprints are open to all Scunthorpe Anchor members and are run in June each year at Riddings pool. The Sprints are swum over a distance of 50m at each stroke with medals being awarded for the top 3 in each age group. Details will be posted on the notice board and swimmers must be entered in advance. A small entrance fee is payable for entry to the competition.

Club championships

The Club Championships are open to all Scunthorpe Anchor members and are run in November / December each year at Riddings pool. Events are held for all age groups with a variety of distances available in each stroke. Details will be posted on the notice board and swimmers must be entered in advance. There will be a small charge for each event swum.

Time Trails

From time to time the coaching staff will arrange time trials, usually during a normal training session for some or all swimmers. These are used to monitor progress and for use in team selection. There is no additional charge for time trails.

Team events

The Head Coach selects all the teams and is aided by a computerised software programme "Aquasoft" which stores all of the swimmers PB's (Personal Bests). The exception to this is in the Barnsley Minor League where the aim is to give the younger & more inexperienced swimmers a chance to compete. All teams consist of 32 swimmers, 16 boys & 16 girls divided into 4 different age groups with 4 swimmers in each.

Barnsley Minor League

The club compete with the intention of giving younger & more inexperienced swimmers a chance to compete. The age groups are 10 & under, 12 & under, 14 & under, and Open. Competition takes place over 3 or 4 rounds between Jan – Sept.

Lincolnshire League Junior

The age groups are 9, 10, 11 & 12 years. This competition is swum over 3 rounds held between February and September each year. The league winners then go on to represent the county at the Northern Regional Final in October.

Lincolnshire League Senior

The age groups are 10 & under, 12 & under, 14 & under and Open. This competition is swum over 3 rounds held between March and July each year.

Open Meets

Open meetings

These are competitions run by various clubs and provide valuable experience for individuals and also offer the swimmer the opportunity to enter a number of events which team competitions don't allow. The swimmer is allowed to enter as few or as many events as they wish but the club will always encourage entry into as many events as possible to increase experience. The club target several open meets throughout the year and entries for these are made usually through the club and our open meet co-ordinator will co-ordinate entries. Open meets are often graded with the use of entry times in order to ensure the standard is suitable for the swimmers that enter. There will either be a minimum time for each event (i.e. you must be able to swim quicker than the time to enter) or a maximum time (i.e. you can only enter if your PB is slower than this time). A variety of meets that cover all ability levels are targeted each year and the open meet co-ordinator or coach will inform you of these open meets. Entry fees vary for open meets but usually range from £3 - £5 for each event entered.

Scunthorpe Anchor is affiliated, via the Yorkshire (county) ASA, to the North Eastern Counties District. These associations have their own age group championship competitions every year with minimum times required to enter. The county competition takes place in February & March every year over 3 weekends & the district competition takes place in June over 2 weekends.

9. Selection & PB's

In order to compete in all the league competitions it is necessary to pick teams. All League teams are selected to win with the exception of the Barnsley Minor League where the intention is to give as many swimmers as possible a chance to swim. To assist in the selection process various criteria such as personal best times, how a swimmer is training, attendance and injury are assessed, however swimmers times are the most important criteria. All times achieved at team galas and open meets are passed on to the Club Recorder (Stuart Williams) and are collated on the PBs' page of the website.

You will find it useful to keep a record of times achieved your self, make sure you record only official times which are always posted on the notice board at Riddings Pool & on the Web site a few days after a competition. Note down the date the times were achieved, where & the pool size (i.e. 25m or 50m pool size). The size of the pool makes a difference to the time achieved and it is recognised that times achieved in a 25m pool are quicker than those achieved in a 50m pool due to the increased number of turns which can aid the speed of the swimmers with the push off the wall. There are standard conversions between 25m & 50m pool times (software available on PB page of website) and entries to open competitions often require times to be converted. Usually this conversion will be done by the open meet co-ordinator.

10. Communication

The main medium for passing information on is the website. The club notice board at Riddings Pool & email are also used so please check the notice board each time you visit the pool. Other methods are newsletters and occasional coach's meetings. Scunthorpe Anchor has its own website which is maintained by Richard Gwynne. We are keen to make the site as useful as possible so if you would like to see something in particular please ask or e-mail the web site. www.scunthorpe-anchor.org.uk. We also have facebook and twitter accounts for you to join/follow which are updated regularly.

10. Code of ethics

A code of ethics has been developed by the ASA with specific reference to teachers and coaches. However, it is also applicable to other people involved in the sport. Therefore all officials and volunteers should be aware that this code applies to them. Scunthorpe Anchor Swimming Club promotes this code.

The code issues acceptable guidelines for all people involved in the sport, it is promoted by the ASA and Scunthorpe Anchor adheres to this code. A copy of the code can be found in the file marked POLICIES in the document holder near the Riddings notice board.

12. Child Protection

The ASA in association with NSPCC has produced a document called 'Wavepower' which deals with the protection & welfare of children. Scunthorpe Anchor promotes these procedures and guidelines & a copy of the child welfare procedures are available in the rack next to the notice board or more information can be gained from the welfare officer. All poolside helpers are registered with the ASA as recommended in the procedures.

USE OF PHOTOGRAPHIC EQUIPMENT – guidelines for use of photographic/filming equipment.

The ASA recommends that the promoter of any event require any person wishing to engage in video, zoom or close range photography (including the use of camera phones) should register their details with staff at the spectator entry desk before carrying out any such photography.

If the procedures and guidance contained in the ASA documents are implemented properly it can offer safeguards to everyone involved in swimming and in doing so help to maintain the credibility of the ASA. Most of all they can help prevent children being abused.

13. Anti Bullying Policy

Bullying can be described as being a deliberate act done to cause distress solely in order to exert a feeling of power, status or other gratification to the bully. It can range from ostracising, name-calling, teasing, threats and extortion, through physical assault on persons and/or their property. It can be an unresolved single frightening incident, which can cast a shadow over a child's life, or a series of incidents.

Scunthorpe Anchor Swimming Club, committee, coaches, volunteers, parents and swimmers work together to develop a happy environment, where children are encouraged to develop a respect for others, to take responsibility, be assertive, and resolve conflicts peacefully. Bullying verbal, physical or indirect will not be tolerated. It is in every ones interest to deal with any incident quickly and effectively.

THE VICTIM, THEIR FRIENDS OR PARENTS CAN BRING BULLYING TO THE ATTENTION OF COACHES OR POOLSIDE STAFF.

14. Complaints procedure

The aim of this procedure is to settle any grievance fairly and as near as possible to the point of origin. A copy of the code can be found in the file marked Policies in the document holders near the Riddings notice board.

15. Volunteer Development

The volunteer is the lifeblood of any sporting organisation, dedicating hours of time and energy, working in a variety of different ways. Without them, most sports clubs would cease to exist. Volunteers are extremely valuable and deserve considerable praise and thanks.

Why do we need volunteers?

All volunteers will become dispirited if they are unclear about what they are supposed to be doing and can't find anybody to give them guidance. The officer's roles are clearly defined within the rules of the club. Wherever you can help it will be very much appreciated. Your help will be guided towards appropriate tasks such as:

- Serving as a club administrator with clearly defined duties
- Helping with fundraising events
- Judging, refereeing or officiating
- Helping on poolside
- Helping run events

Who volunteers?

The volunteer comes from the local community. All sorts of people volunteer for different reasons. Most will already have a link with the club. Reasons for volunteering may be: to learn new skills, to help others, to be involved with a relative who is a club member, to share talents or abilities, to make new friends, to build self confidence, to give something back to the sport.

Scunthorpe Anchor Amateur Swimming Club pledge to:

- Work towards the continued recruitment of new members/volunteers.
- Introduce new members/volunteers to club activities gradually
- Try to identify the skills of new members
- Acknowledge the contribution made by volunteers/members
- Dedicate an experienced member/volunteer as mentor where necessary
- Encourage all volunteers to gain new skills through training.
- All members/volunteers will be made welcome at all times.

Good practice- Scunthorpe Anchor Executive Committee, members & volunteers are committed to:

- Health and safety of members, volunteers and staff

- Effective screening of volunteers and staff

Promotion of good practice techniques

- Communication members, volunteers, staff
- Asking people to help – matching expertise to skills
- Encouraging younger members to get involved
- Getting to know new members
- New volunteers – benefit from partnering/mentoring scheme
- Regular meetings to update and discuss
- Clearly identified terms of office

16. Insurance

Scunthorpe Anchor Swimming Club carries a number of different types of insurance.

- ASA certificate of insurance (All affiliated clubs)
 1. *Liability Insurance – Civil Liability, Employers liability.*
 2. *Personal Accident Insurance – All members of affiliated clubs whilst participating in any activity recognised and/or authorised by the association, be it swimming, training, business or social, anywhere in the world.*
- Elite Business Insurance Policy
 1. *Property - Material damage cover (contents)*
 2. *Property – Business Interruption Cover*
 3. *Miscellaneous Risk Cover – In respect of equipment (limited)*
- Trophy Insurance
 1. *Loss or damage to trophies*

ISTC membership – All poolside helpers are encouraged to take out their own personal insurance through the ISTC. For more information follow the ISTC links on the ASA website www.britishswimming.org

17. How can you help?

Scunthorpe Anchor Swimming Club, although a relatively small club is run on a professional basis. To run the club requires a dedicated team of helpers with everyone doing their bit. You may decide you can help but only occasionally, some may want to get involved in the management process via the committee or you may be keen to help on poolside. Whatever you can do your support is much appreciated. Please have a word with any one of the poolside staff or a committee member for further details

Scunthorpe Anchor Executive Committee 2016

Mark Summers	Chairperson
Steve Vaughan	Vice Chairperson
Sam Gilbert	General Secretary
Sam Gwynne	Treasurer
Barbara Cantrill	Membership secretary
Trevor Zimmerman	Welfare Officer
Richard Gwynne	Website co-ordinator/member
Claire Allen	Fund raising
Jill Martin	Development squad liaison officer
Helen McBride	Open meet sub-committee liaison officer
Craig Kirkwood	Swim 21 officer

Scunthorpe Anchor Voluntary Roles

Sue Strong	Honorary President
Stuart Williams	Honorary Vice President
	Head Coach (Non Voluntary)
Steve Vaughan	Coach Level 1 / Competition Secretary
Richard Gwynne	Web site Co-ordinator
Barbara Cantrill	Honorary Medical Officer
Alison East	Trophy Steward
Trevor Zimmerman	Coach Assistant (level 1)
Richard Gwynne	Coach Assistant (level 1)
Mark Summers	Coach Assistant (level 1)
Tracey Foster	Coaching Assistant
Becci Foster	Coaching Assistant (Level 1)
Sam Sanderson	Coaching Assistant/officials co-ordinator
Ryan Johnson	Coaching Assistant (level 1)
Geoff Huddart	Coaching Assistant (level 1)
Kieran Skinner	Coaching Assistant (level 1)
Megan Allen	Coaching Assistant (level 1)
Michaela Kitchen	Coaching Assistant (level 1)

Rob Dunwell	Coaching Assistant (level 1)
Lisa Pagliaro	Coaching Assistant (level 1)
Andy Cross	Coaching Assistant (level 1)
Michael Trueman	Coaching Assistant (level 1)
Nicola Hall	Coaching Assistant

Swim 21

Scunthorpe Anchor swimming club achieved silver accreditation for skill development during 2003. The scheme is a quality mark for swimming clubs which offers much developmental guidance to clubs that choose to get involved in the initiative. Such as:

- A kite mark of quality for parents
- Acknowledgement by Local Authorities
- Resource material, fact files of good practice and templates.
- Club accreditation program through swim 21
- Access to the active sports initiative through world class start
- Potential and performance
- Development training opportunities
- Access to talent development pathways for a club's promising juniors
- Coach mentoring through Active sport
- Access to regional development Officers

We are currently working towards achieving this accreditation again.

18. Sponsors

Scunthorpe Anchor is always keen to attract sponsorship. Their support is very much appreciated. If you can help by sponsoring or you know someone who might please contact a committee member.

19. Data Protection Act

In order to improve the recording of member details the application forms used at the point of membership and to improve communication within the club it has been necessary to put member's details on a computer program. This information will only be used for club business and is strictly confidential. If anyone has any objection to this information being stored you should put your objection in writing to the General Secretary. Information stored is as follows: name, address, telephone number, date of birth, ASA registration number, and any specific medical condition that may affect the ability to train or compete safely.

Additional information will be required if a member volunteers his/her time to any area within the club in accordance with the ASA and NSPCC Child Protection Guidelines.

ALL INFORMATION WILL BE TREATED CONFIDENTIALLY

20. Health and Safety

Scunthorpe Anchor Swimming Club takes the safety of all members very seriously. Parents and swimmers should familiarise themselves with the poolside behaviour code which covers some basic but important safety issues. Scunthorpe Anchor will use appropriately trained staff where possible. All pool helpers and lifeguards will be made aware of site specific Pool Operating Procedures. Lifeguards will keep their qualifications up to date. The club has a guidance code for dealing with serious incidents, which all staff are aware of. Full copies of these guidelines are available in the procedures and Code of practice for Staff and Volunteer file.