

SURREY PARK SWIMMING CLUB HANDBOOK SEASON 2018/19



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SWIMMING
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Welcome to our Club



*We warmly welcome you and your family to
Surrey Park's competitive squad program.*

This handbook aims to provide information to swimmers and parents in relation to the Surrey Park Swimming Club and its training squads.

Initially, your involvement with the Club may centre around your own squad particularly the other swimmers and their parents. As you become more involved through activities such as Club Championships and external competitions you will encounter a sea of new faces and friendly people!

It is often quite daunting, especially for new Club members, to fully comprehend all the club's activities and services. Hopefully this booklet will provide all members with a better understanding of the Club. Most importantly, if it does not answer your immediate queries, we hope that it at least serves to point you in the right direction towards getting the information you require.

Surrey Park Swimming Club has been providing to our local community a competitive member based swim club since 1904. Our programs start at learn to swim and progress all the way through to our members striving to represent Australia.

Our aim is to provide every opportunity for swimmers to develop to their maximum potential. To do this we employ a team of qualified professional coaching staff, however we still require the assistance and support of volunteers. If you would like to get involved in any aspect of the Club, please do not hesitate to contact the President or one of the Committee members who will be happy to advise you.

We believe that your involvement at Surrey Park Swimming Club will be an enjoyable experience.

Club History

The Surrey Park Swimming Club was established in 1904 and is one of the oldest still active swimming clubs in Australia. The Club has been part of the sporting life of the Box Hill area since that time.

The Club held its first carnival on 23 February 1907. The one mile championship was won, in record time, by Frank (later Sir Frank) Beaurepaire. In the 1930's Surrey Park Swimming Club moved to the newly built Box Hill City Baths.

In 1981, Box Hill Recreation Centre (now Aqualink Box Hill) opened, and the Club started to train in this centre's indoor pool. The facade of the original kiosk forms part of the Surrey Park Swimming Club's club rooms. Female members were admitted to the Club in 1925 and today represent in excess of 60% of the Club's membership.

Over the years Surrey Park has had great success competitively at State, National and International level in both Age and Open competition.

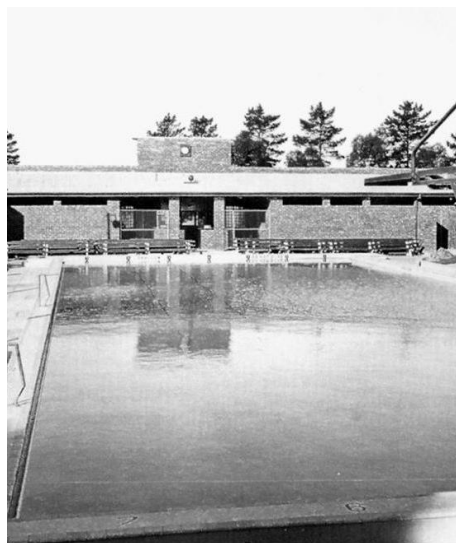
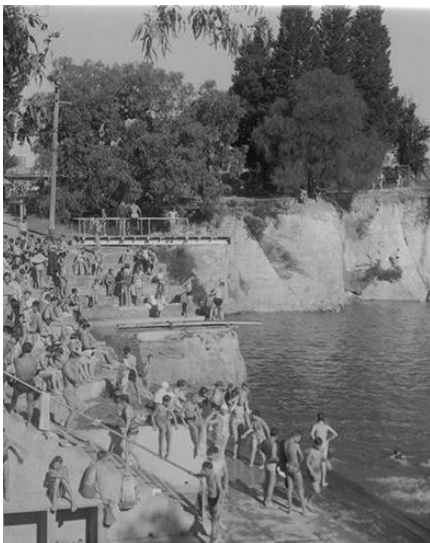
Matt Welsh, now retired, when a member of Surrey Park represented Australia at the Sydney 2000 Olympics. Former Surrey Park swimmer Samantha Hamill also represented Australia at the Beijing 2008 Olympics. More recently we have had Surrey Park swimmers representing Australia at Junior World Championships, the Youth Olympic Festival and World University Games.

Vision

The Surrey Park Swimming Club seeks to provide the best club environment in Victoria for the development of all of its swimmers to their full potential in an atmosphere of enjoyment and professionalism.

Goals

- Be a recognised force in competitive swimming
- Maximise growth potential of learn to swim operations
- Develop and implement effective internal and external communications
- Provide opportunities for personal and professional development for all members of the Surrey Park community
- Provide ongoing appropriate diversification within the Surrey Park program to meet the needs of our stakeholders
- Identify and secure sustainable pool space for long term operational needs



Key Contact Information

Coaching Staff

Director of Coaching: Ian Pope; ian@surreypark.org.au

National and High Performance Level Enquiries: Ian Pope;
ian@surreypark.org.au

State Level Enquiries: Brett Cassidy; brett@surreypark.org.au

Junior and Development Level Enquiries: Hayley Myers;
hayley@surreypark.org.au



Administrative Staff

General Manager: Phillip Kong; phil@surreypark.org.au

Swim School Manager: Emily Thomas; emily@surreypark.org.au

Accounts: Sook-Phin Leong; accounts@surreypark.org.au

Membership Enquiries: Club Registrar;
membership@surreypark.org.au

Surrey Park Reception at Aqualink Box Hill: phone 989 88876 or
email reception@surreypark.org.au



Committee of Management

President: Shannon Clarke; president@surreypark.org.au

Vice President: Sam Xu; vice_president@surreypark.org.au

Treasurer: Fong Tee; treasurer@surreypark.org.au

Secretary: Vincent Burns; secretary@surreypark.org.au

General Committee Members:

Craig Brown, Sylvia Gleeson, Tim Harkin, Hamish McDougall, Jan Underwood.



Other Information

Surrey Park's main reception desk and club rooms are located at Aqualink Box Hill

Address: Aqualink Box Hill, 31Surrey Drive, Box Hill 3128

Postal Address: PO Box 286, Box Hill 3128

Surrey Park Aqualink Reception Hours

During School Term:

Monday to Friday: 8.30 am to 7.15 pm

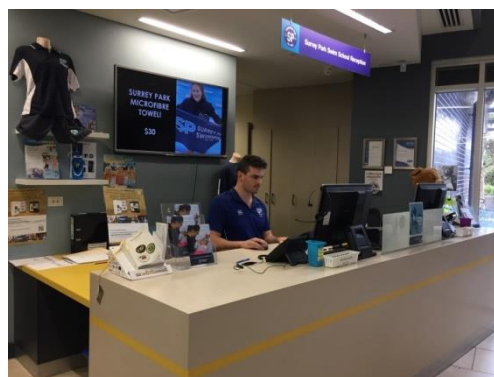
Saturday: 8.30 am to 4.30 pm

Sunday: 8.30 am to 1.00 pm

During School Holidays:

Monday to Friday: 9.00 am to 2.00 pm

Saturday and Sunday: 9.00 am to 11.00 am



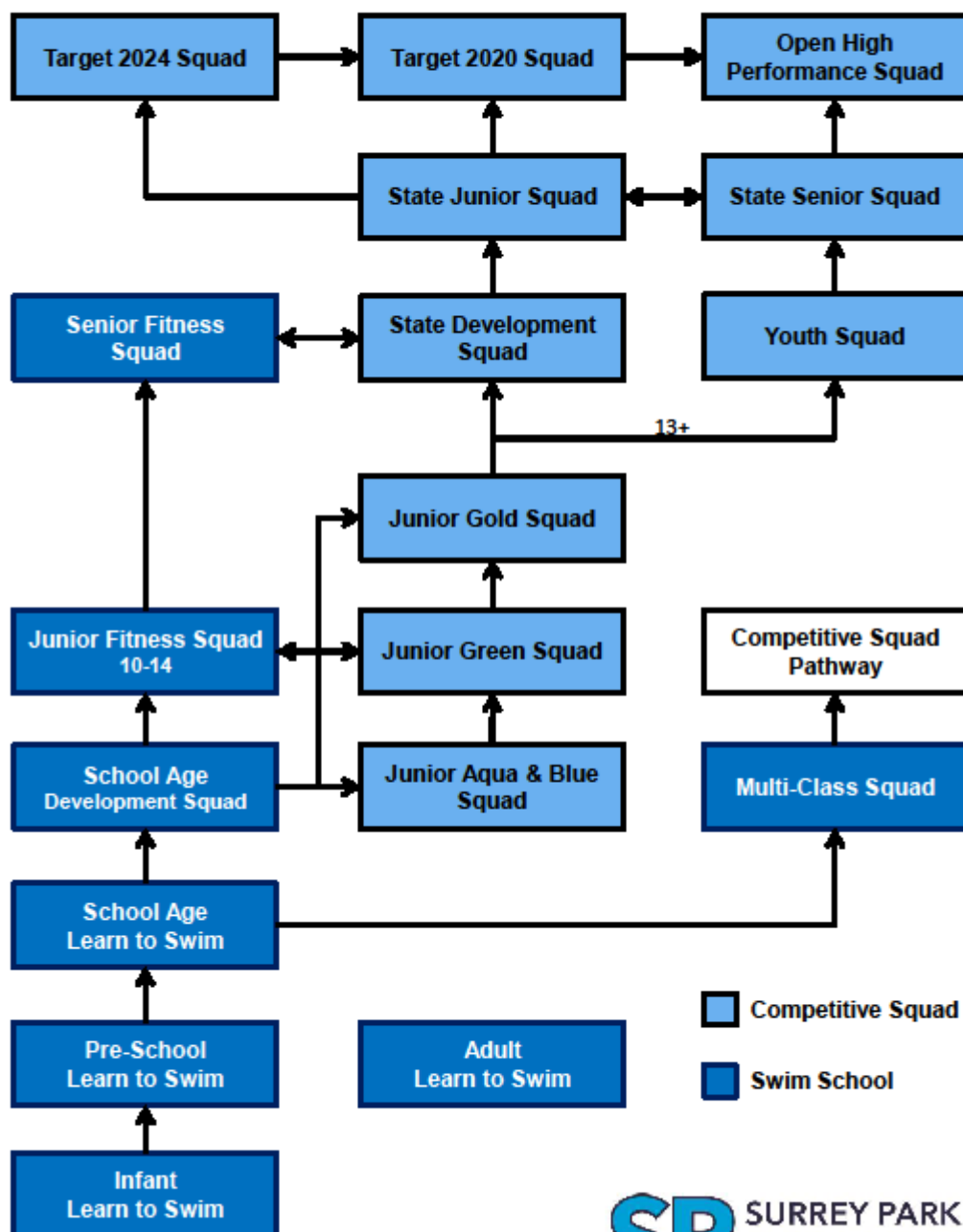
Squad Pathways

Surrey Park provides a comprehensive program from learn to swim through to swimmers competing at National and International level.

There is a pathway for swimmers, when ready, to progress to the next appropriate squad. Progression is at the squad coach's discretion and will be discussed with both swimmers and parents.

The Director of Coaching, Ian Pope, retains overall discretion and may allocate swimmers to a squad when the criteria have not been met.

Swimming Pathways



Competitive Squads

Surrey Park's squads are structured to cater for swimmers of all levels and ability. Accordingly there are a number of squads available to members.

A squad summary table follows:

SQUAD	PRIMARY OBJECTIVE	SWIMMER AGE/SESSIONS
Open High Performance	Preparation for National level competitions	Aged 14 years and over 9 sessions per week
Target 2020	Preparation for State and National Age competitions	Aged 13 years and over 8 sessions per week
Target 2024	Preparation for State and National Age competitions	Aged 11 years and over 7 sessions per week
State Senior	Preparation for State level competitions	Aged 14 years and over 7 sessions per week
State Junior	Preparation for State level competition	Aged 13 years and under 7 sessions per week
State Development	Preparation for State level competition	Aged 10 to 13 years 5 sessions per week
Youth	Preparation for State level competitions	Aged 13 years and over 5 sessions per week
Junior Gold	Preparation for relevant Club, District & State level competitions	4 sessions per week
Junior Green	Proficient in all 4 strokes	3 sessions per week
Junior Blue	Development of stroke technique	2 sessions per week
Junior Aqua	Development of stroke technique	2 sessions per week

For each squad there is a comprehensive information sheet which covers the following:

- Team Values and Culture
- Squad Goals
- Fundamentals of Training
- Training Schedule
- Equipment Requirements
- Competition Calendar
- Squad Breaks

Copies of the squad information sheets are available from the Squad Coach and the Director of Coaching.

At the end of each of the major competition cycles each season (Victorian Short Course Championships (September), Victorian Long Course Championships (December) and National Age Championships (April), swimmers in all squads will be assessed by the coaching staff to identify which squad is appropriate for them for the next cycle.

Training Schedules

The master training schedule can be found on the member website www.surreyparkswimclub.com.au under the Coaching Program tab. Any changes which have been made to the training schedule are also posted there.

Any queries regarding the Club's training schedules should be directed to the squad coach.

Training Venues

Surrey Park Swimming Club's home pool is Aqualink Box Hill and a number of training sessions are held there.

In addition, the following aquatic facilities are used for squad training:

- Boroondara Sports Complex, 271C Belmore Rd North Balwyn.
- Hawthorn Aquatic and Leisure Centre. 1 Grace St, Hawthorn.
- Box Hill South. Surrey Park's new Learn to Swim Centre, 313 Middleborough Rd, Box Hill South.
- Trinity Grammar School Pool, access is via Stanley St, Kew.
- Melbourne Sports and Aquatic Centre, Aughtie Drive, Albert Park.

Please refer to pages 18 to 19 of this handbook, for further information regarding the location of, access and entry to these training facilities.

It is important that swimmers waiting to be collected after afternoon training remain in the Centre foyer at Hawthorn, Boroondara, Box Hill South and Aqualink Box Hill until their parents arrive.

Club Membership

All swimmers who train with Surrey Park's Junior, State Development, Youth, State Junior and State Senior, National Target and Open High Performance Squads are required to join the Club as a 'Swimmer' member each season. The swimming membership season runs from 1st July to 30th June.

New swimmers join up when they first start training with the Club.

Joining or re-joining the Club involves completion or confirmation of membership details online through Swimming Australia's ClubLane system and payment of the required membership fee.

The majority of the membership fee is passed on to Swimming Victoria. It covers a swimmer's registration plus necessary insurance whilst training, competing and participating in other Club activities.

It is necessary for a swimmer to be a current financial member of Surrey Park before they can enter any external competitions.

Information about how to join or re-join Surrey Park and the Club's Schedule of Membership Fees for Season 2018/19 can also be found on the member website www.surreyparkswimclub.com.au under the Coaching Program tab.

Any membership-related queries should be directed to the Club Registrar (membership@surreypark.org.au).

If you were previously a member of another swimming club, Surrey Park will need to apply for a transfer from this Club. Please email the Club Registrar (membership@surreypark.org.au) to request this.

Medical Information

It is important Surrey Park Swimming Club has up to date medical and other relevant information for each swimmer to use in relation to activities in which the Club participates including but not limited to training, competition, team trips and swim camps and breakfasts. This information is requested at the start of each season.

A copy of Surrey Park Swimming Club's Medical and Indemnity Form for Season 2018/19 can be found on the member website www.surreyparkswimclub.com.au under the Coaching Program tab.

Parents are asked to include any relevant medical information under their swimmer's profile in Team Unify and to update this as and when required.

The personal information collected will only be used in the event of injury, illness or emergency, if required. The details will be disclosed to the appropriate officials and Surrey Park Swimming Club's personnel only.



Coaching Fees

The coaching fees paid by swimmers in the competitive squad program at Surrey Park provide for coaching services at training and competitions as well as lane hire or lease charges at all training venues, hire or purchase of training equipment and other ongoing expenses. These fees are heavily subsidised by the Club.

The Annual Squad Coaching Fee is billed in monthly instalments on the first day of each month; it is GST inclusive. Families may elect to pay the annual fee upfront.

New swimmers are billed a pro-rata amount of the annual fee once they start training with the Club.

A discount of 15% applies for the 3rd family member in the competitive squad program or enrolled in Surrey Park's learn to swim program.

A copy of Surrey Park Swimming Club's Coaching Fees Policy can be found on the member website www.surreyparkswimclub.com.au under the Coaching Program tab.

Family Accounts

An account is maintained for each family in Team Unify and includes the following items:

- Squad Coaching Fees
- Equipment and Uniform Charges when incurred
- Meet Entry Charges
- Other items e.g. Team Travel, Social Functions

Invoice notification is sent to each family at the start of each month, and families can retrieve and view their invoices by logging into their account in Team Unify.

Further information about Surrey Park's Fees and Charges can be found on the member website www.surreyparkswimclub.com.au under the Coaching Program tab.

Payments

Account payments can be made by the following methods:

- Electronic Funds Transfer into Surrey Park Swimming Club's bank account: Bendigo Bank; BSB 633000 Account Number: 145821955; please include swimmers name as reference;
- By Cash or Credit Card at Surrey Park reception;
- By credit card over the phone through Surrey Park reception at Aqualink Box Hill 9898 8876

Note: credit card payments are subject to a 0.7% surcharge.

Pool Entry Charges at Aqualink Box Hill

As part of the agreement Surrey Park has with Council to use lane space at Aqualink Box Hill, all competitive squad members are required to pay a pool entry fee for sessions held at this Centre. This fee is in addition to the Club's monthly coaching fees and paid directly to Aqualink.

All Club squad swimmers are encouraged to take out a Swim Membership with Aqualink. There is a concession corporate rate for Club members (no further discounts apply). If the swimmer accesses the Centre two or more times a week, this works out much cheaper than paying casually. It also facilitates entry to the Centre for all training sessions.

Swimmers require an Aqualink membership to access the Centre for sessions which start before the pool opens to the public in the morning.

Alternatively, swimmers only attending sessions when the Centre is open to the public can purchase a 10 swim multi-visit card through Aqualink Customer Service.

Please Note: If you would like to join Aqualink or discuss membership options, it is necessary to make an appointment with an Aqualink membership consultant. Appointments can be made by calling Aqualink Customer Service on (03) 9843 2900 or by emailing the membership team directly on aqbh.memberships@whitehorse.vic.gov.au



The Club will be introducing payments via Direct Debit arrangements whereby all families will be required to enter into a direct debit agreement prior to beginning in the squad program.

Further information on implementation of direct debit arrangements will be forthcoming in our future newsletters.

Pool Entry at Other Training Venues

There is no pool entry fee payable for training sessions held at Boroondara Sports Complex, Hawthorn Aquatic and Leisure Centre, Melbourne Sports and Aquatic Centre, Box Hill South or Trinity Grammar School.

When entering Boroondara, Hawthorn and MSAC, all swimmers are asked to politely let their reception know they have come to train with Surrey Park.

Communication

Surrey Park Swimming Club is conscious of the need to ensure there are strong communication channels with families and up to date accurate information is available.

The main sources of information are:

- Regular bulletins and emails from the coaching staff
- The Surrey Park member website www.surreyparkswimclub.com.au
- Direct email through the members website
- The Surrey Park Swimming Newsletter which is published 8 times each year
- The Surrey Park Swimming website www.surreypark.org.au. Here you can access all information about Surrey Park's learn to swim and competitive squad programs, news, and also gain access to the member website www.surreyparkswimclub.com.au.
- Facebook - Please follow us on Facebook at [surreyparkswimming](https://www.facebook.com/surreyparkswimming), for all the latest news and member updates.
- The Surrey Park reception desks at Aqualink Box Hill and Box Hill South.

Member Website:

www.surreyparkswimclub.com.au

- The member website is hosted by Team Unify (TU). TU is the platform Surrey Park uses to centralise and manage many of its administrative functions; also to communicate to its members.
- When a family first joins the Club their details are added to TU and they receive an email advising of their Surrey Park website "Sign In" details; namely their nominated email address together with a unique password generated by the system.

"Signing In" to the TU website enables families to view details of invoices issued and payments made. Swimmers can also view their times swum and sign up to attend Club activities via TU.

Further member specific information is available under the Coaching Program tab on the member website (www.surreyparkswimclub.com.au).

Please note: you may need to be signed in to view some of the information in Team Unify.

Since the primary method of contact with families is via email, please ensure your preferred family email address is provided in your contact details in TU.

If you have any queries regarding signing into TU or viewing your account information please contact Surrey Park's Accounts Department for assistance (accounts@surreypark.org.au; phone 9898 8876).

Contact with Coaches

The coaches are only too happy to speak with parents regarding a swimmer's progress. However during a training session or during a competition the coaches must be free to concentrate on the swimmers.

Parents are asked to remain off pool deck during training.

It is disconcerting for both coach and swimmers if a parent approaches the coach during training. Instead if parents have a query or concern, they are requested to email the squad coach or arrange a mutually convenient time to meet and discuss the matter.

If a parent has a concern regarding the squad coach and would like to discuss this further with the Director of Coaching, please email Ian Pope (ian@surreypark.org.au), to make a time to meet.



Competitions

Swimming Season

The Victorian swimming season has two components:

- a short course one (meets held in 25m pools) which runs from the start of May to the end of September
- a long course one (meets held in 50m pools) which runs from the start of October to the end of April

Each of these includes a series of Championship meets.

Competition Calendar

The Coaches together develop a calendar of appropriate meets for each squad to enter. These competitions are listed on the Squad Information sheet for each squad.

Swimmers are expected to participate in those meets on their squad's calendar. Additional meets may be added after consultation with the squad coach.

For each meet, swimmers should discuss with their coaches which events to enter.

Meet Entries

Surrey Park members are responsible for lodging their own entries for all external competitions. Entry and payment for these is generally done online.

The online entry link for each external meet can be accessed via the Calendar of Events on Swimming Victoria's website (www.vic.swimming.org.au).

A number of meets will fill to capacity well before their publicised closing date. It is very important for swimmers to register for swim meets as early as possible to avoid potentially missing out.



Qualifying Times

Swimmers need to have achieved certain qualifying times to be eligible to enter State and National Championships.

Qualifying times for Victorian Championship meets are published on the Calendar of Events on Swimming Victoria's website (www.vic.swimming.org.au).

Competition Guidelines

The following general guidelines apply at competitions:

- Swimmers should aim to arrive at the competition venue 90 minutes before their first event or at the start of warm up if competing early in the session.
- It is important they check in with their coach on arrival.
- Warm up should commence one hour before their first race or as instructed by their coach.
- It is all important swimmers are familiar with the published marshalling procedure for the meet. This generally requires them to report to the marshalling area 3 events in advance and have their name marked off.
- Swimmers should talk to their coach before and after each race.
- They should cool down as instructed by their coach.
- If newer/younger swimmers are uncertain of the procedures to follow at a swim meet, they should ask their coach.

It is recommended that swimmers take the following to competitions:

- Two pair of goggles (racing ones plus a spare)
- Navy Surrey Park logo cap and a spare one just in case it tears
- At least two towels
- Light snacks for between events and plenty of fluids
- Warm clothing if the meet is outdoors



Timekeeping

Surrey Park is required to provide timekeepers for Swimming Victoria and Metro East Meets at which members participate. Other Clubs request that Surrey Park provides assistance with timekeeping at the meets they run.

Families of swimmers competing at these meets are rostered to assist. All families are asked to help when rostered and help spread the workload.

Team Managers

Surrey Park appoints Team Managers for State and National Championship meets and for Regional and Interstate trips. The role of the Team Manager is to assist and support the coaching staff.

The Team Manager will be the liaison point between coaches and all other persons other than the swimmer. During competitions, parents are asked to refer any queries they may have to the Team Manager.

Competition Venues

Swim meets are held at various pools around the metropolitan area. A number of the meets Surrey Park attends are held at MSAC (Melbourne Sports and Aquatic Centre) which is located in Aughtie Drive adjacent to Albert Park Lake.

MSAC has both indoor and outdoor pools which are used for Club, District, State, National and International level competitions. There is paid parking available adjacent to the centre.

Please refer to page 19 of this handbook, for further information regarding the location of, access and entry to MSAC.

At all competitions Surrey Park swimmers and supporters should sit together as a group. This helps create a great team atmosphere. Supporters are encouraged to cheer on and celebrate the achievements of the Club's swimmers.

At MSAC Surrey Park swimmers and supporters should sit together as a group in the stands. For meets held in the indoor pool, Surrey Park generally sits towards the turn end of the pool. In the outdoor pool, Surrey Park sits towards the city end in the second last bank of seats. Swimmers should sit in the front three rows with parents behind them.



Surrey Park Meets

Each season Surrey Park conducts three full day swim meets at MSAC. These meets are open to all registered swimmers and provide opportunities to gain valuable experience racing at MSAC and also to achieve required qualifying times.

Surrey Park Swimming Club has developed a reputation for well-run meets. This is good publicity for the Club and means the meets are typically well supported. They also raise valuable funds which are used to support the programs Surrey Park offers.

Parental assistance is required to organise and run these meets. The families of all those swimmers who entered are asked to sign up to assist as required.

Club Records

Surrey Park Swimming Club maintains records for both men and women, across a range of age groups, in the following categories:

- Club Long Course Records
- Club Short Course Records

A list of records kept and current record holders can be found on the member website www.surreyparkswimclub.com.au under the Records tab.

To apply for a Club record to be recognised, please email the following details to records@surreypark.org.au

Swimmer's name, date of birth, record claimed (age group, stroke, distance), date, meet and venue.

Certificates will be issued to acknowledge all Club records which have been broken.



Club Uniform

It is expected that all Surrey Park swimmers will wear Club uniform when attending external swim meets.

Please Note: All Surrey Park swimmers are required to wear a NAVY Surrey Park logo swimming cap for training sessions.

The following uniform items are designated as compulsory for ALL competitors.

- Surrey Park Navy Polo Shirt
- NAVY BLUE Shorts or NAVY BLUE Track Pants (either plain navy or Surrey Park logo ones)
- NAVY Surrey Park Logo Swimming Cap

Additional Surrey Park uniform items such as Surrey Park hoodies, t-shirts, jackets, padded vests, towels and mesh bags are also available. Further information about Surrey Park's uniform and merchandise can be found on the member website www.surreyparkswimclub.com.au under the Coaching Program tab.

Uniform items can be purchase from the Surrey Park reception desk at Aqualink Box Hill during normal business hours.



Swimmer Welfare

If a parent or swimmer has any concerns regarding a coaching, squad or competition related matter they should first discuss the situation with their Squad Coach.

If the matter is not able to be readily resolved, or they would like further support or advice, the next step is to contact Surrey Park's Director of Coaching, Ian Pope (ian@surreypark.org.au).

Safe Sport

Surrey Park Swimming Club is committed to providing a safe and enjoyable environment for all.

Surrey Park Swimming Club has adopted Swimming Australia's [Safe Sport Framework](#). This replaces the previous Member and Child Welfare Policies. A copy of this policy can be accessed via the Safe Sport tab on Swimming Victoria's website (www.vic.swimming.org.au)

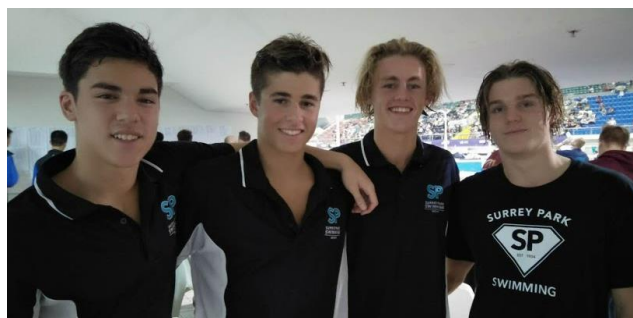
The Safe Sport Framework and the Victorian Child Safe Standards confirm the shared responsibility everybody in the swimming community has to ensure there is an overarching culture of child safety.

Club members are required, at all times, to comply with the Code of Conduct and the Code of Conduct for Dealing with Children and Young People in the Safe Sport Framework. Additional Codes of Conduct apply for members participating in team camps, trips and other activities.

Copies of relevant Safe Sport related resources can be accessed through the Safe Sport tab on the Surrey Park member website (www.surreyparkswimclub.com.au).

All applicants for employment at Surrey Park are required to undergo extensive screening and background checks.

All paid staff, committee members, officials and other volunteers who could potentially have unsupervised contact with children are required to have a valid Working With Children Check.



Codes of Conduct

Surrey Park swimmers are expected at all times to behave in a manner which reflects positively on both themselves and the Club.

All members of Surrey Park Swimming Club are required to agree to and abide by the General Code of Conduct and the Code of Conduct for Dealing with Children or Young People in Swimming Australia's Safe Sport Framework.

These Codes of Conduct state:

(a) Respect the rights, dignity and worth of others – treat others as you would like to be treated yourself.

(b) Be ethical, considerate, fair, courteous and honest in all dealings with other people and organisations.

(c) Be professional in, and accept responsibility, for your actions.

(d) Be aware of and follow - at all times - Swimming Australia's standards, rules, policies and procedures and promote those standards, rules, policies and procedures to others. This includes the Code of Conduct for dealing with Children or Young People.

(e) Operate within the rules and spirit of the Sport, including the national and international guidelines that govern Swimming Australia.

(f) Understand the possible consequences of breaching the Safe Sport Framework.

(g) Report any breaches of the Swimming Australia Safe Sport Framework to the appropriate Person(s) in a Position of Authority, as appropriate.

(h) Refrain from any form of Abuse, Harassment, Discrimination and Victimisation towards others.

(i) Raise concerns regarding decisions or conduct of Persons in Positions of Authority through the appropriate channels and in a timely manner.

(j) Provide a safe environment for the conduct of activities in accordance with any relevant Swimming Australia policy.



(k) Show concern, empathy and caution toward others that may be sick or injured.

(l) Be a positive role model to all – particularly to your team.

(m) Respect and protect confidential information obtained through Swimming Australia activities or services – whether regarding individuals or organisational information.

(n) Maintain the required standard of accreditation and/or licensing of professional competencies, as applicable to your role(s).

(o) Ensure that any physical contact with others is appropriate to the situation, such as being necessary for the person's skill development.

(p) Subject to lawful exceptions, refrain from intimate relations with persons over whom you have authority.

Members who participate in any Surrey Park camp or trip are required to agree to and sign an additional Code of Conduct specific to that activity.

Breaches of applicable Codes of Conduct are considered serious by the Club and appropriate penalties will be applied.



Drug Testing

The Australian Sports Anti-Doping Authority (ASADA) is a government statutory authority. Its mission is to protect Australia's sporting integrity through the elimination of doping. All Surrey Park Members are required to comply with [Swimming Australia's Anti-Doping Policy](#) which can be found on the Swimming Australia website www.swimming.org.au.

The Prohibited List is updated annually, coming into effect on 1 January of that year. It is the athlete's responsibility to check the status of any medication or substance prior to use. This can be done through the ASADA website www.asada.gov.au, alternatively there is a free ASADA Clean Sport App which can be downloaded to your phone.

ASADA cautions athletes about the use of sports supplements as the contents can vary from batch to batch and may include prohibited substances. Athletes who take supplements are at risk of committing an inadvertent anti-doping violation. [Swimming Australia's Sports Supplement Policy](#) can also be found on the Swimming Australia website.

Swimmer Support Program

Surrey Park provides opportunities for swimmers at all levels to participate in team camps and trips. In addition, recognition is awarded to those swimmers who qualify for State and National level competitions. We are conscious of the need to ensure the cost of participating in such events remains affordable for all families.

Each season 'Swimmer Support Funding' is allocated from the annual budget of the Club as recommended by the Senior Management Team and endorsed by the Committee of Management. In addition, 100% of the monies raised through the Club's fundraising events also go towards swimmer support. It is therefore an expectation that families

of all Surrey Park swimmers will provide assistance with and support the Club's fundraising activities.

A copy of Surrey Park's Swimmer Support Policy can be found on the member website www.surreyparkswimclub.com.au under the Coaching Program tab.

Volunteering

Surrey Park's coaching program is an athlete focussed, coach driven and parent supported one.

Clubs like Surrey Park rely heavily on the commitment and input from volunteers in a variety of roles. There are opportunities for parents to assist at all levels.

The Committee of Management of Surrey Park Swimming Club (SPSC) is elected by the members at the Annual General Meeting. The Committee is entrusted to oversee the business and affairs of SPSC which encompass both the competitive squad and learn to swim programs.

The Club's Swimming Subcommittee is a busy group which is involved in the co-ordination of a number of activities including the several full day external swim meets the Club runs, Club Championships, Club records, and timekeepers at meets run by other Clubs.

Parental assistance is also needed to coordinate Club functions including team breakfasts and barbeques, Presentation Night and to assist with fundraising activities.

Surrey Park Swimming Club is dependent on the continued involvement of parents of swimmers and offers of support from parents of swimmers in the Club's squads are always welcomed and appreciated. Please feel free to contact one of the members of the Club's Committee of Management and express your interest. Committee member names and contact details are included at the front of this handbook.



Affiliations



Swimming Australia Limited (SAL) is the national sporting organisation which is responsible for the promotion and development of swimming in Australia at all levels. Home of the Australian Dolphins Swim Team, Swimming Australia is recognised as one of the leaders in Australian sport.

Further information is available on the Swimming Australia website: www.swimming.org.au



Swimming Victoria Inc (SV) is the peak body for competitive swimming in the State. SV is affiliated with Swimming Australia Limited (SAL) and also enjoys a close working relationship with the other peak swimming bodies across the country. SV represents the interests of swimming clubs and members throughout the State of Victoria.

SV promotes swimming as a healthy lifestyle choice and encourages swimming at all levels by supporting and guiding members to enjoy their sport and maximise their potential. Through participation in quality swimming programs within supportive and friendly club environments, healthy lifestyle choices for our members are reinforced, further serving to strengthen both individual and community health.

As a not-for-profit organisation, SV generates its revenue through sponsorships, government grants, membership and events. Income and funding is re-invested back into the sport for special projects, development squads, activities and education, with direct benefits to members enhancing swimming experiences and opportunities.

At grass-roots and club level, the sport is largely delivered by active volunteers who give their time to assist the day-to-day running of clubs. An equally active and dedicated number of volunteers act as Technical Officials, without whom, swimming events could not run smoothly.

Further information is available on the Swimming Victoria website www.vic.swimming.org.au

Metro District East



Surrey Park Swimming Club belongs to Metro District East. A number of events and competitions are convened by Metro East throughout the season including:

- Metro East Junior Dolphin Trials
- Metro East All Junior Trials
- Metro East Qualifying Distance Meet
- Metro East Qualifying Meet
- Metro East District Championships

Further information about these swim meets is available on the Metro East website www.metroeastswimming.com.au

Following District Championships, a District Team is selected to travel to compete in a swim meet in Canberra at the AIS. To be eligible for selection for the District Team, swimmers are required to participate in Metro East run competitions each swim season as well as in District Championships.



SP SURREY PARK SWIMMING

ESTD 1904



Training Venue Information

Aqualink Box Hill

Surrey Drive, Box Hill.

- Public transport is available to Aqualink via Train to Box Hill Central or Bus 768,732,735,903,281,767;
- Swimmer entry fee is payable upon entry to the pool. There is no fee for spectators;
- During normal operating hours: Enter the pool via the Aqualink Reception or turnstiles;
- Outside of normal operating hours (eg: early morning training): Access is only via the Canterbury Rd side entrance to Aqualink. All swimmers should meet at the time designated by their coach outside Aqualink cafe. Since the Centre is not open, Aqualink employ a pool lifeguard who opens the door and then remains on pool deck for the training session. It is important you arrive on time as late arrivals will not be able to gain access to the Centre.
- Swimmers require an Aqualink membership to access the Centre outside of normal operating hours;
- Swimmers waiting to be collected after PM training should remain in the Centre's foyer.



Outside of normal opening hours meeting point



Box Hill South: Surrey Park's New Learn to Swim Centre

313 Middleborough Rd, Box Hill South (between Spotlight and Anaconda).

- Parking is available onsite;
- No swimmer entry fee charged;
- Outside of normal operating hours (eg: morning training): Swimmers should meet at the entrance at the time designated by their squad coach and then all go in together;
- Swimmers waiting to be collected should remain in the Centre's foyer.



Trinity Grammar School

Access to pool is via Stanley St, Kew.

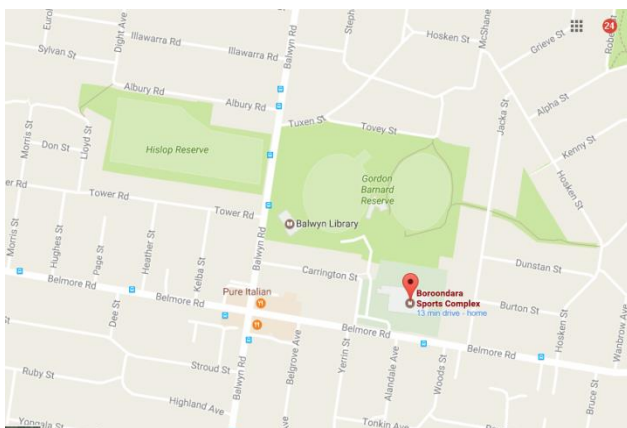
- Parents should park in Stanley St;
- Travel is also available via Train to Glenferrie Station on the Alamein, Belgrave, Lilydale Line or Tram 16;
- No swimmer entry charged;
- Please enter through Stanley St side gate;
- Assemble for training on pool deck;
- Important: Swimmers waiting to be collected after PM training should remain inside the school gate.



Boroondara Sports Complex

271C Belmore Rd, North Balwyn.

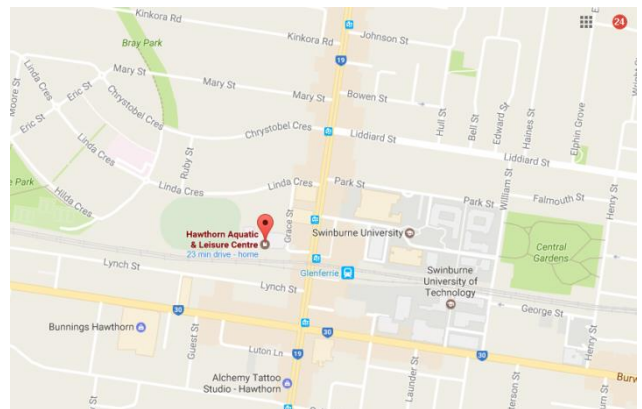
- Onsite parking is available at Boroondara Sports Complex;
- Public transport is also available via Bus 302 or 304
- Entry is through main door;
- No swimmer entry fee charged;
- Swimmers should politely let reception staff know they are training with Surrey Park when entering;
- For early morning training, swimmers need to be there ready to be let in by 5.20am;
- For afternoon training, swimmers should assemble on pool deck.
- Important: Swimmers waiting to be collected after PM training should remain in the Centre's foyer



Hawthorn Aquatic and Leisure Centre

1 Grace St, Hawthorn.

- Onsite parking is available at Hawthorn Aquatic Centre;
- Travel is also available via Train to Glenferrie Station on the Alamein, Belgrave, Lilydale Line or Tram 16;
- Please enter through main door;
- No swimmer entry charged;
- Swimmers should politely let reception staff know they are training with Surrey Park when entering;
- Assemble for training on pool deck;
- Important: Swimmers waiting to be collected after PM training should remain in the Centre's foyer.



Melbourne Sports and Aquatic Centre (MSAC)

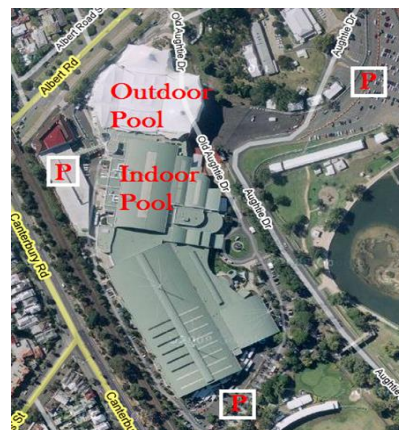
Aughtie Drive, Albert Park.

MSAC is both a training and competition venue.

- No swimmer entry fee charged for training;
- Swimmers should politely let reception staff know they have come to train with Surrey Park when entering;
- Assemble for training on pool deck;

Parking at MSAC

- Parking fees are charged for parking on-site;
- The location, layout and parking areas ("P") are indicated in the image;
- On-site parking is often limited when large events are held in the MSAC precinct, it is important to allow enough time to find somewhere to park;
- Important: MSAC access for all competitions is via the level 1 aquatic entrance. This can be accessed through the foyer of the outdoor pool or from the multi-deck car park.



Surrey Park Swimming

Aqualink Box Hill

Surrey Drive Box Hill, VIC 3128

T: 9898 8876

Box Hill South Learn to Swim Centre

313 Middleborough Rd Box Hill South, VIC 3128

T: 8899 6467

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