



Camp Hill Amateur Swim Club

**Handbook
2019/20
Season**



Since 1963

www.camphillswim.club

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WELCOME FROM THE COMMITTEE

The Committee of Camp Hill Amateur Swim Club extends a warm welcome to all parents and swimmers both new and returning for the 2019/2020 season. Please take the time to read through this handbook – it contains helpful information and contacts.

We trust our new members will enjoy the Club's friendly atmosphere and environment. Our emphasis is on the fun, fitness and friendship which can be achieved through swimming. Each child is encouraged to reach their personal goals, whether it is improvement in confidence, stroke or times.

We have wonderful coaches in Nathan, Cheryl and Jasmine Rollason and a great atmosphere which will enhance your child's progress. The benefits of swimming often extend well beyond the confines of the pool.

We pride ourselves on being a friendly family-based Club. The committee welcomes family involvement in all areas. We have a canteen and BBQ roster on Friday nights and all parents are asked to volunteer at least one night per season to help out.

We are also asking that each family give a minimum of four nights per season to time keep or assist with other pool deck duties. Don't be put off if you are new at this, it only takes a few minutes of instruction to get up to speed and the children love to see their parents at the finish. All helpers are asked to sign on each time they have duties on pool deck, canteen or BBQ.

Committee meetings are held as required. All parents of registered swimmers are welcome to attend. Please check our website for venue information etc.

Training and Club nights may be affected by the weather, in particular storms and lightning. If you leave your child at training and we have a storm, then you are requested to come and pick them up immediately. On Club nights a decision to swim will be made by the executive at 6.30pm on pool deck.

Please note all swimmers must wear a cap when in the pool as a matter of school policy. (Sorry, short hair is not an excuse!)

This season the Medley Championships will be held on **Friday 22nd November** and the Club Championships will be held on Saturday **28th March 2020** with a **5.30pm** start. Our break-up party and trophy presentation will be Wednesday **1st April 2020**.

Our Club website which can be found at www.camphillswim.club provides several improvements over previous years by offering the following services:

- **Club Membership Registration** – click on the Registration button and complete the online form.
- **Please note all registrations must now be done online.**
- **Online Club night nominations** – Simply complete the web form to nominate your child to compete at Club nights.
- **Please note all nominations must be done online by 5.00pm on the Friday night.**
- NO NOMINATIONS will be accepted by the Chief Nominator at the desk on the night.
- **Volunteering** – Parents can now volunteer to perform the various tasks required to make each Club night run smoothly and successfully.
- **Swim History** - Once registered, parents will have online access to their child's swim history.

The site offers a wealth of club-related information and we encourage all parents to check it out. Best of luck to all swimmers for the 2019/20 season.

The Committee - Camp Hill Amateur Swim Club

A MESSAGE FROM THE COACHES

Welcome to the 2019/20 season! A very special welcome to both our new families and returning families. We look forward to coaching your children and trust you will enjoy your season with us.

Swim Club isn't just about training and races - it's about fun, friendship, recreation and building confidence. Through swimming children build up confidence and skills to help them through life. Our emphasis is on teaching children aquatic skills for their enjoyment and safety. These are skills that will stay with them for life.

In our training sessions we teach all four strokes and encourage the children to swim all four strokes on Friday Club nights, not just those they are most comfortable with. This will also help them to qualify for the Individual Medley and Club Age Championships.

We encourage you to become involved at Friday Club nights with the BBQ, time-keeping, canteen and cleaning up - a little bit of help goes a long way with the running of the Club.

We also offer Learn to Swim Lessons for those of you who have young children on a Friday afternoon and Saturday mornings. If you have friends and family with young children, please let them know too.

If you have any queries or concerns, please don't hesitate to come and see us or ring us on **0423 409 404**.

Nathan, Jasmine and Cheryl

COMMITTEE MEMBERS FOR THE 2019/2020 SEASON

Position	Name	Email	Mobile
Club Chairperson	Jason Woolridge	chair@camphillswim.club	0409 309 389
Vice Chairperson	Megan Beuerman	vicechair@camphillswim.club	0429 321 796
Club Secretary	Catherine Howieson	secretary@camphillswim.club	0410 754 090
Treasurer	Lindi O'Hehir	treasurer@camphillswim.club	0409 997 685
Chief Nominator	David Courage	nominations@camphillswim.club	0422 953 356
Coaching	Nathan Rollason	coach@camphillswim.club	0423 409 404

Other Position Holders

Position	Name
BBQ Convenor	Tim Brooks
Canteen Convenor	Position Vacant
Starter	Position Vacant
Marshaller	Quentin Hill
Announcer	Karen Sullivan
Memberships	Karen Sullivan
Carnival Convenor	Mel Pemberton
Trophies & Medals	Mel Pemberton & Mary-Jane Courage
P&C Delegate	Catherine Howieson
Grants	Georgie Burke
Merchandise	Mary-Jane Courage
Media	Carly Stiler
Pool Quotes	Nathan Rollason

CAMP HILL SWIM CLUB - CALENDAR 2019/2020

The order of events will be the special event followed by the 25 metre and 50 metre races for each stroke.

OCTOBER 2018

11 OCT	100 FREE	FREESTYLE	BACKSTROKE	BREASTSTROKE	BUTTERFLY
18 OCT	100 IM	BUTTERFLY	FREESTYLE	BACKSTROKE	BREASTSTROKE
25 OCT	100 FREE	BREASTSTROKE	BUTTERFLY	FREESTYLE	BACKSTROKE

NOVEMBER 2018

1 NOV	100 BREAST	FREESTYLE	BACKSTROKE	BREASTSTROKE	BUTTERFLY
8 NOV	100 FREE	BUTTERFLY	FREESTYLE	BACKSTROKE	BREASTSTROKE
15 NOV	100 FREE	BREASTSTROKE	BUTTERFLY	FREESTYLE	BACKSTROKE
16 NOV	Principals Cup – Rochedale & Marshall Road AWAY				
22 NOV	Individual Medley Night		Please see Rule 20 for information on qualifying. 25m Breaststroke and Freestyle races for non-medley swimmers. No late nominations will be accepted.		
29 NOV	100 M	BACKSTROKE	BREASTSTROKE	BUTTERFLY	FREESTYLE
30 NOV	Southside Friendly – Wellers Hill & Mansfield Carnival AWAY				

DECEMBER 2018

6 DEC	100 FREE	FREESTYLE	BACKSTROKE	BREASTSTROKE	BUTTERFLY
13 DEC	100 FREE	BUTTERFLY	FREESTYLE	BACKSTROKE	BREASTSTROKE



Merry Christmas and Happy New Year

**FEBRUARY 2019**

31 JAN	100 IM	BREASTSTROKE	BUTTERFLY	FREESTYLE	BACKSTROKE
7 FEB	100 FREE	BACKSTROKE	BREASTSTROKE	BUTTERFLY	FREESTYLE
14 FEB	100 IM	FREESTYLE	BACKSTROKE	BREASTSTROKE	BUTTERFLY
15 FEB	CARNIVAL Cannon Hill and Norman Park AWAY				
21 FEB	100 BREAST	BUTTERFLY	FREESTYLE	BACKSTROKE	BREASTSTROKE
22 FEB	CLUB CAPTAINS' INTERCLUB CARNIVAL				
29 FEB	100 FREE	BREASTSTROKE	BUTTERFLY	FREESTYLE	BACKSTROKE

MARCH 2019

6 MAR	100 IM	BACKSTROKE	BREASTSTROKE	BUTTERFLY	FREESTYLE
13 MAR	100 FREE	FREESTYLE	BACKSTROKE	BREASTSTROKE	BUTTERFLY
20 MAR	100 IM	BUTTERFLY	FREESTYLE	BACKSTROKE	BREASTSTROKE
27 MAR	100 IM	BREASTSTROKE	BUTTERFLY	FREESTYLE	BACKSTROKE
28 MAR	AGE STROKE CHAMPIONSHIPS See Rule C22 for qualification				

APRIL 2019

1 APRIL	SEASON BREAKUP PARTY AND TROPHY PRESENTATION				
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CLUB RULES AND REGULATIONS

It is our aim to make the rules and regulations of the club fair for all swimmers and members. If anyone believes that any of the rules need amending, then this can be discussed at our Annual General Meeting or tabled at any of the monthly Committee meetings.

- M01. Swimming membership will be open to all people interested in swimming. Non-swimming membership will be open to approved persons who are interested in furthering the purpose of the Club.
- M02. Membership must be approved by the Committee and can be terminated or refused at the discretion of the Committee. Members agree to comply with these Rules or risk their membership being terminated.
- M03. Applications for membership must be made via website registration with the correct fees paid in full by the end of the second training week. Failure to pay fees will make you ineligible to swim until such time as the fees are paid.
- New members are entitled to a trial of one Friday Club Night when coming from Learn to Swim. They then must then become registered financial members to train, compete on a Friday Night Club and in championships or carnivals.
- M04. Membership will be open to any person qualified under Rule M01 – who may be a member of another swimming club. No clearance from that club is necessary.
- M05. Committee Members of the Club will be elected at each Annual General Meeting for the season. All persons elected as Committee Members must become Members (non-swimming) of the Club. All committee members must also become a member of the P&C Association. All committee members must also have a current Blue Card.
- The Executive members of the Club will be Chairperson, Vice-Chairperson, Secretary, Treasurer and the Chief Nominator.
- M06. No more than one person from any one family can hold signatory rights on club accounts.
- M07. Only registered members will be entitled to vote at meetings.
- M08. Members must at all times obey the instructions of any Official or the Club Coach. Wilful or persistent disobedience of official's instructions or conduct liable to bring discredit to the Club or Officials, will result in suspension of that Member by the Senior Office Bearer present. A suspended member will be sent one warning letter by the Committee and if the need then arises be summoned before the Committee to show cause why his/her membership or position in a training squad should not be suspended or terminated.
- M09. Individuals not involved in an official or competitive capacity on Friday Club nights, Inter-club carnivals or championship events are not permitted on pool deck while events are underway. Any issues needing clarification can be dealt with in writing or at the monthly committee meeting.

The referee's decision is final.

- M10. Competition may be arranged by the Committee from time to time during the season against other Clubs. Dates and times of these will be notified to members as they are organised.
- M11. This club and its registered members are bound by the rules in this handbook.
- M12. A swimmer who has suffered from vomiting, diarrhoea or other contagious infections in the preceding 24-hour period shall not enter the pool until they have been free of symptoms for at least 24 hours.
- M13. It is not the responsibility of the Coach or any Member of the Committee to supervise unattended children who remain in the vicinity of the pool outside their allocated training time.

POOL CODE OF CONDUCT

The Swim Club would like to take this opportunity to remind everyone of the Code of Conduct and the expectations whilst at the pool. We ask that you sit down with your children and talk to them about these rules.

- If children are not in the pool they must remain seated at all times.
- Children are NOT permitted outside of the pool area unless accompanied by an adult. If your child is waiting to be collected, they must wait inside the pool area (not out on the stairs) until they are collected.
- The toilets are not a play area.
- Please keep our pool area tidy – place all rubbish in the correct bins.

- Children must be quiet so not to disrupt the swimming lessons.
- Keep stairs clear at all times.
- No running in the pool area.
- Diving only allowed under supervision.
- Safe behaviour at all times.
- No swinging on the cross-support bars.
- No standing or walking on the seats at any time.

We recommend that children do not leave their personal belongings in the changing rooms.

If children do not abide by these pool rules, they will not be allowed to come to training.

The Coaches are on pool deck to teach our children to swim. They are not there to babysit nor supervise children.

CLUB REGISTRATION FEES

(This is a separate fee to the training fees)

It is compulsory for children who train in the weekly squads and/or participate at Friday Night Club to be registered members. It is a separate fee to the training fees. Registration is paid once per season.

Registration fees must be paid before the season begins. If your child is not registered they will not be allowed to train during the week or swim at Club night.

ALL Registrations must be done via the Club website www.camphillswim.club.

The Club membership fee is directed towards improving facilities for the swimmers and the Club. This includes rental fees for the hire of the pool, audit and administration costs and training equipment such as kick boards, pull buoys and lane ropes.

Club Membership Fees for 2019/20 will be:

Number of Children	Fee charged
Families with 1 Child	\$ 75.00
Families with 2 Children	\$ 150.00
Families with 3 Children	\$ 210.00
Families with 4 Children	\$ 240.00

For new swimmers joining in the second half of the season (i.e. from January 2020 onwards) the Membership Fees will be: \$40.00 for each swimmer from each family.

These registration fees are not refundable nor transferrable to another Club.

CLUB REGISTRATION FEES PAYMENT METHODS:

We do not currently support online payments via the web site, but the following methods are accepted:

Cash, Cheque (made payable to Camp Hill P&C Association Swimming Club) or via Direct Debit

Bank	CBA Bank
BSB	064 107
Account No.	10162436
Account Name	Camp Hill P&C Association Swimming Club
Reference	Child's name and Membership eg: Smith Membership

TRAINING

- F1. A sign-on day will be held prior to the commencement of the season to enable swimmers to enrol in training squads. Full Club membership is to be paid on that day or in full by the end of the first training week.
- F2. Only financial members will be able to train and/or compete on Friday Club nights, Carnivals and Championships.

- F3. Members training in the squads, who fail to participate in the Club nights on a regular basis throughout the season, may be ineligible to continue training. Exception will be made if there is available space in the squad at the discretion of the committee.
- F4. Swimmers not attending training for a period of three consecutive weeks without written notification may lose their position in training squads.

TRAINING TIMES

Squad training will begin on TUESDAY 8th October, 2019. Coaches to confirm dates/session times

All swimmers will require fins and Intermediates/Seniors will need small hand paddles.

Swim Level	Session Times
Sub Junior Squad	3.15pm - 4.00pm
Junior Squad	4.00pm - 5.00pm
Senior Squad	5.00pm - 6.00pm
Before School Training	Tues/Wed mornings 6.30 – 7.30am ** Morning sessions start in Week 2
Adult Swimmers (as per website)	6.30am – 7.30am

TRAINING FEES

Coaches to confirm training fees – they were talking of increasing the fees

- **Learn to swim** will be \$20.00 for a 30 minute lesson (\$200 block).
- **Pre Training Squad** will be \$18.00 for a 45 minute lesson (\$180 block).

SQUAD FEES

- \$12.00 per child for one session.
- \$25.00 per child for 2 to 6 sessions.
- Family rate for 3 children will be \$55.00 for 2-6 sessions.
- Family rate for 4 children will be \$65.00 for 2-6 sessions.

School Term	One Session Per Week Per Child
Term Four 2019 (10 weeks)	\$120.00
Term One 2020 (10 weeks)	\$120.00

All training fees must be paid in advance before the season commences. If your child's training fees are not paid, your child will not be able to train.

ALL families must pay for the full-term block. There is no option of paying weekly. If at the beginning of the season you are not sure how many times your child will train per week, please pay for the one session per week option up front and the balance can be paid once your training routine is worked out.

Swim School plans its weekly training program and for children to gain maximum benefits, they should be attending every week. There are 6 training sessions available each week when your child could make up a lesson. Children need to think about their commitment to swimming.

The Coaches would appreciate if this payment policy can be followed.

Direct Debit Payments

- Westpac
- BSB: 034 076
- Account No. 536843
- Beneficiary: Nathan Rollason

Cheque Payments - Made payable to Nathan Rollason

CLUB NIGHTS

The First Club Night is Friday, 11th October, 2019.

- C01. The Club competition will be each Friday night and an entry fee will be charged. This may be altered at the discretion of the Committee.
- C02. No child will be allowed to go outside the pool gate or leave unless accompanied by an adult after 6.30pm. Committee members will not be responsible for the actions of members.
- C03. **Children must be accompanied by an Adult (18 years +).**
- C04. The decision to cancel club due to bad weather will be made at 6.30pm at the pool by the Executive Committee.
- C05. The method and system of conducting events will be determined by the Committee and the decision arising there from will be final and binding in every respect.
- C06. Competition will be held over all four strokes and will be contested on a time relative to personal best basis to give every swimmer equal opportunity.
- C07. NOMINATIONS – nominations can only be done via our club website (www.camphillswim.club). Simply click the appropriate Club night button and complete the form. Nominations will close at 5 pm on the Friday night.

Please note – We are no longer offering the option of nominating in person at the pool on a Friday night.

If you do turn up at the pool on a Friday night and realize that you have not nominated online prior to the deadline, your nomination will not be accepted. If there is a free lane in an appropriate race the swimmer may be able to swim however the race will not be timed and no points will be awarded.

Please note, if you subsequently decide not to swim that's not a problem, all we ask is to be notified via email to nominations@camphillswim.club in advance of the meet commencing.

Parents and swimmers:

As you have nominated online, you do not need to come down to the nominations table to check your nomination.

Parents please let your child know that they have been nominated online so they do not line up to double-check. This way we can be as efficient as possible and start the meet on time.

- C08. Children who nominate to swim and then change their minds must advise the Race Marshall, the Announcer and the Nominator. Points will only be awarded for races competed in on the night. Cancelled swims do not count toward Championship qualifying.
- C09. The records of the Nominating Committee will not be available to others except at the discretion of the Chief Nominator or by the discretion of the Chairperson.
- C10. Swimmers times will be displayed but only as a courtesy to swimmers. The Chief Timekeeper may alter these times if a discrepancy occurs.
- C11. Club captains and Seniors will patrol the sides of the pool during 25 metre events. Competitors who are in difficulty in the water should support themselves on the lane ropes until help arrives.
- C12. **Movement along the sides and ends of the pool will not be allowed, except by Officials and Competitors in the charge of Officials. These areas are out of bounds and children playing in these areas will be asked to return to the stands.**
- C13. There must be absolute silence at the start of every race and when silence is called for.
- C14. A Member competing for the first time in either Division of a particular stroke will swim a "time trial" over 25 metres for which points will be allotted within a specified time.
- C15. Competitors must be able to complete at least one length of the pool unaided to be eligible for points.
- C16. **Swimmers must immediately go to the marshalling area when the race events are called. If a swimmer is not there when the Race Marshaller calls their name, the race will proceed, and the child may miss the race. They will not earn any points for that particular race and the swim will not count toward Championship qualifying.**

WET WEATHER POLICY

Both Friday night Club and ALL training sessions (before school, afternoon squad training, adult training and learn to swim) are on when it is raining.

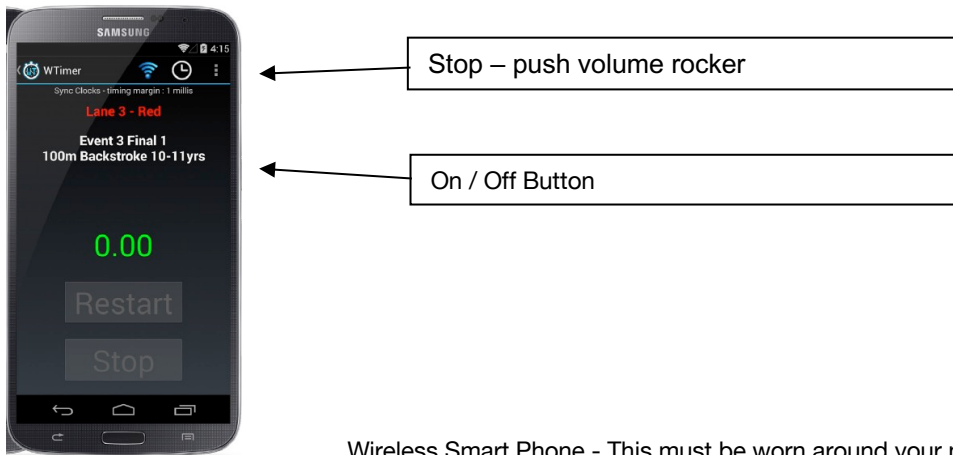
The pool will be shut if there is lightning. If there is a bad storm forecast on a training day, please come and collect your children as early as possible or make alternative arrangements.

If there is a storm on a Friday Club night, a decision will be made at 5.30pm at the pool as to whether to proceed, delay the start or cancel the night.

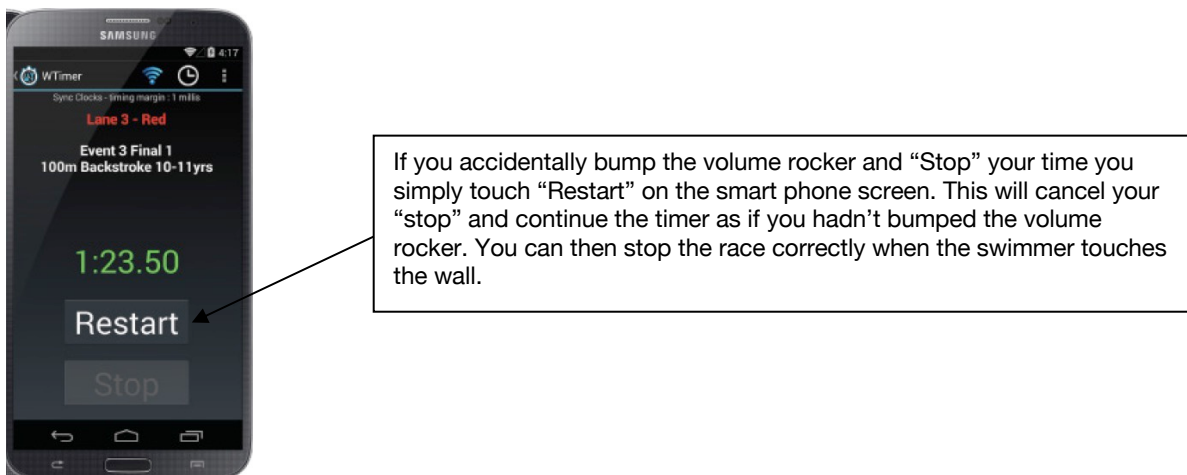
Please also refer to the Club website or twitter feed (@camphillcrops) for up to the minute information.

ELECTRONIC TIMING SYSTEM

The central electronic timing clock begins on the starter's gun which is displayed on the 55" TV screens and the "Smart Phones". On the swimmer's touch of the wall our volunteer timers will stop the time for their lane by pushing the "Stop volume rocker" pictured below on the "Wireless Smart Phone". The time will appear on the LCD screen of the smart phone. There will be two phones per lane. The timing system averages the two times and displays the split average on one of two LCD screens like the ones below.



Wireless Smart Phone - This must be worn around your neck at all times.



Wireless TV Screens

The results of all six lanes will be displayed on the two TV screens. The screen below shows four columns of information in order covering the:-

1. Lane number
2. Swimmer's name
3. Swimmer's time
4. Swimmer's position

For example:

In lane 3 Brian B swam a time of 1 minute, 20.77 seconds to come in first position.
In lane 2 Emily S swam a time of 1 minute, 34.12 seconds to achieve second position.



Should you wish, you can record your child's times on the form provided at the back of this Handbook. Please note, however, that all times will be available on the Club website within a few hours of the conclusion of each Club night.

THE POINTS SYSTEM

C16. The Club awards swimmers' points for every race they compete in. These points are added up and used to determine point's trophy winners at the end of the season.

Points for all events will be calculated on the individual competitor's time compared to their personal best of the previous season.

The purpose of the points system is to encourage improvements in times. These points will contribute to the Clubs points champion trophies.

The first time a swimmer swims any stroke/special event it is considered to be a time trial and will be awarded 4 points accordingly.

Where a competitor moves from a 25m to a 50m race this will be considered as a time trial and will be awarded 4 points.

All other points are awarded as follows and contribute to the points champion trophies.

TIME RELATIVE TO PERSONAL BEST	POINTS AWARDED
More than 2.50 sec slower	1
1.51 to 2.50 sec slower	2
0.51 to 1.50 sec slower	3
0.00 to 0.50 sec slower	4
equal personal best	4
0.00 to 0.50 sec faster	4
0.51 to 1.50 sec faster	5
1.51 to 2.50 sec faster	6
More than 2.50 sec faster	7

TIMES REQUIRED TO PROGRESS TO 50 METRE EVENTS

C17. All Novice Division Competitors (25m) will be expected to graduate to the Swimmers Division (50m). The times needed to graduate to the 50m event are less than:

24.0 sec for Freestyle
25.0 sec for Butterfly
26.0 sec for Backstroke
29.0 sec for Breaststroke

Once you have swum in the Swimmers Division, you will not be able to re-enter the Novice Division.

SPECIAL EVENTS

- C18. Special events will be held at Friday Club night as the first event.
- C19. To be eligible to compete in special events each competitor must swim the **50m Freestyle under 40.0 seconds.**

CLUB AGE CHAMPIONSHIPS

Club Age Championships are split into two days of competition:-

- Individual Medley Night will be held on **Friday 22nd November 2019.**
- Age Stroke Championships will be held on **Saturday 28th March 2020.**

At the end of the season the Club Age Champion Trophies will be based on the combined point results from both the Medley and Age Stroke Championships. **A competitor must compete in both events to be awarded the Age Champion Trophy.**

To participate in either of these special events you must nominate on line by the closing date. Late nominations will not be accepted.

INDIVIDUAL MEDLEY NIGHT

C20. The Individual Medley Night will be held on **Friday, 22nd November 2019.**

The Qualification Requirements for Individual Medley Night are:

- To be eligible, swimmers must swim all strokes and have swum at least **twice** that season **in each stroke.**
- Children 11 years and under swim the 100M Individual Medley
- Swimmers 12 years and over swim the 200M Individual Medley.
- Age is determined by the age the swimmer turns in the calendar year.
- 25 metre freestyle and 25 metre breaststroke races will be held for non-medley swimmers.

C21. Points will be awarded according to placing and will go towards the Age Champion Trophy for each age group. If there are more than 6 swimmers in an age group, placing will be decided by time.

**Order of the strokes for the Individual Medley:
Butterfly, Backstroke, Breaststroke, Freestyle**

Medley Championship Points for Age Championship Trophies:

The Medley Championship points awarded towards the Age Championship Trophies are:

PLACE	POINTS
1st	12
2nd	9
3rd	7

AGE STROKE CHAMPIONSHIPS

The Club Age Stroke Championships will be held on Saturday, 28th March 2020.

The Qualification Requirements for Age Stroke Championships are:

For a swimmer to participate in the Age Championships, they must be able to swim the stroke using the correct technique. This is a Championship event where medals are awarded.

C22 All members must swim **a minimum of 10 individual Friday night club events over the season (ie Pre and Post Christmas) in each stroke** to qualify for the Club Age Championships in that event.

This means if a club swimmer wishes to compete at the Age Championships in all four strokes, they must have completed 10 swims in each stroke.

TERM	CLUB NIGHTS
Pre Christmas	10
Post Christmas	9

Swimmers joining the Club for the first time in the second half of the season (after the Christmas break) must swim a minimum of 4 Friday Club Night events for each stroke in which they wish to qualify. This rule only applies to their first season.

C23. A doctor's certificate or any other extenuating circumstances (in writing) acceptable to the Executive will be accepted from Club members **once only** throughout the whole season. This must be provided within **one week** of the illness to be accepted.

No points will be given for that night but the swims will count towards qualifying.

C24. A member involved in representative school swim meets on Club Night will be allowed to claim a maximum of four swims per stroke toward qualifying for Club Age Championships. The Chief Nominator **must be advised in writing** prior to the dates of the absence. Failure to advise will mean the forfeiting of those swims toward Championship Qualifying.

No points will be awarded for these swims.

C25. The Club will conduct Championship events at the end of the season according to the following age brackets: -

<u>Freestyle:</u>	6 and under, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17 and over 18.
<u>Backstroke:</u>	6 and under, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17 and over 18.
<u>Breaststroke:</u>	6 and under, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17 and over 18.
<u>Butterfly:</u>	6 and under, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17 and over 18.

C26. **Ages for Championship Events will be determined by the age the swimmer turns in the calendar year** and a Birth Certificate may be called for by the Committee at any time.

C27. Twenty-five metre Age Championship events will be held for children 9 years and under in all four strokes. Events for children 10 years and over will be 50 metres.

Points will be awarded according to placing and will go towards the Age Champion Trophy for each age group.

If there are more than 6 swimmers in an age group, placing will be decided by time.

- C28. At Championships and Inter-Club meets two timekeepers will be used on each lane and the Club’s Chief Timekeeper will also time keep.
- C29. Swimmers times will be displayed, but only as a courtesy to swimmers. These times may be altered by the Chief Timekeeper if a discrepancy occurs.
- C30. The one start rule applies in all Championship events with some leniency shown towards the novice 25 metre swimmers.
- C31. Club Records can only be set at Club Championships. For a record to be established or broken, the swimmer must be timed by two independent watches reading in tenths of a second. The selection of timekeepers for all swimming will be at the discretion of the Chief Timekeeper or the Senior Office Bearer in attendance.
- C32. At least 4 nights prior to Club Championships, the committee will determine the structure of Club Championships. This will include the order of strokes and the structure of finals, either (a) heats followed by finals or (b) A or B heats with placing determined by time.

Points Awarded for Age Stroke Championship Trophies

The Age Stroke Championship points awarded towards the Age Championship Trophies are:

Novice Swimmers (9 and under)	
1st	5 points
2nd	3 points
3rd	2 points

Swimmers (10 and over)	
1st	10 points
2nd	8 points
3rd	6 points

INTER-CLUB CARNIVALS

This season the Club will compete in carnivals against other clubs.

- Expressions of interest will be sought by the Carnival Convenor two weeks prior to the carnivals. An expression of interest does not guarantee a place.
 - At Carnivals, two children will be selected to swim in each stroke for their age group for both the boys and girls. Children will also be selected for relays.
 - Children may swim up in age groups and girls may be selected to race as boys, to ensure as many children as possible get to swim.
 - Due to some age groups having more swimmers nominate for inter-club carnivals than can be placed in individual races the club has decided to follow an approach that will allow all swimmers the opportunity to compete in carnivals with their friends whilst seeking to field the strongest teams possible for each race. As a result, swimmers may be asked to compete in races in higher age groups, as preference will be given to fielding the fastest swimmers in their own age groups. Swimmers may also wish to specifically nominate to compete in higher age groups.
 - The selection for events at carnivals will be made by the Carnival Convenor, Chief Nominator and the Coach.
- C34. Pool carnival records can only be set at home carnivals. For a record to be established or broken, the swimmer must be timed by two (2) independent watches/stoppers reading in 100ths of a second. The selection of timekeepers for all swimming will be at the discretion of the Chief Timekeeper or the Senior Office Bearer in attendance.
- C35. Club caps MUST be worn when representing Camp Hill Amateur Swim Club at inter-club carnivals. The Club encourages that all swimmers wear the Club swimmers, Club swim cap, Club cap and Club T-Shirt.

CLUB COMMITTEE POSITION DESCRIPTIONS

CHAIRPERSON

As Chairperson of the Camp Hill Amateur Swim Club your duties are varied. The Chairperson must be able to lead the Club without controlling and remaining unbiased and impartial on all issues. Should issues or conflicts arise you must ensure that there is fair discussion and all points are expressed before a decision is reached.

Other duties of the Chairperson is to be able to delegate, involve Club members in decisions, have a good working knowledge of the Club’s constitution and rules, manage the monthly and Annual General meetings and represent the Club at the school P & C monthly meetings.

It is essential that the Chairperson shows leadership which gives confidence to all Club members.

VICE-CHAIRPERSON

Assists the Chairperson. If the Chairperson is unavailable to attend or conduct meetings, the Vice-Chairperson will then preside.

SECRETARY

Secretarial duties include recording of minutes at monthly committee meetings and at the AGM.

Filing of all inward and outward correspondence and the typing of any letters etc. to be posted.

Preparation and photocopying of Club Handbook, carnival calendar, rules and regulations for club sign-on day.

Preparation of Newsletter and any other secretarial duties needed.

TREASURER

The Treasurer can be seen as the money manager of the Club. The Treasurer is responsible for all money matters, including banking, spending and security of the Club's funds. Ideally, the Treasurer should have at least a basic understanding of bookkeeping.

The main function for the Treasurer is maintaining effective records for the control of the various fees paid into the Club, including membership fees. The Treasurer is also responsible for making various payments for the running expenses of the Club. Reports on the Club's financial position are prepared on a monthly basis and presented at the monthly meeting.

The Treasurer needs to be well organised and able to allocate regular time periods to maintain the records. They should be fully informed of the financial position of the Club at all times and should be aware of the information, which is required for the annual audit.

CHIEF NOMINATOR

The Chief Nominator's main role is to maintain all swimmers records on the Club computer. Duties include:

- The entering of all details of new and current members into the Club computer.
- Ensuring the Club dates and swim orders are set up correctly in the Swim Time program.
- Registering swimmers and accurately recording all their times on Club nights.
- To organise Individual Medley Championships, Age Stroke Championship day and Trophy presentation at the end of the season. The Swim Time program keeps accurate records to assist in the organisation of these events.

CARNIVAL CONVENOR

Together with the Chief Nominator and Coach you will select swimmers for inter-club carnivals. These are solely selected by Friday night times. Please see the section on Inter Club Carnivals for further information on the selection process.

CLUB CAPTAINS

The Club Captains patrol the sides of the pool in novice events, build Club spirit with the swimmers and should be present at all Inter-Club carnivals to aid in marshalling and represent the Club at the trophy presentation.

The criteria to be applied for the selection of Club Captains are:

- Regular Friday night attendance
- Attends carnivals. Wears Club gear.
- Shows responsible behaviour at training and Club nights
- Older mature member
- Solid level of swimming skills
- Leadership qualities
- Years of service to Club
- Good school record

We hope that you have been inspired now to take on a position for next year. After all, if you are interested in helping to improve your club, that is the best way to do it.

RULES OF SWIMMING

The Club adheres to the rules of FINA. A copy of the rules of Queensland and Australian Swimming is available from [here](#).

END OF SEASON AWARDS

The majority of the Club's trophies are based on the weekly points system except for the Age Champions' Trophies. The reason for this is to encourage participation and improvement, rather than an emphasis on coming first.

TROPHIES ARE AWARDED FOR:	
AGE CHAMPIONS	These trophies are based on age for boys and girls. They combine the results from the Medley Championships in November and the Club Age Stroke Championships held in March.
CLUB CHAMPION	The Club Champion Trophy is awarded to the swimmer with the highest points total for all individual stroke races and special events across the season.
POINTS CHAMPION TROPHIES	The Points Champion Trophies are awarded to the boy and girl swimmers with the next highest points total for all individual stroke races and special events across the season. The Club Champion is excluded. Runners Up Trophies are awarded for Points Champions
FASTEST BOY SWIMMER	Awarded to the boy swimmer who swam the fastest 50 metre freestyle times during the season.
FASTEST GIRL SWIMMER	Awarded to the girl swimmer who swam the fastest 50 metre freestyle times during the season.
SPECIAL EVENTS TROPHY	The Special Events Trophy is awarded to the boy and girl with the highest points for the special events races over the season.
PRINCIPAL'S TROPHY	The Principal's Trophy is awarded to the swimmer with the next overall highest points for the season including special events points, after the Club Champion, Points Champions and Special Events Champions.
INDIVIDUAL STROKE POINTS TROPHIES: There are two categories.	
1. NOVICE STROKE TROPHIES	The Novice Stroke Trophies are awarded to the boys and girls with the most points for each stroke aged 9 years and under. Runners-up also receive trophies.
2. SWIMMERS AGE GROUP STROKE TROPHIES	These trophies are awarded to the girls and boys with the most points for each stroke, aged 10 years and over. Runners up also receive trophies.
ACHIEVEMENT TROPHIES	These are awarded to all Club swimmers who have competed in 5 or more Club nights and show the points achieved by each child. If the swimmer has signed up for the full membership, then in order to receive a trophy they must compete in Club nights both in the pre-Christmas period and the post-Christmas period.
CLUB CAPTAINS	The Club Captains for the season receive a trophy to commemorate their role.
CAPTAINS' TROPHY	This trophy is awarded to a swimmer who the Club Captains believe shows Club spirit, commitment to training, tries their best, participates at Club night and shows good sportsmanship.
COACH'S TROPHY	Awarded by the coach to 2 swimmers.