



Black Lion Swimming Club

Affiliated: K.C.A.S.A., M.A.S.A., R.L.S.S., ASA South East Region
www.blscswim.club



Volunteer Support Policy

Updated: October 2018

Information

As part of the vision of 'Winning in Swimming and Succeeding in Life', Black Lion Swimming Club are keen to support volunteers who would like to attend a course that adds benefit to the club and its members. These courses include but are not restricted to

- Swim England Teaching qualification – Level 1, 2, 3, 4
- Swim England Coaching qualification – Level 1, 2, 3, 4
- Swim England Judge qualifications – J1, J2, J2S and referee
- Swim England Safeguarding qualifications
- Swim England/NSPCC Time to listen course
- Team Manager training
- Young Aquatics courses – helper & Leader

Our commitment

Black Lion Swimming Club respect the rights, dignity, worth and value of all participants and will treat them equally within the context of sport.

We promise to do our best to:-

- Help our volunteers to fulfil their potential.
- Support our volunteering to learn effectively.
- Develop productive working relationships with our volunteers.

Your commitment

We want every volunteer to succeed on their chosen Course; however we expect our volunteers to:-

- Inform us of any change in personal details/circumstances.
- Attend all timetabled sessions punctually and account for any absences.
- Complete the course to the best of their ability and by the agreed deadlines.
- Take responsibility for their learning by participating fully.
- Play an active part in Equal Opportunities by respecting the rights of others, refusing to take part in behaviour which degrades others and by reporting any inappropriate behaviour.
- Follow all Health and Safety guidelines.



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- Represent the club in an appropriate manner, taking care not to divulge confidential information regarding the club and its members.

Criteria

In order to obtain financial help towards the course, you must complete the bursary application form providing details of why you wish to attend the course and how it will benefit the club when you gain the qualification.

In addition to completing the application form, you must fulfil the minimum requirements, which are

- You meet the requirements expected of the course
- For teaching qualifications, your attendance is approved by the Academy Lead Coach
- For coaching qualifications, your attendance is approved by the Performance Director
- The funding is approved by the treasurer to ensure that the club has sufficient funds to pay for the course
- For level 1 teaching or coaching courses, you have been poolside assisting with a squad for a minimum of 3 months prior to the bursary being applied for
- For level 2 teaching or coaching courses, you have been assisting with a squad for a minimum of 1 year and have been a lead squad coach on an occasional basis for a minimum of 3 months prior to the bursary being applied for
- For Level 3 teaching, you have been assistant lead academy coach for a minimum of 2 years prior to the bursary being applied for
- For level 3 coaching, you have been a lead coach for a minimum of 2 years prior to the bursary being applied for
- You commit to volunteering for the club for a minimum of 1 year (level 1 and non-coaching qualifications) or a minimum of 2 years (level 2 and above). Failure to volunteer at the club for a year will lead to you repaying the course fees as follows
 - 100% if leave within 6 months / 12 months for Level 2 & above
 - 50% if leave within 1 year / 2 years for Level 2 & above

Other requirements

Where you or the course provider cancel the course, the full bursary needs to be repaid to the club. Any refunds provided by the course provider to the individual must be given back to the club within 14 days of receipt of the funds.

If you do not attend the course or fail the cost, the full costs are repayable back to the club unless there are exceptional circumstances, which is agreed by the committee

If the course is cancelled by the club, the club incurs the full costs.

The committee will approve all volunteer support payments and the decision of the committee is final.