DINGWALL AMATEUR SWIMMING CLUB
REQUESTS TO TRAIN WITH DINGWALL AMATEUR SWIMMING CLUB
ON A SHORT-TERM BASIS

Introduction

Dingwall Amateur Swimming Club (DASC) welcomes enquiries from swimmers to train with the Club on a short-term basis when they are visiting the local area. When requests are received then the procedure below must be followed. *Swimmers must be registered with SASA.*

Procedure

- When a request is received from a swimmer's parent or guardian then this should be forwarded to the Membership Secretary.
- The Membership Secretary will liaise with the Head Coach or in the absence of the Head Coach another Coach to arrange an assessment date. (The purpose of the assessment is for the Head Coach or another Coach to determine the squad that the swimmer should train with).
- Once the assessment date is agreed the Membership Secretary will contact the swimmer's parent or guardian to confirm the date and time of the assessment and provide any further relevant information.
- After the assessment takes place, the Head Coach or another Coach will confirm with the Membership Secretary the squad that the swimmer will train with, and the parent or guardian will be advised of this along with the fee due for the period the swimmer will train with the Club. Fees are listed below and must be paid in advance of training commencing.

Fees

Training for 4 weeks (or longer)	100% of Squad Fees
Training for 3 weeks	75% of Squad Fees
Training for anything less than 3 weeks	50% of Squad Fees

- The Membership Secretary will provide the swimmer's parent or guardian with the Club's Membership Form to complete after the assessment has taken place.
- The Membership Secretary will notify all coaches by email of the details of the swimmer who will be training with the Club and the Squad they will be training with within 48 hours. The Club's Secretary and Treasurer will also be informed.
- The Membership Form will be stored electronically for a period no longer than the duration that the member is training with the Club.