

OXLEY OTTERS



SWIMMING CLUB

CLUB HANDBOOK
PARENT INFORMATION
2025-26 SEASON

A Welcome Word

Welcome to the Oxley Otters Swimming Club. We look forward to having you be part of our club.

At Oxley Otters, we want to provide a fun, enjoyable and safe place where new and experienced swimmers can come along to practice their skills in a nurturing and encouraging environment. We may be a small club, but we have a big heart. We make all swimmers welcome and will help them achieve their swimming goals as best we can, knowing some will be hoping to earn medals and time records, and others just to reach the end of the pool.

As a volunteer-led organisation, we need all hands-on deck with volunteering, a necessary component of your membership. Each week we need parent help in the tuck-shop, on time keeping duties, on set up and pack up, on the race computers and the starter horn as well as on standby for first aid. Those members who are not parents of children at Oxley State School will require a volunteer blue card to help us each week and we can help you get this.

We look forward to seeing and meeting everyone, come on down, get involved, make some new friends, and enjoy the Oxley Otters way.

Amy Baker

Chairperson for Season 2025 – 2026

(Reporting to the Oxley State School P&C)

We may be a small club but we have a big heart.

Contents

PAGE

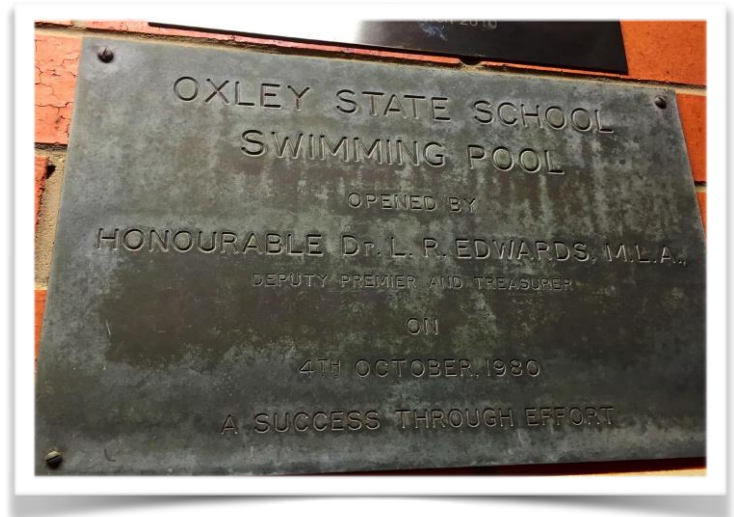
2	Welcome to Oxley Otters
4	Our Mission Statement & History
5	Codes of Conduct & Pool Rules
6 - 8	CLUB NIGHTS: How to Register & Weekly Nominations, Points System, Times, weather
9	Membership Fees
10	Volunteering – Roles & Requirements
11-12	Swimming Rules
13-14	Age Championship Day (or Age Races)
15	Trophies & Awards
16	Season Calendar
Appendix 1	Spectator Rules and Codes of Conduct
Appendix 2	P&C Insurance Waiver



Our Mission Statement

Oxley Otters Swimming Club aims to provide a fun, happy and safe environment for all to pursue their love of swimming. Club nights are a fantastic way for the young children in our community to increase their exposure to water and practice the life saving skill of swimming. Older swimmers get the chance to show off their swimming skills, gain competition or carnival experience, hang out with their friends and make some new ones and get a thrill each week while striving to beat their PB's. The club endeavours to support its swimmers at the level they choose to aspire to.

Our club encourages parent/guardian participation, because when the swimmers see you involved it is more fun for them. For more information for parents, Swimming Australia's Parent Handbook is a great resource.



Our History

Oxley State School Amateur Swimming Club's inaugural meeting was held on 22nd July 1980. Our founding members included the late Sadie Borgges (Treasurer), the late Mr Graham Borgges (Auditor) and members of the VanTwest, Matheson and Pascoe families. During the Club's infancy the President of Graceville Swimming Club, Mr K. Wiggins, attended the clubs meetings and was a great help to the newly formed club committee. Initially Club "nights" were held on Saturday mornings with an 8am start.

In 1985 after the timekeepers shelter was built, Bob McDougall set a target for the club to build the Grandstand, which was officially opened in 1989. Many amazing families have been a part of Oxley Otters Swim Club over many years with their children and then grandchildren participating. Some have sponsored our trophies and have their family name emblazoned on our end of season winnings and others are honoured with life time memberships. We have now celebrated our 40th anniversary – unfortunately in covid lock down times – but will save our celebrations for the next special birthday. We are looking forward to what the club will achieve in coming years.



Codes of Conduct

Codes of Behaviour & Spectator Behaviour

An agreement to abide by our [Spectator Behaviour](#) policy and our [General Code of Behaviour](#) is required for membership. The full document appears in Appendix 1 of this handbook and outlines the club's role, the swimmers' role and the parents' and spectators' roles when participating in club nights, and at home and away carnivals.

Participant Disclaimer Statement and Waiver

The Oxley State School P&C require all members to read, understand and acknowledge the [Participant Disclaimer](#). Agreement of this waiver is required for full membership. The full document appears in Appendix 2 of this handbook. This is an acknowledgement of the inherent risks of swimming and the acceptance of that risk. The P&C Insurance does not extend to cover personal accident liability associated with this activity.

Please be advised that all of the above should be read and understood. Please take the time to read these before registering. Once you register, you will be sent a link to accept that you have read and understood all the Participant Disclaimer Statement and Waiver.

The document outlines a template for the minimum standard for anyone involved in sport. It should apply when playing, training, or taking part in club sanctioned activities.

General Pool Rules & Swimming Etiquette

- At each club night or carnival, all children under 13 years old must be under active supervision of a person 16 years or older. This is particularly important during free swim periods before or after club heats. Adults will be reminded to maintain active supervision of their children.
- At the sound of the referee's whistle there will be silence for the start of each race, until all competitors are in the water.
- The pool area must be left clean and tidy after all club activities and children must not loiter or play in the change rooms and toilets.
- All ball sports not related to swimming are banned in the vicinity of the pool.
- No parking is allowed in the school grounds.
- Persons suffering from discharging eyes, ears, nose or sores on any part of the body or wearing band-aids or sticking plaster will not be allowed in the pool.
- Persons suffering symptoms of gastrointestinal infections, or consistent with influenza or covid should not attend the pool area.
- Swimmers must remain within the pool grounds while participating in club activities.
- Movement along the concourse will be permitted between events if conducted in an orderly manner. NO RUNNING is allowed in the pool area.
- Unauthorised persons will not be permitted to interfere with timekeepers boards.
- Entry and exit of the stand is to be via the stairs only and no running in the stand is permitted.
- Diving is not permitted in the shallow end of the pool.
- Smoking and alcohol is not permitted anywhere in the school grounds.
- Dogs are not permitted in the school grounds.

Club Nights

Club Nights provide swimmers with an opportunity to show their parents and coaches newly learnt skills in a racing situation. All races are swum in a friendly environment. We endeavour to organise races according to each swimmer's level. Boys and girls swim together for points, according to their recorded times for each event. Points are awarded for swimming and improvement of personal best times (PB's).

Registration

All swimmers must first be registered through the Swim Club Connect. This is an app that can be downloaded on both Apple and Android devices.



Step 1

Download the App Mac OS:

<https://apps.apple.com/au/app/swim-club-connect-meet-manager/id1577698315>

or Android:

<https://play.google.com/store/apps/details?id=com.swimclubconnect.myswimclub2>

Step 2

Create your profile and Join the club Oxley Otters Swim Club (OOSC) - Membership code for our club is 4075

Step 3

Create your swimmer profiles by clicking the swimmers page and then "+swimmer".

Please note that there is a 30 day trail and then a yearly subscription of \$10.49 applies for you to nominate swimmers into races or to view results.

Nomination

Step 4

Nominate in club night by clicking the meets page and selecting the club night to access events

Step 5

Turn up, try your best, have fun and watch the results come through live on your phone!!

Oxley Otters Swim Club offer a free trial for up to 3 weeks for new members but these swimmers must be registered and RSVP for the club nights of choice in the same manner above. The 30 day trail for the app will allow you to nominate for trial weeks. Invoices will only be sent to new members once you have returned for the 4th club night, unless requested to send the invoice sooner.

Swimmers can nominate in only 1 distance per stroke per night. Most weeks this means that swimmers can swim in up to 4 events. On nights when the 100m IM is scheduled all swimmers who qualify to swim at least 25m in all 4 strokes can choose to swim the IM as an optional 5th event.

Racing starts on Friday Nights at 6:30pm with nominations closing just before the start of the first race.

Qualifying Times to Move to Longer Races

The table below shows the times required of a swimmer at a particular length before they are allowed to move up to the longer distance. These times are adhered to so that swimmers in different lengths are of similar ability and speeds, and race times are kept consistent.

	15m to 25m	25m to 50m	50m to 100m
Freestyle	23 seconds or faster	27 seconds or faster	45 seconds or faster
Backstroke	25 seconds or faster	30 seconds or faster	55 seconds or faster
Breaststroke	27 seconds or faster	33 seconds or faster	58 seconds or faster
Butterfly	25 seconds or faster	30 seconds or faster	55 seconds or faster

Qualifying times must be swum on two separate club nights before a swimmer is eligible to swim the longer distance. The only exception is if the swimmer beats the qualifying time on their first swim in that event for the season. The Race Secretary will inform swimmers that have qualified for a new distance it is then up to the swimmer to decide if they want to compete at the new distance. Swimmers who meet the time required will be encouraged to move up the next distance.

Point System

Oxley Otters Swim Club gives swimmers points for swimming in events with bonus points given for maintaining or beating personal best times recorded in the system. The times are set at the start of each new season. Each time a swimmer competes in an event they are awarded 2 points. Additional points are awarded using a sliding scale, according to the swimmers' best times for that stroke. Points are awarded for a 15m, 25m, 50m and 100m events and are automatically generated by the computer. At the end of each season the main awards are given out based on the number of points earned, both in total and across each stroke category.

The maximum points on any given night is 30 points for a swimmer eligible to swim the IM and 4 other strokes, who achieves a PB of greater than 1.51 seconds in all 5 events.

Time Compared to Personal Best	Points
1.51 seconds or slower	2
0.51 – 1.50 seconds or slower	3
0.50 seconds either side of best	4
0.51 – 1.50 seconds faster	5
1.51 seconds or faster	6

Recorded Times

Times for the events swum at club nights will be instantly available via the Swim Club Connect App.

Club record times for each age of swimmer across all strokes are stored in the computer system. The race secretary will flag when a swimmer is close to beating a club record for their age group, based on the age of the swimmer on the night they swim. And a second timekeeper and timer will be assigned to that lane so that any record can be confirmed and recorded in the system. (A time will not be considered a record unless 2 timekeepers record the new record time).

Referee's Decision

The Referee's decision is final and binding in all cases. Our aim is for our referee to coach the children in the correct way to start, run and finish races. We do not aim to disqualify children in amateur events although we do want to ensure our children are learning the correct techniques for when they participate in other carnivals. Disqualifications are therefore rare but, should they occur, points will not be awarded to the swimmer for that event.

Expulsion from the pool

Should any person disobey any instruction given by a Working group member or Club official, the Referee may expel such person from the pool area and/or bar such person from taking any further part in the swimming activities on that evening. The Referee or appointed Official will report the name of such person to the working group who will decide whether any further action is required.

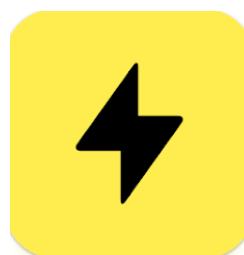
Abandonment

On Club Nights, the decision to abandon due to adverse weather conditions or other will be made as early as practicable, and advertised to all members via social media and email.. This decision will be made by members of the working group present at the pool. A rescheduled time and date for the night's program may be decided at that time, or consultation with the P&C and school will occur to decide if alternate days can be arranged. This will be especially important if multiple weeks are lost to storm events. Club nights will proceed in the event of rain without more serious wind or storm.

Working Group members use a lightning tracker app to monitor any electrical storms approaching and we do not allow anyone to enter the water if there is lightning within 20km, for at least 30 minutes after the last lightning strike. This app is often used in conjunction with the BOM radar to track the direction and expected duration of a storm.

Swimmers who nominate for a particular event on nights that are then cancelled will have that event counted when eligibility for age champions relies on the minimum number of times an event is swum (eg half the number of events).

Should the decision to cancel an event be made after all members are at the pool, working group members will follow the evacuation plan approved by the school and all members will follow the directions of the working group to evacuate safely.



Club Membership Fees

	1 swimmer	2 swimmers	3+ swimmers (Family Max)
Club Membership *Compulsory fee 2025-26	\$85	\$160	\$225

Our fees for the 2025-25 season are used to fund our end of season trophies and medals, pool lease and P&C insurances. This P&C insurance covers all normal activities for members at the pool but does not necessarily provide athlete insurance and a signed waiver will be required from parents acknowledging acceptance. This waiver can be found in Appendix 2 of this handbook.

Our fees remain among the lowest in our district. We do not charge swimmers the additional fee required for Swimming Queensland affiliation, as we found this was a great financial burden for many families. We are therefore not a part of the Swim Qld community and swimmers cannot participate in those events or receive the other associated benefits without their own separate membership. More information about SQ membership is available here: <https://qld.swimming.org.au/>

Fundraising raffles and tuckshop revenue is very important to support the club activities and equipment upkeep. Any support you can give to these swim club functions is greatly appreciated. Donations are gratefully accepted, for example raffle prizes are very welcome. Sponsorship of events, equipment items or merchandise can be discussed.

Club Captains

All senior (11 years and over) club members are eligible to apply. The roles and responsibilities of the 2 club captains each season are:

- Be an active and positive role model for other club members.
- Attend all club nights possible
- Be available to assist 15m swimmers with their events, and assist new members to the club
- Be available to represent the club at local swim meets (as a swimmer or non-swimmer)
- Display good sportsmanship at all times
- Be articulate and able to give speeches
- Encourage and foster team spirit and good sportsmanship in other club members

Volunteers

The swim club is run and operated by a small working group, under the guidance of the Oxley State School P&C Association

In 2025-26, the lead roles in the working group have been undertaken by the following volunteers:

Core Roles		Support Roles	
Chairperson	Amy Baker	Equipment Officer	Steve MacGillivray
Chairperson Support	Melissa Leonard	Referee	Kathleen King
Race Secretary	Craig Williams	Race Starter	Position Vacant
Tuckshop Convenor	Position Vacant		

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On a weekly basis we also need volunteers to sign up for:

- set up,
- pack up and cleaning,
- tuckshop assistants
- timekeeping,
- marshalling,
- starter,
- announcer
- First Aid

We need to fill all of these roles each week prior to commencement of races.

Volunteer Requirements

All swim club members who are not parents of children attending Oxley State School will be encouraged to apply for a volunteer blue card, (free of charge). Blue cards are a requirement for non-parents for anyone volunteering in a P&C event/role. We will provide you clear instructions on how to apply online and link the blue card to Oxley SS P&C. If you already have a blue card ask us how to link it to Oxley SS P&C.

For more information on applying for a volunteer blue card, please visit:

<https://www.publications.qld.gov.au/dataset/no-card-no-start-forms/resource/b9beeeb6-cdcc-4e43-925b-2880916687d3>

Swimming Rules

Rules are created as the standards of perfection and should be applied as much as is practical and reasonable and to the degree that they must be to protect all competitors. Fairness is the key to official decisions. Swimming Australia recommends implementation of the rules to match the age and skill level of the participants. At Oxley club nights and carnivals, swimmers will be expected to swim according to these rules and supported to understand and correct their mistakes.

More details of these rules are available on the Swimming Queensland website, www.qld.swimming.org.au or in the [Swimming Australia – Swimming Rules](#).

THE START

Freestyle, Breaststroke, Butterfly and Individual Medley races start with a dive. On the whistle the swimmers step onto the starting platform and remain there. On the command “take your marks”, they shall take up starting position with at least one foot at the front of the platform. When all swimmers are stationary, the starting signal is given.

Backstroke races and Medley relays start in the water. At the first whistle the swimmers immediately enter the pool and at the second whistle take up their starting position. The command is then “take your marks” and when all are stationary the starting signal is given.

Any swimmer starting before the signal shall be disqualified. If the starting signal sounds before the disqualification is declared, the race will continue and the swimmer disqualified at the completion of the race. If the disqualification is declared before the starting signal, the signal shall not be given, but the remaining swimmers will be called back (“stand up and step down”) and then start again.

THE FINISH

Swimming Australia has rules regarding the touch and finishing position for each stroke (see below). At Oxley we expect the swimmers to stay in the water in their correct lane until all swimmers in an event have finished. The whistle will then be blown indicating that swimmers can exit the pool and should do so from the sides of the pool, usually by the ladders. The first three swimmers in a relay should exit from the end of the pool after completing their swim. Swimmers can not be disqualified based on how they exit the pool.

FREESTYLE

Freestyle means that a swimmer may swim any style, except in medley events when freestyle means any style other than backstroke, breaststroke or butterfly. Some part of the swimmer must touch the wall upon completion of each length and at the finish. Some part of the swimmer must break the water surface throughout the race, except it is permissible for the swimmer to be completely submerged during the turn and for a distance of up to 15m after the start and each turn. By that point, the head must have broken the surface. Standing on the bottom during freestyle shall not disqualify a swimmer, but they must not walk.

BACKSTROKE

Swimmers shall push off and swim the race on their back. During a turn, the shoulders may be turned over the vertical to the breast after which a continuous single arm or simultaneous double arm pull may be used to initiate the turn. The swimmer must have returned to the position on their back upon leaving the wall. During the turn some part of the swimmer must touch the wall. Some part of the swimmer must break the surface throughout the race, however the swimmer may be completely submerged during the turn, during the last stroke and for up to 15m after the start and each turn. At the finish the wall must be touched while the swimmer is on their back.

BREASTSTROKE

From the beginning of the first arm stroke after the start and after each turn, the body must remain on the breast. Throughout the race the stroke cycle must be one arm stroke and one leg kick in that order. All arm movements must be simultaneous. Hands can be pushed forward together on, under or over the water. Elbows must be under the water except for the final stroke before a turn, during a turn and the final stroke at the finish. Hands are brought back on or under the surface and must not be brought back beyond the hip

line, except during the first stroke after the start and each turn. During each complete cycle, some part of the swimmer's head must break the surface. A single downward dolphin kick followed by a breaststroke kick is permitted while wholly submerged. Following which, all movements of the legs must be simultaneous and in the same horizontal plane without alternating movement. Feet must be turned outwards during the propulsive part of the kick. Breaking the water surface with feet is allowed. At each turn and at the finish, the touch must be made with both hands simultaneously at, above or below water level. The head may be submerged after the last arm pull, provided it breaks the surface at some point during the last complete or incomplete cycle preceding the touch.

BUTTERFLY

Both arms must be brought forward together over the water and brought backwards simultaneously. All up and down leg movement must be simultaneous and underwater kicking on the side is allowed. The legs and feet need not be at the same level, but must not alternate in relation to each other. At each turn and at the finish, the touch must be made with both hands simultaneously. A swimmer is permitted one or more leg kicks and one arm pull under the water, which must bring them to the surface. A swimmer can be completely submerged for a distance of up to 15m after the start and each turn.

MEDLEYS

Individual medley order is Butterfly, Backstroke, Breaststroke, Freestyle.

Each section must be finished in accordance with the rule that applies to that stroke

Medley relay order is Backstroke, Breaststroke, Butterfly, Freestyle.

If a swimmer breaks before the wall is touched, the team will be disqualified.

RACE RULES

Pulling on lane ropes is not allowed.

There must be four swimmers on a relay team, each only swimming once.

The referee's decision is final.

Age Championship Day

The Age Championship day will be our last swim meet of the season. It's held over 2 sessions with 100m Free and IM events on the last Friday night and all other events held on a preferred time over the last weekend of the season.

Age

Age groups for age race carnivals and age champions are determined by the swimmer's year of birth. Eg. if a swimmer turns 10 at some point in the calendar year that the event is held in, they would swim in the 10 years races and distances.

Eligibility

All swimmers are encouraged to take part on the day however to be eligible to swim a stroke at the Championships, (or to be considered for age champion) the swimmer must have swum a MINIMUM NUMBER of times in that stroke at scheduled Club Meetings during the season.

The MINIMUM NUMBER of times is half the number of scheduled Club swims for that stroke, up to and including "Close of nomination date". Swimmers joining in the second half of the season must swim a minimum of five (5) swims in each stroke to be eligible to swim on championship day.

Swimmers may nominate for as many of the strokes for which they are eligible. Permission may be granted for cases which are outside these guidelines but will be at the discretion of the Club Working Group.

Eligibility must be established by the end of the last Club night

of the season. Swimmers who have nominated in cancelled events will have that event count towards their minimum number.

Nomination

Nomination will be as per all Swim Club events, through Swim Club Connect app.

Distances

The distances swum for Championships for both girls and boys are:

6 years and under		15m
7 years	Butterfly	15m
7 years		25m
8- 9 years		25m
10 years	Butterfly	25m
10 years		50m
11 years and over		50m

All events will be swum as timed finals, heats will be seeded on time. (Times used will be the swimmers personal best time as at the last club night of the season.)

Permission may be granted for cases which are outside these guidelines but will be at the discretion of the Club Working Group.

I.M. Championships

All swimmers who have qualified to swim at least 25m of each stroke on club nights are eligible to compete in the

Individual Medley at the Championships.

100m Events

The 100m IM and 100m Freestyle will be conducted in age groups of 10 years and under, 11 years, 12 years, 13 years, 14 years, 15 years and over for boys and girls.

Records

Club Championship Records are separate to those recorded on normal club night events and will be published in the event program.

Points

The Judges will decide the order of places regardless of posted times. Points shall be awarded as follows:

7 points for 1st place,

5 points for 2nd place

3 points for 3rd place, and

1 point for each place after.

Age Champion

The swimmer gaining the highest aggregate points in their age group over all four strokes will be awarded Club Age Champion. Medals may be awarded to second and third place should membership levels be considered by the group to be high enough.

Joint Club nights & 3-way carnivals.

We occasionally organise events with other swim clubs. A joint club night means we run a normal club night, with swimmers participating in events of their choosing lined up with swimmers of the same speeds, and we combine swimmers from other club into the heats. A 3 way carnival is scheduled over a weekend, outside of the club night schedule with each club putting forward 2 swimmers in each stroke of an age event and a relay team. These events will be scheduled in consultation with others clubs and the Chairperson and Race Secretary of the Otters. Blue Card rules and Insurance waiver will be applied.

Trophies Awarded

Each season the following trophies are awarded:

Perpetual Trophy Name	Awarded for
Peter Pyke Club Champion	Highest Points Trophy
The Scott Reinke	Tiny Tots Award
The Borgges Family	Most Improved
The Cr. Milton Dick	Junior Encouragement Award
The Cr. Christine Watson	Senior Encouragement Award
Jonno Kelly	Jnr 100m Highest Points Trophy
Jan Matherson	Jnr Breaststroke Highest Points Trophy
Henry Palaszczuk	Jnr Freestyle Highest Points Trophy
David Watson	Jnr Backstroke Highest Point Trophy
Cr Mlton Dick	Jnr Butterfly Highest Point Trophy
MLA Julie Attwood	Senior Breaststroke Highest Points Trophy
The Haigh Family	Snr 100m Highest Points Trophy
The Dale Family	Snr Backstroke Highest Point Trophy
Oxley State School Principal	Snr Butterfly Highest Points Trophy
Oxley State School P&C	Snr Freestyle Highest Points Trophy

Perpetual Trophies are collected from last years recipients in the final weeks of Term 1 to be prepared for the seasons new winners.

The awards night is in May, the awarding of the perpetual trophies, a “keeper trophy for the winners, second and third place holders in each category, medallions for each paid up swimming member with their name and points engraved, gold medallions with blue ribbons the first 10 placeholders, silver medallions with red ribbons the next 15, bronze with green ribbons and bronze with purple ribbons for all swimmers

Age champion medals also will be awarded. If presented at the awards night, names and age will be engraved. (age champion medals awarded poolside on age championship day engraving).

Club Calendar

Date	Events
Pre Season	
Sunday 5 October	Working Bee
Term 4 2025	
Friday 17 October	Week 1: 100m IM; Free, Back, Breast, Fly (15m, 25m, 50m)
Friday 24 October	Week 2: 100m Free; Free, Back, Fly, Breast (15m, 25m, 50m)
Friday 31 October	Week 3: 100m Back; Free, Back, Breast, Fly (15m, 25m, 50m)
Friday 7 November	Week 4: 100m Breast; Free, Back, Fly, Breast (15m, 25m, 50m)
Friday 14 November	Week 5: 100m IM; Free, Back, Breast, Fly (15m, 25m, 50m)
Friday 21 November	Week 6: 100m Free; Free, Back, Fly, Breast (15m, 25m, 50m)
Friday 28 November	Week 7: 100m Back; Free, Back, Breast, Fly (15m, 25m, 50m)
Friday 5 December	Week 8: 100m Breast; Free, Back, Fly, Breast (15m, 25m, 50m)
Friday 12th December (tba)	Christmas Party (Sausage Sizzle and Fun Swims)
Term 1 2026	
Friday 30 January	Week 9: 100m IM; Free, Back, Breast, Fly (15m, 25m, 50m)
Friday 6 February	Week 10: 100m Free; Free, Back, Fly, Breast (15m, 25m, 50m)
Saturday 14 February	Toohey Shield – Three Way Carnival with Moorooka Marlins and Salisbury Scorpions
Friday 20 February	Week 11: 100m Back; Free, Back, Breast, Fly (15m, 25m, 50m)
Friday 27 February	Week 12: 100m Breast; Free, Back, Fly, Breast (15m, 25m, 50m)
Friday 6 March	Week 13: 100m IM; Free, Back, Breast, Fly (15m, 25m, 50m)
Friday 13 March	Week 14: Club Championships; 100m IM, Freestyle and Breaststroke
Friday 20 March	Week 15: Club Championships; 100m Free, Fly and Backstroke
Friday 27 March	Week 16: 100m Free; Free, Back, Fly, Breast (15m, 25m, 50m)
Term 2	
Saturday 23 May	Awards Night

Parent Races

If you are a Mum, Dad or Guardian of a swimmers at the club and would like to take part in some fun and friendly parent races, register yourself as a swimmer in the Swim Club Connect App and nominate for the events that you would like to take part in (as you would normally for your kids). There is no cost for parents to join in and races will take place each week based on participant numbers. Please see more guidelines below:

- Only parents with a registered child/ren who participate in the races on a regular basis are permitted to take part in the parent races.
- Parents must be a registered swimmer via the Swim Club Connect App and nominate for their races each week.
- All parent races will only take place in the 50metre and 100metre distance (including the IM).
- The heats for the children's races will always take place first in the respective stroke and parents' races will be the last heats for that stroke.
- The race secretary reserves the right to reschedule or cancel any parents' races on particular club days based on the schedule and timings for the event.
- No parent races will take place on age champions day.
- The race secretary will allocate all parents into the same race where possible. Any parent wishing to swim against their own child swimming the same distance will need to make the request to the race secretary before the close off time for nominations.
- All parent racing is for fun and personal best times. No points, trophies or club titles are to be awarded to any parents.
- We encourage those who also volunteer in key roles to participate in parent races. We request that these volunteers assist in sourcing other parents to cover their volunteer station while they swim in their race.
- All parents must abide by the clubs Codes of Behaviour as detailed in appendix 2.

APPENDIX 1



This template Code of Behaviour aims to set out the minimum standards for anyone involved in sport. It should apply when playing, training or taking part in club-sanctioned activities.

- Act within the rules and spirit of your sport.
- Promote fair play over winning at any cost.
- Encourage and support opportunities for people to learn appropriate behaviours and skills.
- Support opportunities for participation in all aspects of the sport.
- Treat each person as an individual.
- Show respect and courtesy to all involved with the sport.
- Respect the rights and worth of every person, regardless of their age, race, gender, ability, cultural background, sexuality or religion.
- Respect the decisions of officials, coaches and administrators.
- Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance exists) with people under the age of 18.
- Display appropriate and responsible behaviour in all interactions.
- Display responsible behaviour in relation to alcohol and other drugs.
- Act with integrity and objectivity, and accept responsibility for your decisions and actions.
- Ensure your decisions and actions contribute to a safe environment.
- Ensure your decisions and actions contribute to a harassment-free environment.
- Do not tolerate abusive, bullying or threatening behaviour.

Athletes

- Give your best at all times.
- Participate for your own enjoyment and benefit.
- Play by the rules and show respect for other players, coaches and officials.

Coaches

- Place the safety and welfare of the athletes above all else.
- Help each person (athlete, official, etc.) to reach their potential. Respect the talent, developmental stage and goals of each person and encourage them with positive and constructive feedback.

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- Obtain appropriate qualifications and keep up-to-date with the latest coaching practices and the principles of growth and development of young players.
- Ensure that any physical contact with another person is appropriate to the situation and necessary for the person's skill development.

Officials

- Place the safety and welfare of the athletes above all else.
- Ensure all players are included and can participate, regardless of their race, gender, ability, cultural background, sexuality or religion.
- Be consistent, impartial and objective when making decisions.
- Address unsporting behaviour and promote respect for other players and officials.

Administrators

- Ensure quality supervision and instruction for players.
- Support coaches and officials to improve their skills and competencies.
- Act honestly, in good faith and in the best interests of the sport as a whole.
- Ensure that any information acquired or advantage gained from the position is not used improperly.
- Conduct club responsibilities with due care, competence and diligence.

Parents

- Encourage your child to participate, do their best and have fun.
- Focus on your child's effort and performance, rather than winning or losing.
- Never ridicule or yell at a child for making a mistake or losing a competition.
- Help out the coach or officials at training and games, where possible.
- Model appropriate behaviour, including respect for other players and officials.

Spectators

- Respect the effort and performances of players and officials.
- Reject the use of harassment, bullying or violence in any form, whether by other spectators, coaches, officials or athletes.

I, <INSERT YOUR NAME> have read and understood the policy and will abide by it as a member of Oxley State School Amateur Swimming Club.

Signature:

Date:

If under 18 years of age, parent/guardian:

Signature:

Date:

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Oxley State School Amateur Swimming Club

SPECTATOR BEHAVIOUR



Our commitment

Our club is committed to providing a safe environment for participation. Aggressive, threatening or other inappropriate behaviour by members, their families, their friends, and other sporting personnel while attending a game or event will not be tolerated.

These behaviours are outlined in our Code of Behaviour and specifically include:

- using bad language
- harassing or ridiculing players, coaches, officials or other spectators
- making racist, religious, sexist or other inappropriate comments to players, coaches, officials or other spectators
- any threatening behaviour or physical altercation between spectators and players, coaches, officials or other spectators
- putting undue pressure on children, berating them or putting down their performance
- drinking at a game or training or being drunk at a club event.

What we will do

- Provide members, their parents and other sporting personnel with our Code of Behaviour and make clear what is expected and the consequences of non-compliance.
- Where possible, bind non-members by prominently displaying conditions of entry to grounds and facilities and by requiring parents to abide by club rules (e.g. by making parents associate members, signing our Code of Behaviour).
- Reinforce messages of fair and respectful behaviour by displaying signs and posters around our facilities and providing information on our website, in our newsletter and through other club communication.
- Encourage our coaches and officials to complete training to develop their skills and confidence.
- Ban bringing alcohol to training, a game or no-alcohol club event.
- Consult with our local police and seek their support and advice on how to handle issues involving inappropriate behaviour by spectators prior to, at or after a game.
- Encourage the reporting of incidents and investigate inappropriate behaviours as outlined in this policy and take disciplinary or whatever other actions as are deemed necessary (e.g. appoint a ground official to monitor behaviour).
- Encourage our players, coaches, officials and spectators to call the police if they are concerned about escalating behaviour and their safety or the safety of others.

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What we ask you to do

- Help create a positive atmosphere for players, officials and other spectators by showing respect for players, officials and other spectators.
- Abide by our club's Code of Behaviour and refrain from using bad language, harassing or ridiculing others or behaving in a threatening or violent manner.
- If you are aware of inappropriate spectator behaviour and you feel confident to do so, speak with the person and ask them to stop. If there is a ground official or committee member present, ask for their assistance.
- Report any inappropriate spectator behaviour to the club president or someone in a position of authority.
- Call the police or a club official if you are concerned for your safety or the safety of others.

Non-Compliance

Parents or others found to have behaved inappropriately, and who are associate members or have agreed to abide by our club's Code of Behaviour and this policy, may face disciplinary action as outlined in our Member Protection Policy.

I, <INSERT YOUR NAME> have read and understood the policy and will abide by it as a member of Oxley State School Amateur Swimming Club.

Signature:

Date:

If under 18 years of age, parent/guardian:

Signature:

Date:

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APPENDIX 2: P&C WAIVER

PARTICIPANT DISCLAIMER STATEMENT

EVENT DESCRIPTION INCLUDING DATE AND LOCATION:

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Definitions

Throughout this document:

The singular shall include the plural and vice versa and a reference to any person shall include a natural person, bodies corporate or voluntary associations and also the person's heirs, executors, administrators, successors and/or assigns.

Associated Entities: including the school, its P&C Association, Event sponsors, officials, volunteers, community organizations, medical and paramedical ~~personnel~~ and any employees of any of these entities.

Entrant: being any person or persons participating or in any way involved in or connected to the Event.

Event: as identified above and including any ancillary or other events that are in connection with the identified Event.

For entrants

I confirm that all matters set out in this form are true and correct to the best of my knowledge and belief. I understand that, by signing this form, I am legally agreeing to ~~all~~ of the following statements in exchange for being permitted to participate in the Event.

I agree:

I am aware of the hazards involved in participating in the Event, which may include (but are not limited to): vehicle and pedestrian traffic, actions of participants and spectators, weather conditions, animals and wildlife, heat exhaustion, personal injury, slippery and uneven surfaces, breakages or defects in the event site or equipment, or the failure or unsuitability of a participant's equipment (including my own). I acknowledge and accept that injury may result not only from my actions (including physical exertion) but also from the actions, omissions or negligence of other people in connection with, or attendance at, the Event.

I agree that it is my responsibility to determine whether I am sufficiently fit, ~~healthy~~ and skilled to safely participate in the Event and I undertake to withdraw myself from the Event and not participate if on the day I am not in good health and proper physical condition. I warrant that I have no physical, ~~medical~~ or mental conditions of which I am aware, or should be aware, that would affect my ability to safely participate in the Event, or that would result in my participation creating a risk of danger to myself or others, which is greater than the risk assumed by a healthy person in the circumstances. I further warrant that I have not been advised or cautioned by a medical practitioner not to participate in the Event.

I understand and agree that I am responsible for my own timely removal from the Event to a medical facility if the need arises and for the timely reporting to the ~~organiser~~, an official or another entrant, of any medical or safety issue that arises during the Event. I also give my consent to receive any first aid or medical treatment that may be deemed advisable in the event of accident, injury or illness as a result of my involvement in the Event.

I acknowledge and accept that there is a risk of loss, theft, ~~damage~~ and destruction to my personal property at the Event. I agree that I am solely responsible for my personal possessions and equipment before, during and after the Event.

In consideration for being allowed to participate in the Event I agree to release the Associated Entities from all liability for my death, personal injury, psychological trauma, loss or damage (including property damage) or harm howsoever arising in connection with my participation in or attendance at the Event except to the extent prohibited by law.

I agree that the Associated Entities do not make any warranty, implied or express, that the Event services will be provided with due care and skill or that any materials provided in connection with the services will be fit for the purpose for which they were supplied.

PARTICIPANT DISCLAIMER STATEMENT

I understand that the ~~organiser's~~ public liability insurance is limited and does not (and is not required by me to) cover or protect me from any injury or damage I cause, whether to me or to others, or any loss I sustain or cause whilst participating in the Event and I acknowledge that I am entitled to obtain, and remain responsible for obtaining, my own legal advice or insurances.

I understand that the ~~organiser~~ reserves the right to alter, postpone, reschedule or cancel the Event at the ~~organiser's~~ sole discretion, including (but not limited to) the following reasons: if natural or man-made emergencies make administering the Event unreasonable due to weather conditions, natural disaster, acts of God, terrorism, war or any other reason.

I agree to act appropriately at all times at the Event, including obeying all laws, regulations, Event rules and directions of officials and I understand that my entry or participation may be voided if through my actions or ~~behaviour~~, in the opinions of the ~~organiser~~ or an official, I have broken these rules, any law or regulation or brought the Event into disrepute. I further understand that the ~~organiser~~ reserves the right to reject any entry without having to justify or give reasons for their actions.

I understand that this disclaimer is not intended to exclude any valid claim I may have under any policy of insurance held by one or more of the Associated Entities.

I have read and fully understand the above important information, warning of risk, assumption of risk, <u>warning</u> and release of claims.	
Signature	Date
Parent / Guardian Consent – Persons Under 18 Years Old	
I am the parent/guardian of the <u>above named</u> participant ("the minor") who is under 18 years old. I have read this document and understand its contents, including the exclusion of liability and assumption of risk and have explained the contents to the minor. I consent to the minor attending / participating in the Event having regard to the content of this document.	
Parent / Guardian Name (printed)	Parent / Guardian Signature
Date	



**Oxley Otters
Swimming Club**

**Address: Oxley State School
Bannerman St, Oxley, 4075**

Email: oxleyswimmingclub@gmail.com

Web: oxleyss.eq.edu.au/our-community/pandc/swim-club

Facebook: www.facebook.com/oxleyswimmingclub/