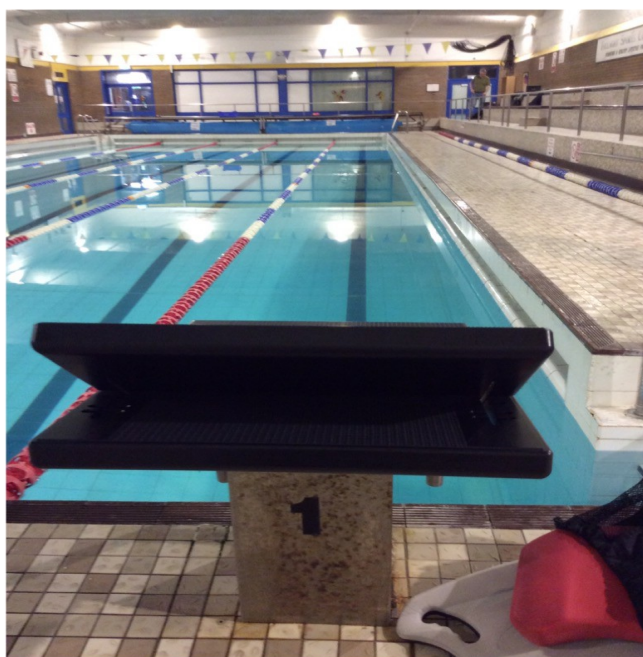


TST Member Handbook



For general information, including Club Rules and Guidelines please see our website at: www.tallaghtswimteam.com

Welcome:

On behalf of our Club's Committee, I would like to take this opportunity to welcome you to Tallaght Swim Team, a competitive swimming club based in Tallaght Sports Complex. Membership of our Club includes swimmers of various abilities, from those who are just moving up from swimming classes, to those competing at Club, Provincial, National and International level.

The Club is run by a Committee that are elected at the Club's AGM each year and ideally we meet monthly. All Committee members are volunteers and do not receive any payment for the tireless number of hours that they put in every week to ensure the successful and smooth running of our Club.

As well as the swimmers who train daily in the Complex, we currently have a number of Club members swimming full time with the High Performance Squad in the National Aquatic Centre (NAC). These swimmers have progressed through the Club and have moved on to the High Performance Squad and are now part of the National Senior and Junior Squads representing Ireland in events at home and abroad.

I hope that your child enjoys being part of our Club and if I can be of any assistance, please don't hesitate to contact me on the number below.

Joe Cassidy, (087) 6356916 Chairman Tallaght Swim Team

Club Timetable:

The current timetable can be found on our Club website at www.tallaghtswimteam.com

Approximately every 6 weeks a 'Test Set Week' will take place. This involves our Head Coach, Paraic Kenny, setting a series of different swims for all the swimmers. Each swim is timed and depending on the times your child swims, could lead to your swimmer being moved up to another squad. It is a great way for you and our swimmers to see the progress that have made in their training.

The full criteria for movement between squads is set down by Paraic and can be found later in this handbook – Training Requirements.

Swimmers moving from Transition 2 squad to Transition 1 squad will be required to purchase a: **mesh swim bag, pull buoy, kickboard and fins**. These can all be purchased from the Swimkit shop at the National Aquatic Centre or online at Allen's of Kingsbury. Swimmers moving from the B squad to the A squad will be required to purchase a: **snorkel and paddles**.

Club Sign-in Book:

The Tallaght Swim Team Sign-In & Bank Duty folder is kept at the front Reception Desk of the Complex. All swimmers need to be signed-in by an adult (over the age of 18) beside their name & under the correct day/time, at the **start** of each session that your child attends. The sign-in sheet is a Tallaght Swim Team Health and Safety requirement and will be used as a role call in case of emergency. It is **not used** as an attendance record so it is therefore of no benefit to sign-in your child at the end of a session.

Pool Bank Duty:

It is a Swim Ireland, the Governing Body for Swimming in Ireland, requirement that there is a Parent on Pool Bank Duty at every swim session. **Please take note that if there is no Parent on Duty then swim session will be cancelled.**

A 4 week rota will be emailed in advance to all parents and a copy kept in the front of the sign- in folder. If you need to swap your allotted bank duty with another parent please feel free to do so, however please do not amend the bank duty sheet in the sign in book as this can cause confusion and can lead parents to start signing into the wrong sessions.

When the Parent on Duty arrives for their allotted session, ideally 10 minutes ahead of the session start time, they should sign the Bank Duty sheet in the sign-in book. This lets all parents know that the Parent on Duty has arrived and that a parent will be staying for the swim session.

The Parent on Duty should then identify themselves to the coach immediately so the coach is aware that the Parent on Duty has arrived. The Parent on Duty is then required to sign the coach's book.

At 10 minutes past the start of the swim session the Parent on Duty should remove the sign-in book from the front desk and bring it to the pool bank. A quick check / head count needs to be done to make sure all swimmers are signed in.

If a child has not been signed, in the Parent on Duty should sign the swimmer in and a note taken of the swimmer(s) not signed in.

If a swimmer leaves the session or is unwell, the Parent on Duty should ring the swimmers parent using the contact list kept by the coach at the back of the pool.

If you have any queries about the role of Parent on Duty do not hesitate to contact the Secretary, Clare Dooley, via email at secretarytst@yahoo.ie

During the months of July & August there will be NO Pool Bank Duty rota issued, but there still needs to be a Parent on Duty at all sessions. So when signing in your swimmer please check that a Parent on Duty has signed into the session or volunteer to be the Parent on Duty for that session.

Club Fee

Membership of the Club is on an annual basis with Club fees paid monthly and in advance. Invoices will be issued by the Club Treasurer by email at the beginning of each month.

Club Fees can be paid through EFT - Electronic Fund Transfer - through either internet or phone banking. It is very important to ensure you put a reference of your swimmers name or account number (which is located on your bill) when paying by EFT.

If you pay your bill over the counter by bank lodgement please email the Club Treasurer as soon as the payment is lodged, with the *lodgement docket number*.

Our Bank details are:

A/C Name: Tallaght Swim Team
BIC: BOFIE2DXXX
IBAN:IE79BOFI90616082379834

Sort Code: 90-61-60

A/C No: 82379834

If you have any queries regarding Club fees please contact the Club Treasurer, Kathy Tully via email at treasurertst@yahoo.ie

Squad Fee 's 2015 - 2016 (per month):

Transition 2	€30	B2	€55	Jnr A2	€65	A€ 80
Transition 1	€40	B1	€60	Jnr A	€70	
C2 & C1	€45	A3	€35	A2	€75	

July and August Fee's €20 per month for all swimmers due to the reduced training hours.

Swim Ireland:

Swim Ireland is the Governing Body for Swimming in Ireland and the Club is affiliated annually with them. This provides your children with insurance while taking part in Club activities or competing at Swim Ireland events.

It is a requirement that every swimmer of an Irish Swimming Club becomes a member of Swim Ireland annually. Currently this is a yearly payment of €40 per swimmer (€35 for second child or €24 non-competitive swimmer – typically committee members), which is due in September, as the Swim Ireland year runs from October to September.

Payment is made to Tallaght Swim Team and your swimmer will be registered by the Club Membership Secretary, Lorraine Smyth. If you have any membership questions, please contact Lorraine via email at membershiptst@gmail.com

Galas:

A Gala is a swimming competition where your swimmer will compete against other swimmers and get their times recorded and logged in individual and relay events. This time is then used to 'seed' them for future galas and as possible qualification times for Leinster and National Galas.

As your swimmer improves their times will reduce and it is a great incentive for your swimmer to aim for their Personal Best (PB) every time they compete.

Any information about upcoming Galas is posted on the Club notice board, at poolside, along with the relevant cost for each event entered. If you are not sure if your child should enter for a particular gala, please check with their coach.

A gala pack will be emailed out to everyone and any questions can be answered by the Club Gala Secretary, Sean McBride, email at tallaghtgalas@yahoo.ie

Club Gear:

All new swimmers to the Club receive a Club swim hat free of charge. Additional swim hats can be purchased from the Club Secretary or Membership Secretary at a cost of €6 each.

We typically order club t-shirts during September/October for the new swim season. Club t-shirts and club swim hats must be worn at all Galas.

Club Childrens Officer:

All Swim Ireland Clubs are required to appoint at least one Club Children's Officer (CCO). The role of the CCO is predominantly to be involved in creating and maintaining a child-centred environment for young people and being a face that young people recognise and know will listen to their views.

Further details on the role of the Club Children's Officer is on the Club's website or can be found in Swim Ireland's "Safeguarding Children Policies and Procedures" publication.

Our Club Children's Officer, Andrew Auld, is contactable by phone on (087) 2438887 or via email at tstclubchildrensofficer@gmail.com

Training Requirements

Moving Squads:

Movement from squad to squad and within squads is carried out periodically by the coach. The following are the criteria for movement:

1. **Attendance** – regular (75%) attendance should be maintained in order to qualify for movement from squad to squad. A regular minimum attendance of 50%, including dryland training, is required to remain in the current squad. Swimmers falling below the minimum may be moved to another squad.
2. **Competition** – swimmers should enter and compete regularly into (galas)
 - a. “A” Squad swimmers compete in accordance with their competition goals
 - b. “B” and “C” should compete in approximately 6 competitions per year (2 From September to December, 2 from January to March and 2 from April to July)
 - c. Transition or Learning Class swimmers should compete in 3 – 4 galas over the season (Sep –July)3.
3. **Application in Training** – Swimmers, should be able to follow instructions, be on time and strive to improve
4. **Swimmers Age and Training History** are taken into consideration by coach(es) when considering move ups
5. **Development Stage** – The coach will consider the swimmers development stage to decide when best to apply training loads.

By joining Tallaght Swim Team it is taken as understood by swimmers parents that the primary bench mark of improvement is measured by times achieved at competition.

Progress may vary over the span of a swimmers career, performance may plateau from time to time and this should be understood.

The underlying philosophy of coaching upheld by the coach of Tallaght Swim Team is:

1. Swimmers should be better people for having participated in competitive swimming, having learned the benefits of applying themselves, goal setting and dealing with adversity.
2. Swimmers should understand that coaches work towards having swimmers performing at their best and achieving their goals.

Paraic Kenny

Head Coach
Tallaght Swim Team

Committee 2016/17

Chairperson: *Joseph Cassidy*
chairmantst@gmail.com
(087) 6356916

Secretary: *Clare Dooley*
secretarytst@yahoo.ie

Treasurer: *Kathy Tully*
treasurerst@yahoo.ie
(087) 7821159

Gala Secretary/ V. Chair: *Sean McBride*
tallaghtgalas@gmail.com
(089) 4029397

Clubs Children's Officer: *Andrew Auld*
tstclubchildrensofficer@gmail.com
(087) 2438887

Committee Member's: *Jing Sun*

Jaine Kashich

Orla Mullen