

Wenona

SWIM CLUB HANDBOOK 2024 TO 2025

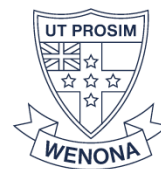




Swim Club Handbook

Contents

1. Introduction.....	3
1.1 About Us	3
1.2 Club Objectives.....	3
1.3 Key Contacts.....	3
1.4 Committee 2024 to 2025	4
2. Terms and Conditions.....	4
2.1 National Integrity Framework.....	4
2.2 Child Safety Principles.....	4
3. Club Membership.....	6
3.1 Membership Products	7
3.2 Purchasing a Membership.....	8
4. Training.....	8
4.1 Wenona Swim Squads	8
4.2 Training Schedule and Venue	11
5. Parent/Guardian Involvement.....	12
5.1 Communicating with Coaches.....	12
5.2 Volunteering.....	12
6. Competition Information.....	12
6.1 Competition/Event Calendar.....	12
6.2 Meet Entries.....	12
6.3 Club Nights	13
6.4 Qualifying Times.....	13
6.5 External Events/Meets.....	13
6.6 Competition Guidelines/Procedures	14
7. Club Uniform	14
8. Terminology.....	15
9. Related Documentation.....	16



Swim Club Handbook

1. Introduction

1.1 About Us

Wenona (the 'School') has a long and proud history of aquatic programs at the School, and the establishment of WSC endeavours to continue this tradition to support the students and wider community.

The Wenona Swim Club (WSC) is a community-based Club with membership open to Wenona School students and selected members of the public and is led by a Committee endorsed as a sanctioned activity of the School. The Club caters for non-competitive swimmers right through to elite-level swimmers in both able-bodied and multi-class, and is active at Swimming NSW and Swimming Australia events. The Club is supported by a year-round squad-based program operating on the School premises in a new state-of-the-art 25m pool.

1.2 Club Objectives

The primary objectives of WSC are:

- a) To foster a love and enjoyment of swimming and water sports
- b) To conduct, encourage, promote, advance, and administer swimming activities and water sports
- c) To promote the self-improvement of swimmers at all levels, from beginner to elite
- d) To promote the physical health, mental health, and the safety of all members
- e) To promote, teach, and encourage sportsmanship
- f) To promote engagement in a swimming community by promoting and advancing the operations and activities of the Club in the wider community
- g) To undertake and/or do such things as are necessary and incidental to maintain and enhance the Club, its standards, quality and reputation
- h) To undertake to attain the objectives of the Club
- i) To affiliate with, and remain affiliated with:
 - i. Swimming New South Wales Limited (SNSW) or any organisation which may replace or succeed it. The Club will adopt the SNSW rules of swimming, as provided to them from time to time by Swimming Australia (SA) or the International Swimming Federation (FINA) as may be necessary for the management and control of swimming and related activities in New South Wales; and
 - ii. Other kindred bodies as may be deemed appropriate from time to time by the Committee.

1.3 Key Contacts

General enquiries: please contact the Swim Club:

Email: swimclub@wenona.nsw.edu.au

Phone: (02) 9409 5015

Swimming squad enquiries: please contact:

Email: swimming@wenona.nsw.edu.au

Phone: (02) 9409 5015



Swim Club Handbook

1.4 Committee 2024 to 2025

Position	Name
President	Briony Scott
Vice President	Sam McFetridge
Secretary	Tom Hill
Treasurer	Jef Ma
Publicity Officer	Beth Oakley
Head Coach and Race Secretary	Michael Creighton
Registrar	Deborah Thom
Coach and Committee Member	Cristina Di Traglia

2. Terms and Conditions

Members agree to abide by the WSC By-Laws and all related policies, including all relevant Swimming Australia policies and guidelines that support their participation as a member.

Individuals within the WSC Community, eg parents, supporters, and volunteers, are bound by the School's *Community Code of Conduct*.

Refer to the *WSC By-Laws* and the School's *Community Code of Conduct* **here**.

Refer to the Swimming Australia policies and guidelines **here**.

2.1 Integrity Framework

All Swimming Australia Member Organisations and their respective members are governed by the National Integrity Framework (NIF).

The NIF consists of comprehensive documents that outline our shared responsibilities for protecting children and members' welfare.

Further information on the NIF can be found **here**.

2.2 Child Safety Principles

To guide the operation of Wenona Swim Club and Wenona Learn to Swim Program

The School wishes to promote a learning environment where teachers and students should be mutually supportive. Students and teachers should respect each other, engage in conduct that respects the philosophy and ethics of the School, and not engage in conduct which undermines this mutual trust and support.

The School encourages consultation between all members of the School community in matters which affect them.

The School has in place a *Staff Code of Conduct*, *Community Code of Conduct*, and a *Student Code of Behaviour* (the 'Codes') which may be supplemented from time to time by specific rules and directives.



Swim Club Handbook

These Codes include such matters as:

- The rights and responsibilities of students and staff within the School community, including the rights and responsibilities of students and staff as members of the boarding community
- Behaviour management
- The role of any School leadership system (or equivalent) in the School, and the monitoring of that system
- The management and reporting of serious incidents.

The following 10 Child Safety Principles are modelled on the *Child Safe Organisations: National Principles (An initiative of the Council of Australian Government)*:

1. Child safety is embedded in Wenona Swim Club leadership, governance, and culture

The School is committed to child safety. All staff and volunteers have Working with Children Checks and comply with codes of conduct that set out behavioural standards. Child safety is discussed at staff meetings, staff inductions, and parent information events.

2. Children participate in decisions affecting them and are taken seriously

Children and young people often provide feedback in a way that is friendly to them, eg a suggestion box or social media survey. The School's leaders talk to children and young people about safety and let them know how we keep them safe.

3. Families and communities are informed and involved

The School staff communicate with families about our child safety approach, often and in a variety of ways. Families are provided with the opportunity to give feedback on our Club policies and practices.

4. Equity is promoted, and diversity is respected

The School ensures that all children and young people have access to information, support and complaints processes. These are tailored to give particular attention to the needs of children with disability and from diverse cultural and linguistic backgrounds.

5. People working with children are suitable and supported

All staff have Working with Children Checks (WWCC) as required by NSW law. All staff have the appropriate qualifications and accreditations and receive induction by the School. Child safety is a focus point through recruitment, onboarding, and ongoing supervision.

6. Processes to respond to complaints of child sexual abuse are child-focussed

The School maintains a child-focused complaints handling policy, which is understood by children, families, and staff. All community members are encouraged to come forward and report misconduct by children or adults. Complaints are responded to promptly and thoroughly, and reporting, privacy and employment law obligations are met.

7. Staff and volunteers are continually trained and educated

Staff and volunteers receive training on child protection and the School's child safe practices.

8. Physical and online environments minimise opportunities for abuse to occur

Risks in the online and physical environment are identified and mitigated.



Swim Club Handbook

9. Child safe standards are continually improved and reviewed

The School regularly reviews and improves child safe practices. Complaints and concerns form a part of the basis for review and continuous improvement.

10. Policies and procedures document how our Club is child safe

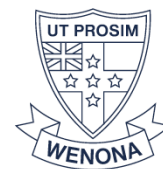
The School's policies and procedures address the child safe organisation elements; they are easy to understand and accessible; they are championed by the School's leaders; and they are widely understood and implemented by staff and volunteers.

3. Club Membership

Membership will be open to all selected individuals who accept and adhere to the Objectives of the Club provided they are, or propose to be, a swimmer for the Club, or are the parent/guardian of a child who is, or proposes to be, a swimmer for the Club.

Categories of Members

- a) **Individual members** are those who are 18 years or over. If individual members are non-swimmers, they must have a child who is a swimmer for the Club.
- b) **Junior members** are those under 18 years old. The School recommends that junior members have a parent or guardian who is an individual member of the Club.



Swim Club Handbook

3.1 Membership Products

Wenona Swim Club Membership Fees 2024 to 2025 Season

Membership	Competitive Swimmer	Club Swimmer/Second Claim	Non-Swimmer	Wenona Staff/Committee
Cost	\$260.00*	\$135.00* (Club) \$75.00* (Second Claim)	\$45.00*	\$45.00*
Description	Essential for club Swimmers apart of Junior Performance and Senior Competitive squads.	Swimmers who are eligible for squads and compete in Club meets only .	Parents or guardians of WSC swimmers.	Members of the WSC Committee or Wenona Staff.
SNSW affiliation	✓	✓	✓	✓
WSC Squads	✓	✓		
Club nights	✓	✓		
Club meets	✓	✓		
Club social activities	✓	✓	✓	✓
Representative meets	✓			
Insurance Cover	✓ Comprehensive cover	✓ Cover at training and club events	✓ Not in the pool	✓ Not in the pool
Additional Benefits	<ul style="list-style-type: none">• Club shirt and two Club swim caps• Experience all levels of competition• Eligible to earn a place on a NSW Pathway Squad• Protected by the Swimming Australia Safe Sport Framework• Free entry to State Open and Sydney Open events to watch Australia's best compete• Access to exclusive monthly SNSW Swim Shop offers	<ul style="list-style-type: none">• Protected by the Swimming Australia Safe Sport Framework• Exclusive partner discounts, eg Speedo• Free entry to State Open and Sydney Open events to watch Australia's best compete• Access to exclusive monthly SNSW Swim Shop offers• Eligible for the Pho3nix Australia Junior excellence program	<ul style="list-style-type: none">• Free access to SwimTV event livestreaming for selected events.	<ul style="list-style-type: none">• Opportunity to vote in the Club's AGM

Notes:

- Swimmers under 18 must have at least one adult family member registered as a club non-swimmer member
- Swim Central (the administration system for swimming clubs and their members) adds a processing fee of 3% and GST to the total cost of membership products



Swim Club Handbook

3.2 Purchasing a Membership

Eligible members can purchase a Membership through **Swim Central**, the swimming administration system for clubs and their members. Swim Central member resources and helpful tips can be found **here**. Any Swim Central queries should be directed to Swimming NSW by email, at admin@nsw.swimming.org.au.

Please note: if the WSC Committee considers the applicant not eligible for Membership, the Membership will be declined and refunded, and the applicant notified why they are ineligible for a WSC Membership.

4. Training

4.1 Wenona Swim Squads

Wenona Swim Squads cater for swimmers aged seven (7) years and above who are seeking to improve their technique, fitness or pursue the competitive pathway.

All swimmers interested in joining a Wenona Swim Squad are required to register their interest via the Wenona School Portal (Wenona students only) or the Wenona Swim Club (WSC) website. Swimmers will undergo a one to two-week trial period under the guidance of the Head Coach or an Assistant Coach to determine if they are eligible for one of the squads on offer. Squad sizes are restricted to ensure suitable coach-to-swimmer ratios are maintained, therefore, spaces are limited and waiting lists are formed when a squad reaches its capacity.

The following information outlines the different squads available:

Development Squads – Mini Squad and Junior Squad

Mini Squad

- **Age:** 7 to 10 years old (guideline)
- **Commitment:** One to two sessions per week
- **Session length:** 45 minutes
- **Standard:** The focus in Mini squad is correct technique, timing, and overall stroke coordination. Training sessions are based around the four competitive strokes with the goal of improving body position in the water. Swimmers are taught training etiquette and basic squad fundamentals that will be used as they progress through the different squads. Sessions are conducted either in the program pool or the 25m competition pool.
- **Equipment:** Kickboard and short flippers are provided by the facility; a drink bottle is highly recommended.
- **Competitions:** WSC membership optional

Junior Squad

- **Age:** 8 to 12 years old (guideline)
- **Commitment:** One to two sessions per week
- **Session length:** 60 minutes
- **Standard:** Training continues to focus on developing the technique and coordination for all four competitive strokes, including the introduction of competition race skills such as dives, turns, and finishes. Sessions will develop endurance whilst continuing to improve swimmers' skills and knowledge.
- **Equipment:** Kickboard, short flippers, and pull buoy are provided by the facility; a drink bottle is highly recommended
- **Competitions:** WSC membership recommended. Swimmers are encouraged to race at WSC events, Wenona Mini Meets, and Speedo Sprint Heats



Swim Club Handbook

Competitive Squads – Junior Performance, Senior Target, and Senior Performance Squads

Junior Performance Squad

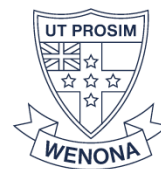
- **Age:** 8 to 12 years old (guideline)
- **Commitment:** Two to four sessions per week
- **Session length:** 75 to 90 minutes, inclusive of dryland training/activations
- **Standard:** Junior Performance caters for competent junior swimmers involved in swimming as a competitive sport. The emphasis is on continual technique improvement in all strokes, including starts and turns, whilst improving endurance and speed. Coaches are looking to develop swimmers' full competitive potential.
- **Equipment:** Kickboard, short flippers, pull buoy, finger paddles, front snorkel, and drink bottle. Swimmers are expected to have their own kit bag.
- **Competitions:** WSC 'Competitive Swimmer' membership is essential. Swimmers are required to race at WSC events, Wenona Mini Meets, SMNE Summer and Winter Championships and Speedo Sprint Heats, aiming to qualify for Metropolitan and NSW Junior State Championships.

Senior Target Squad

- **Age:** 11 to 15 years old (age dependant and at the Head Coach's discretion)
- **Commitment:** Three swim sessions and one gym session per week
- **Session length:** 75 to 90 minutes, plus dryland training/activations
- **Standard:** The Target squad is designed to cater for competent senior swimmers who want to be involved in swimming as a competitive sport. Training is designed to refine skills and techniques to enable the swimmers to reach their full competitive potential.
- **Equipment:** Kickboard, short flippers, pull buoy, finger paddles, front snorkel, and drink bottle. Swimmers are expected to have their own kit bag.
- **Competition:** WSC 'Competitive Swimmer' membership is essential. Swimmers are required to attend WSC events, Wenona Mini Meets, SMNE competitions, and qualify for NSW State Championships. As a minimum representative standard, the swimmer must qualify and compete in three individual events at SMNE Championships.

Senior Performance Squad

- **Age:** From 13 years old (age-dependent and at the Head Coach's discretion)
- **Commitment:** Minimum of four sessions per week, including one gym swim session; swimming attendance is based on age, development, and goals
- **Session length:** 90 to 120 minutes, inclusive of dryland training/activations
- **Standard:** Training is designed for competent swimmers fully committed to improving their performance and increasing their understanding of how enhancements in performance are achieved. Sessions are designed to cater for continuous progression throughout the season, and swimmers are asked to commit to the same session throughout the season to allow for appropriate adaptation to occur.
- **Equipment:** Kickboard, hand paddles, finger paddles, short flippers, pull buoy, front snorkel, band, and drink bottle. Swimmers are expected to have their own kit bag.
- **Competitions:** WSC 'Competitive Swimmer' membership is essential. Attendance at WSC events, SMNE competitions, and any other targeted meets throughout the year. Swimmers must qualify for and compete in five events at SMNE Championships. Swimmers are targeting representation individually and as part of relay teams at NSW state and national events.



Swim Club Handbook

Fitness Squads (*Wenona students only*) — Fitness, and Fit and Fast Squads

Fitness Squad

- **Age:** Years 7 to 12 students
- **Commitment:** One or more sessions per week (depending on available space)
- **Session length:** 45 minutes
- **Standard:** Swimmers who are looking to improve their general fitness levels or looking to participate in some cross-training in a low-impact environment. This Squad is designed to give balance to the swimmers in the water whilst acquiring new drills and skills.
- **Equipment:** Training equipment is provided by the School for participating students
- **Competitions:** WSC membership is optional

Fit and Fast Squad

- **Age:** Years 7 to 12 students
- **Commitment:** One or more sessions per week (depending on available space)
- **Session length:** 60 minutes
- **Standard:** Designed for advanced fitness swimmers, who are looking to improve fitness and speed, whilst boosting performance in other competitive sports
- **Equipment:** Training equipment is provided by the School for participating students
- **Competitions:** WSC membership is optional

Squad Progression

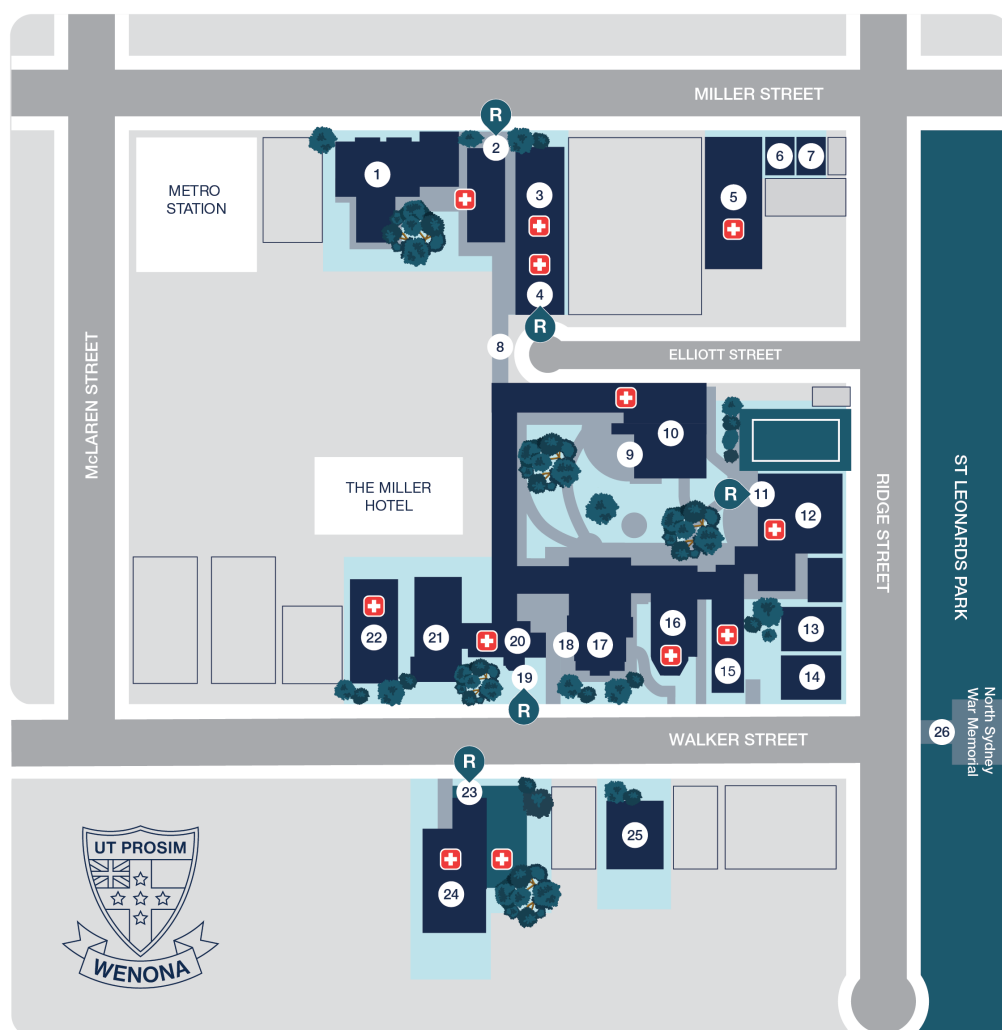
Swimmers will continuously have their attendance, testing results, and training efforts monitored to ensure appropriate progression within the squad program is achieved. Progression to the next squad will be at the discretion of the Head Coach, to ensure the transition is beneficial for the development of the swimmer.

Swim Club Handbook

4.2 Training Schedule and Venue

Please visit the Wenona Swim Club website for the current squad timetable:
<https://www.wenona.nsw.edu.au/active/swim-club>.

Wenona Swim Club Venue: The Athenaeum Pool, Elliott Street North Sydney (Refer to #4 on this map).



Wenona

- | | |
|---|---|
| 1. West Campus | 14. Allard House (Boarding) |
| 2. West Campus Reception (R) | 15. Messiter House (Boarding) |
| 3. The Athenaeum | 16. Ralston House (Principal's Office) |
| 4. Athenaeum Pool and Sport Reception (R) and Entrance | 17. Library (upstairs) |
| 5. Independent Theatre | 18. Undercroft |
| 6. Uniform Shop | 19. Walker Street Reception (R) |
| 7. Business Office | 20. School House (Student Office, Clinic and Deliveries) |
| 8. Footbridge connecting Miller Street and Walker Street Campuses | 21. School Hall, Music and Rehearsal Rooms |
| 9. Garden Café | 22. The Allawah Centre |
| 10. Judith Dey Building | 23. Hooke House Reception (R) |
| 11. Woodstock Reception (R) | 24. Hooke House (Year 4 to Year 6) |
| 12. Woodstock (Kindergarten to Year 3) | 25. Jackson House (Enrolments, Foundation, Communications and HR) |
| 13. Mills House (ICT, and Facilities and Property Manager) | 26. St Leonards Park (Emergency Assembly Area) |
| | + Defibrillator and First Aid Cabinet |

Wenona School Ltd 176 Walker Street, North Sydney NSW 2060 Tel (02) 9409 4400 wenona.nsw.edu.au



Swim Club Handbook

5. Parent/Guardian Involvement

5.1 Communicating with Coaches

Parents are asked not to contact or speak to the coaches during training sessions. Any parents who are seeking further information regarding their child’s progression should contact the Head Coach via email or phone to arrange a mutually convenient time to discuss.

5.2 Volunteering

To support the running of WSC Club Nights and Mini Meets, and to cover allocated duties at representative events, WSC requires the active participation of parents and guardians as volunteers. Volunteers should be Non-Swimmer Members of the Club and are required to have a cleared Working With Children Check (WWCC) prior to commencing any volunteer role with the Club. Exemptions may be granted in special circumstances; in which case the parent/guardian would need to sign a Declaration stating that they are not a Prohibited Person before they can commence their volunteer role.

Non-Swimmer members should send the following information to swimclub@wenona.nsw.edu.au for WWCC clearance:

- Full Name
- Date of birth
- WWCC Number
- WWCC Expiry Date.

6. Competition Information

6.1 Competition/Event Calendar

WSC will provide the following opportunities for swimmers to compete at WSC, SMNE, and SNSW events throughout both summer and winter seasons:

Summer Season 2024 to 2025	Winter Season 2025
<ul style="list-style-type: none">• WSC Club Nights (Wednesday evenings)• Speedo Sprint Heats• SMNE Championships• SMNE Distance Meets• SNSW Qualification Meets• SNSW Junior Metropolitan Championships• SNSW Age State Championships• SNSW MC Championships	<ul style="list-style-type: none">• WSC Club Nights (Wednesday evenings)• Wenona Mini Meets• SMNE Distance Meets• SMNE Championships• ACT State Championships• SNSW Metropolitan Championships• SNSW Junior State Championships• SNSW Age State Championships

6.2 Meet Entries

Swimmers will need to register their race meet details via Swim Central for all events. For a step-by-step guide on how to do this, click **here**.



Swim Club Handbook

6.3 Club Nights

WSC race nights are held twice per term (minimum) on a Wednesday evening starting at 5pm and finishing by 6:30pm. All Club Nights are designed to provide race experience for WSC members with events potentially ranging from 50m to 800m distances in all four competitive strokes. A small entry fee is required to ensure swimmers commit to attending and will go towards other Club activities held throughout the season.

6.4 Qualifying Times

Representative Meets and some interclub carnivals have a minimum time standard required for swimmers to be eligible to compete. Qualifying times are published on Meet Programs and will require swimmers to have achieved the time since a specific date.

6.5 External Events/Meets

Swimming Metro North East (SMNE)

SMNE consists of 18 clubs and 1,000 competitive swimmers on the Lower North Shore and is the local arm of Swimming NSW and Swimming Australia. SMNE is entirely volunteer-run and is led by a committee that meets monthly. Events run by SMNE are outlined in the table below:

SMNE Long Course Meets	SMNE Short Course Meets
<ul style="list-style-type: none">• Summer Championships• Distance Meet• Speedo Sprint Heats• 13 and Under Qualifying Meet	<ul style="list-style-type: none">• Distance Meet• Winter Championships

Event information can be found on the **SMNE website**.

Swimming NSW

Swimming NSW currently maintains a membership of over 32,000 members across 12 affiliated areas and over 350 clubs statewide. WSC is one of these clubs affiliated with Swimming NSW.

Events run by Swimming NSW are outlined in the table below:

Swimming NSW Long Course Meets	Swimming NSW Short Course Meets
<ul style="list-style-type: none">• SNSW Qualifying Meet• NSW Multi Class Championships• SNSW Junior Metropolitan Championships – 10 and under to 12 years old• SNSW Senior Metropolitan Championships – 13 years old to Open age• SNSW Junior State Championships – 10 and Under to 12 years old• SNSW Senior State Championships – 13 years old to 18 years old• NSW Speedo Finals	<ul style="list-style-type: none">• Junior Metropolitan Championships – 10 and Under to Open age• Junior State Age Championships – 10 and Under to 12 years old• Senior State Age Championships – 13 years old to 18 years old• Open State Age Championships

For more information about Swimming NSW and upcoming events, please visit the SNSW website: <https://nsw.swimming.org.au/events>.



Swim Club Handbook

Swimming Australia

Swimming Australia is the peak governing body for swimming with nearly 1,000 clubs and 90,000 registered members nationally. Swimming Australia's vision is to create a nation of swimmers admired by the world.

Events run by Swimming Australia are outlined in the table below:

Swimming Australia Events
<ul style="list-style-type: none">• Australian Age Swimming Championships• Australian Long Course Swimming Championships• Australian Open Water Swimming Championships• Australian Short Course Swimming Championships

For all information on events and Swimming Australia, please visit the SAL website:

<https://nsw.swimming.org.au/events>.

6.6 Competition Guidelines/Procedures

For each event, a timeline for the carnival is often made available by the organisers a day or two ahead of the event, on their website. Please note, that this timeline is approximate. Carnivals can run late due to operational issues, or early if there are many competitor withdrawals. You should plan to arrive in time to warm up ahead of your event(s) – usually 90 minutes ahead of your event, or 20 minutes before the start of warm-up, whichever is later. Be aware of traffic and parking time considerations for some venues, particularly if arriving when the event has already commenced.

A start list of competitors listed by event may be available ahead of the event, on their website. Full programs showing heats are not usually available until the day, in paper form at the venue.

Swimmers are encouraged to see the coach upon arrival at the Meet who will give them instructions on warm-up, and pre and post-race procedures.

7. Club Uniform

Club members are required to wear a white Wenona Swim Club cap when representing WSC. Club members will be given a WSC cap upon signing up to the Club annually. Wenona students are asked to wear full sports uniform or Club uniform to any carnivals.



Swim Club Handbook

8. Terminology

Race Terminology					
FLY/BF	Butterfly	FS	Freestyle	DNS	Did not start
BK	Backstroke	I.M.	Individual Medley	DNF	Did not finish
BS	Breaststroke	DQ	Disqualification	NT	No Time (no entry time submitted)
Organisation Acronyms					
SAL	Swimming Australia Limited		SMNE	Swimming Metro North East	
SNSW	Swimming NSW		FINA	International Swimming Federation	
Common Terminology					
Age Group Swimming	The program through which Swimming Australia provides fair and open competition for its younger members. It is designed to encourage maximum participation, provide an educational experience, enhance physical and mental conditioning, and develop a rich base of swimming talent. Nationally recognised age groups are 10 and under, 11-12, 13-14, 15-16, and 17-18. Local meets may also include events for 8 and under, and single age categories.				
Circle Swimming	Swimming to the left of the black line when swimming in a lane to ‘circle’ the lane so that more swimmers can swim in a lane				
False Start	Occurs when a swimmer is moving before the start is sounded. In Australian swimming, one false start will result in disqualification				
IM (Individual Medley)	An event in which the swimmer does all four strokes in the following order: butterfly, backstroke, breaststroke, freestyle				
Long Course (LC)	A pool 50m in length. Swimming Australia conducts most of its summer competition in long course pools				
Negative Split	The second half of the race is swum equal to or faster than the first half of the race				
Technical Official (TO)	A judge on the deck of the pool at a sanctioned competition who enforces Swimming Australia rules There are starters, timers, referees, administrative officials, and stroke and turn judges				
Qualifying Time (QT)	A time necessary to be eligible to compete in a particular event and/or competition				
Scratch	To withdraw from an event prior to it being held in a competition				
Short Course (SC)	A pool 25m in length. Swimming Australia conducts most of its winter competition in short course pools.				
15 Metre Mark	Marks 15 metres from the ends of the pool on the lane lines and on the sides of the pool. In butterfly, backstroke, and freestyle events, the swimmer must surface at or before the 15-metre mark				

Find more swimming terminology, go to [here](#).



Swim Club Handbook

9. Related Documentation


Please also refer to the following School documentation: *Disclosure and Notification Policy (109)*, *Privacy Policy (110)*, *Grievance Procedures for Staff (112)*, *Grievance Procedures for Parents, Students, and the Public (113)*, *Grievance Procedures for Boarding Students and Parents/Guardians of Boarders (113.10)*, *Discrimination Harassment Bullying Statement (115)*, *Staff Code of Conduct (200)*, *Community Code of Conduct (200.10)*, *Social Media Policy (206)*, *Child Protection and Mandatory Reporting Policy (301)*, *Student Code of Behaviour (350)*, *Anti-Bullying Policy (353)*, *Drug and Alcohol Policy (355)*, and *Work Health and Safety Policy (530)*.

Please also refer to the Swimming Australia and Swimming NSW websites for more information on their policies and procedures, including the *Safe Sport Framework Parts 1 to 4*.



Swim Club Handbook

Publishing and review schedule

Published to	Access		
Master Policy File, Online Register, Review Calendar	Principal, Senior Executive, Quality Assurance Manager		
Portal	Staff Services/Swim Club and Business Office Portal pages; Wenona Swim Club website		
Reason for document	Internal Control <input checked="" type="checkbox"/>	NESA <input type="checkbox"/>	
	Name and Role	Signature	Date
Reviewed/*Amended	Mr M Creighton – Head Coach – Swimming		17/10/2024
Reviewed / Approved	Mr T Hill – Director of Sport and Performance		17/10/2024
Ratified	Dr B Scott - Principal		
Next review due	Director of Sport and Performance (K-12)	March 2025	
*Amendments:			
<i>This document will not be considered ratified until reviewed, approved, and signed by the Principal or her delegate.</i>			