



Tiverton Swimming Club

MEMBERSHIP TERMS AND CONDITIONS 2026



Membership Basis

The Club Constitution sets out the full terms of membership of Tiverton Swimming Club, together with the byelaws below. A copy of the Club Constitution is available at www.tiverton-swimming.co.uk or on request from the Club Secretary. The Club Management Committee reserves the right to alter the byelaws and change the membership terms and conditions and the membership fee structure at any time.

Membership Subscription

All members must pay an annual Swim England (SE) membership fee which is collected by Direct Debit in January each year, **PLUS** an annual Tiverton Swimming Club membership fee, which is collected by Direct Debit in February each year. Members will also pay a monthly squad training fee via a regular Direct Debit mandate. Please note that the monthly squad training fees are collected over twelve identical Direct Debit payments, considering pool and seasonal closures i.e., Christmas, Easter, and summer holidays.

TSC Annual Club Membership

Each year in December, the Management Committee will set the fees for the following year's Club membership. This is an annual payment to the Club made by every swimming member when they **join** or **renew** membership. This fee supports the administration costs of running the Club and its different activities over a 12-month period from January to December each year. The Tiverton Swimming Club annual membership fee is paid in full, until there are only 3 months of the membership year left, so from Oct to Dec only half of the TSC annual Club fees are paid on joining the club.

Swim England (SE) Annual Membership

Members joining the Club or renewing their membership are required to join Swim England each year. There are three levels of membership, **Club Train** (Cat 1) **Club Compete** (Cat 2) or **Club Support** (Cat 3). Those swimming within the squad structure (Skill Development, Competitive Development, Competition, Performance and Masters squads) who may compete at Level 3, 2 and 1 open meets and Arena league team events will pay for Club Compete SE membership. Members swimming within the Learn to Train section and Competitive Swimming Award (CSA/CSA2) squads will pay for SE Club Train membership. Members can upgrade to Club Compete with Swim England competitive swimming status during the year, if they wish to compete in Level 1, 2 or 3 open meets, or the Arena league or Devon Interclub or relays.

Volunteer Workforce SE Membership

The Club will pay the **Club Support** (Cat 3) Swim England membership fees for its volunteer workforce and obtain Disclosure and Barring Service (DBS) clearance as appropriate to their role within the Club. Child Safeguarding training for volunteers and their poolside TSC Club orange t-shirts and some gala expenses can also be offered by the Club for qualified roles.

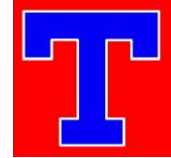
Volunteer Workforce at the club

There is an expectation that parents of swimmers at the club support it's activities in a volunteering role. For swimmers regularly competing in a squad (Skill Development 2 squad and all squads above) we will ask parents to become Club Support members at TSC and offer their skills and time to the club for us to maintain and develop our competition offer. Roles parents are asked to fulfil are Timekeepers, Officials, Team Managers and Event support at swim meets, particularly including the Club Championships, Sparkler and Arena league. The Swim England Club Support membership fees and any safeguarding training fees incurred will be paid for by Tiverton Swimming Club.



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Method of Payment

The annualised squad training fee is divided into twelve equal payments, each payable via Direct Debit mandate. Any initial payments required on joining i.e., Club joining membership, first month's squad fees and Swim England membership fees, will be invoiced to new members by Swim Manager and these fees collected as a direct debit. After the initial trial swim, Swim England membership must be in place before regular training commences to ensure appropriate insurance for the swimmer. New members will also pay their squad training fees for the rest of that first month on a pro-rata basis.

Refunds and Termination of Membership

Club expenditure is budgeted annually and Swim England and TSC annual membership fees are paid for a full year from January to December. Once paid, both membership fees are non-refundable. *****Members who wish to terminate their membership or amend their squads must email the Membership Secretary, and the Head Coach, giving the club ONE MONTHS' notice of their intention to leave the Club or request to change a squad allocation***** In the event of a Direct Debit mandate being stopped or cancelled and non-payment of monthly fees on successive occasions, the member will lose their place in the squad and will have to join the waiting list. If re-joining TSC, the member will then incur a re-joining fee. The club may cancel planned pool training sessions from time to time, usually due to insufficient coaching staff or pool maintenance. Refunds will not be given for cancelled training sessions of less than one week in duration.

Student Membership

This will apply to students between the ages of 18 and 25 years in full-time Higher Education (e.g. university). Members may apply in writing to the Membership Secretary for a reduction in monthly squad training payments of 20%. All applications should include a copy of a valid Students Membership Card, and each student application will be considered on an individual basis.

Dual Swim England Membership

The Club recognises that swimmers may wish to register with a second swimming Club and become dual registered with Swim England. Annual SE membership fees will be collected for the member's primary named swimming club (listed on the SE membership online register). However, Tiverton Swimming Club's annual membership fees are still collected in full (unless there is only 3 months of the membership year left), so from Oct to Dec only half of the TSC annual Club fees are collected on joining the club.

Dual Club Membership Training

The Club recognises that swimmers may also train at another performance swim club in addition to TSC. If a swimmer is unable to regularly attend TSC squad sessions as they are training at another club then they may apply for a reduction in TSC squad fees to the Membership Secretary and the Head Coach at the committees discretion.

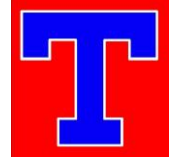
School and College Holiday Training

The Club recognises that members may attend boarding schools or colleges during term times. Members returning to TSC to train during holiday periods will pay their squad fees on a pro rata attendance basis whilst they return to train with the Club. Tiverton Swimming Club's annual membership fees are still collected in full each February.



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Short Term Membership

The Club may offer short-term membership to new individuals requesting to train during holiday periods or for a fixed short-term period and each application will be considered on an individual basis. The Club annual membership fee is collected at a reduced fee of £25 per new member. The new short-term members must also pay the monthly training fees **on a pro rata basis** for the squad they have been allocated, plus their Swim England membership joining fees (if needed).

Annual Training Fees Review

The Management Committee will review the monthly squad training fees on an annual basis and set the different squad training fees for the year ahead. Please be aware that Mid Devon District Council review the pool hire fees and can increase the pool costs for the Club during the year. Any annual increase in pool hire costs will incur a change to squad fees for the swimmers and new squad training rates are decided by the management committee.

Family Discount Scheme

The Club offers a family discount scheme. For families with three members or more, a reduction of 10% per swimmer is applied to each of their monthly squad fees.

Training Suspension for Medical Reasons

If a swimmer has surgery, an injury, or a condition where they have been advised medically to stop swim training, the club can suspend payment of the swimmer's monthly squad training fees for a defined period (up to a maximum of 3 months), without them losing a place in their squad. Club and Swim England Membership fees are collected as usual during this time.

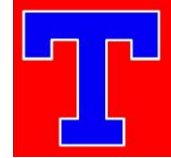
Expected Regular Attendance

Tiverton Swimming Club believes that attendance and punctuality are important aspects in the development of competitive swimmers, who should regularly attend squad training sessions and arrive on time for poolside warm-up. This training commitment is an expectation at the club and demonstrates good discipline and respect for the sport, coaches, and other swimmers within the club. **There is an expectation that swimmers training in the competitive pathway race at competitions with the club throughout the year.** Swimming is a sport that requires regular attendance to maintain fitness and improve individual swimming standards. A poolside warm up is important to prepare swimmers mentally and physically to achieve the best from each training session and prevent injury and allows the highest level of training performance. Club **coaches expect squad swimmers to be present 15 minutes before the start of their pool training session and begin warming up on poolside (or in the changing village). Swimmers arriving late to a session, must complete their land warmup before entering the pool.** Attendance and punctuality are monitored regularly on the Swim Manager training register. **Swimmers should notify the Head Coach if they are absent and likely to be unable to attend their sessions long-term. I.e., holiday or injury. Alternatively junior club swimmers can notify the Club Secretary who can then pass on the information to their relevant poolside coach or teacher.** Swimmers who repeatedly miss training sessions will be contacted by the Membership Secretary to outline the reason for their absence and to confirm if they will be returning to the Club. Ongoing absence at training (apart from a known reason e.g., injury, illness) could result in removal of the swimmer from a place in their training squad.



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Training Commitment and Behaviour at the club

Swimmers who regularly miss squad training sessions, or who do not display appropriate commitment or behaviour at the club can be allocated to a different training squad (or session) as advised by the coaching team and could lose their membership at the Club if they breach the club codes of conduct. The Head Coach has the final decision on swimmer squad allocations, or if a training space is to change. **See additional club policies and the club Constitution in the documents section of Swim Manager for all club codes of conduct and disciplinary procedures developed for the club's members.**

Expectation to Compete

There is an expectation that swimmers training in the competitive pathway (Skill Development squad and above) **race at competitions with the club throughout the year.** Swimmers who do not want to compete may be moved to a more suitable squad at the direction of the Head Coach, to allow those swimmers who do want to compete the opportunity to progress into the competitive squads. Advice on entering meets is always available from the club competition secretary and can be discussed with the swimmer's coach.

Swim Manager Membership System

The Club has implemented a cloud-based membership system called **Swim Manager** and will use this management system to record swimmers and parents contact details, membership status, consent to photography, Swim England registration and agreement to codes of conduct.

Swim Manager software will send an invoice for monthly fees to each family account to inform members of the fee to be collected and the **GoCardless** system will then collect the monies for membership a few days later, including monthly training fees, club shop items, competition meet fees or other additional items. **GoCardless collects fees via a Direct Debit Mandate set up for each family account.**

Once a swimmer has reached age 18 their personal email address can be added to the Swim Manager family account for direct access to club emails. Members aged under eighteen will have their parents email addresses recorded and used for communications.

NOTE: Parents have a responsibility to ensure their contact details are up-to-date and recorded on their Swim Manager account, so club officials can easily access emergency contact details for their swimmers if needed via Swim Manager.

Updated and approved by TSC management committee as discussed at the club AGM and April Committee meeting on 30.04.2026.