



NEPTUNE

SWIM CLUB

COMPETITIVE MEMBER HANDBOOK

ABOUT US:

Neptune Swim Club is a non-profit swimming club run by a dedicated team of volunteers. Founded in 1958, Neptune Swim Club is based in Dunedin, New Zealand. Our club achieves swimming excellence through dedicated members who achieve their personal best. For some this means aspiring to Regional, National and International levels while others obtain necessary water skills that are carried throughout their life. This achievement is enhanced by the support of our swimming community. Neptune Swim Club is a strong competitive club with a tradition of producing regional and national champions, as well as having a grass roots club for swimmers just starting out. These achievements are enhanced by the support of our parents, volunteers, coaching, funding trusts, and sponsorship partners.

MISSION STATEMENT:

To administer and encourage positive participation in the sport of swimming, for each swimmer to reach their full potential according to their individual capabilities and to encourage sportsmanship and team spirit.

DEFINITION OF A COMPETITIVE MEMBER:

Trains as per normal, either on a Monday night or through the Dunedin Swim Coaching Board. They can compete at any meet they qualify for, from inter-club to national events.



CLUB CONTACT DETAILS



neptuneswimclub@gmail.com



PO Box 567, Dunedin

SOCIAL MEDIA LINKS



<https://www.facebook.com/NeptuneSwimClub?ref=profile>



<http://instagram.com/neptuneswimclub>

JOINING

- Log onto our website and press the Join Now button, completing all details asked of you
- New members will be contacted by the club with further details

On becoming a current financial member, members undertake to abide by all Neptune Swim Club policies and procedures and to uphold the Club Mission Statement.

CODE OF CONDUCT

Have respect for yourself, your family and your country. Show respect towards your coach, team mates and competitors, as well as your club and all officials.

UNIFORMS

When we represent Neptune Swim Club it is important that we do so in accordance with our standards and values. This includes both how we conduct ourselves and how we wear the Neptune Swim Club uniform when we are travelling as a team and when we are representing our club at swim meets.

- Only Neptune approved uniform is to be worn (no “mix and matching”)
- In the event that you do not have a Neptune approved item, then the only permitted alternative is the same item in plain blue
- All items should be in a tidy, clean and presentable state

Majority of uniform items are held in stock. Orders should be emailed to the club, including swimmers name, items required and sizing.



Singlet
\$30.00



Polo Shirt
\$35.00



Hoodie
\$55.65



Swim Cap
\$20.00



Dome Cap
\$30.00

Additionally, your name can be printed on your hoodie (on the back, centered at the bottom) for a fee of \$5.65

MEMBERSHIP FEE STRUCTURE

Neptune Swim Club is a non-profit incorporated society. We aim to keep our fees as reasonable as possible and thereby maximise the affordability and accessibility to the club, while at the same time ensuring that the club can meet its obligations in a responsible manner and on a sustainable basis.

Any member who has an outstanding debit will not be able to train or attend meets until full payment has been received. Please avoid this embarrassment for your child by ensuring their fees are paid on time.

Our membership year runs from 1 July through to and including 30 June. Annual Club membership and affiliation fees are to be paid online via your MyPage on or after 1 July.

<i>Fees as of 1 July 2017</i>	\$156.00 (membership) + \$94.00 (affiliation fees) = \$250.00 per swimmer
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LATE PAYMENT POLICY

Outstanding debt, sixty (60) days or greater, will incur a \$50.00 fee.

TRAINING

Our competitive swimmers use the coaching services provided by Dunedin Swim Coaching Board (Swim Dunedin), ensure you contact them for placement within a squad. Please note that there are costs associated with this coaching service, contact Swim Dunedin through their website www.swimdunedin.co.nz to obtain further information.

MEET ENTRIES

Each member is responsible for completing, and paying, for their own individual entries. This process is completed via our website or MyPage.

Club and Regional relay selection - Depending on the number of individual entries, swimmer availability and meet criteria, Neptune Swim Club will enter up to three (3) relay teams per age group per gender.

- Should you NOT wish to be selected for a relay team you must inform the club two (2) days prior to close of entries
- Club/Regional Relay team entry fees are paid by the club/region, with no additional cost to the swimmer

Car Pooling with fellow swimmers attending the same meet is a great way to go. We would recommend a contribution of \$15.00 towards fuel for meets within Otago and Southland, but please discuss this with the family taking your swimmer.

Expectations

- Members intending to compete outside the Otago region are to inform the club and Swimming Otago of their intentions, be sure to include event name and dates
- To provide one (1) official per four (4) swimmers attending
- Swimmers are required to wear Neptune Swim Club uniform, especially a Neptune swim cap, whilst attending these meets

TEAM TRAVEL AND ACCOMMODATION

Neptune Swim Club and/or Swimming Otago arranges team travel and accommodation to several meets throughout the season; NZ Junior Festival, Division II, Age Group, Short Course and Open Championships along with South Island Country and Town Competition and Championships.

- All associated costs are to be met by the swimmer, user pays system
- Payment is expected no less than five (5) prior to departure date, failure to do so will result in the club subsidy being revoked along with any additional outside funding received
- Neptune Swim Club subsidy is given to all members travelling and being accommodated as part of the final team arrangements
- Neptune Swim Club will endeavour to obtain outside funding to reduce individual costs further
- Should payment NOT be received, five days prior to travel, the club subsidy will be revoked along with any additional outside funding received
- Swimmers should expect to have at least one (1) roommate, with rooms allocated according to age and gender

INCENTIVE SCHEME

To motivate our members to perform at their best whenever representing Neptune Swim Club at any meet, an incentive scheme has been devised. The scheme is reviewed annually by the committee.

Not sure if you meet the criteria for the current season, check out the full policy document, available [here](#).

GRANT SCHEME

To support our members whilst representing Neptune Swim Club at a zonal, national and international level.

Not sure if you meet the criteria for the current season, check out the full policy document, available [here](#).

SWIM CAMPS

Several swim camps are held throughout the year, by either New Zealand Swimming or Swim Dunedin (DSCB), both of which Neptune Swim Club encourage selected swimmers to attend. Swimmers are responsible for any and all associated matters regarding these camps, including costs, transport, and accommodation.

NEW ZEALAND SELECTION

Have you made yourself 'available' for representative events in 2018?

From 1st June 2017, you can log on to your [MyPage](#) and declare which International Event/s in 2018 you are available for. You **MUST** do this if you wish to be considered. Events that you should declare your availability for are:

- Pan Pacs
- Oceania
- Junior Pan Pacs
- Youth Olympic Games (NZOC)
- World Short Course
- Australian State Teams

Note: Selection/ Nomination Criteria will be published in August 2017 for the Youth Olympic Games, State Teams and World Short Course.

CLUB CHAMPIONSHIPS – ANNUAL PRIZEGIVING

Held annually, date set and notified in advance to swimmers and parents. Criteria for the current season is available [here](#).

Trophies obtained by a member are to be returned prior to our annual prize giving. You will receive a reminder email.

TROPHIES

Annual trophies obtained by a swimmer are to be engraved by the individual prior to being returned to the host club. All expenses are reimbursed by Neptune Swim Club upon the receipt being received.

The exception, Club Prize Giving, these trophies will be engraved prior to them being issued to the swimmer.

POOLSIDE POLICY "NO PARENTS ON POOL DECK"

Neptune Swim Club encourages parents to sit pool-side and watch their child's progress as a swimmer, and take the opportunity to meet and interact with other Neptune families. We do however ask parents not to approach the coach during practice. Coaches and swimmers function best when they can focus on the task at hand without outside interruption and distraction. If you have any questions or comments, please speak with your coach upon completion of the training session, or email to schedule a meeting.

Safety is an important issue around pools. Please supervise your children and ensure they know the rules regarding the pool, (no running for example).

MOANA POOL SUPERVISION POLICY

- Caregivers for children under 5 years must be in the water within arm's reach, and able to physically assist at all times
- Children under 10 years must be actively supervised, watching your child always and be able to provide immediate assistance, by a caregiver
- Caregivers must be 16 years or older
- Children aged 5 to 9 years are required to wear a wristband

What this means for our members aged between 5 - 9 years?

- Receptionist will issue a wrist band when paying to enter the facility
- Your child is to be actively supervised while in the facility
- Spectators are now free to enter the facility, given a turnstile pass at reception

LEAVING, REJOINING OR TRANSFERRING

Should you decide to leave Neptune Swim Club, we require written notice. You will, of course, need to make sure all fees are up-to-date before leaving. Any membership and/or SNZ affiliation fees paid will **not be refunded**.

To re-join Neptune Swim Club, you will need to contact the club, unfortunately your place will not be held as the club will continue to intake new members. Upon being successfully reinstated, payment of all fees is required prior to the commencement of training.

Transfers to another club must be completed via your MyPage, with all necessary approvals started upon receipt of electronic request by Neptune Swim Club. All fees must be up-to-date before clearance is given.