



## SEALS SWIMMING CLUB | BY-LAWS UPDATED May 2023

### 1. BASIC OPERATION OF THE CLUB

- a) A committee will be elected each year as per the constitution and the management of the club will fall on the head coach and a secretary who will report to the committee on a regular basis.
- b) All swimmers need to process their Seals Swimming Club and Swimming South Africa membership on an annual basis in order to be entered into any galas under the jurisdiction of Swimming South Africa and KwaZulu Natal Aquatics.
- c) A swimmer registered with Swimming South Africa must be able to provide a qualified and Swimming SA registered official every season that they swim. Where this is not possible, it must be discussed with Seals Swimming Club Committee.
- d) Qualified and registered officials are expected to put themselves forward for pool deck duties at galas where their swimmer is participating, as per the Fee Tier choice selected.
- e) No member or parent may liaise directly with the district, province or national federation without doing this through the Seals Swimming Club.
- f) All entries, adjustments and scratchings for galas will be done directly through the club gala secretary only.
- g) Members will be required to pay a monthly pool levy in order to contribute to the running costs of the facility and club. This levy will be paid together with coaching fees set annually by the head coach and will be at the discretion of the head coach in consultation with the committee.
- h) Members will be invoiced monthly for the pool levy, coaching fees and gala entries. Those in arrears may have their membership put on hold until such time the account has been brought up to date and therefore participation in events may be refused.
- i) Family members of swimmers will be called upon for assistance at specific events as per the Fee Tier choice selected. These events occur during the season and notice is given of dates as far in advance as possible. These events include but are not limited to: Midmar Mile, SA Short Course National Gala if applicable, District Age Group Galas, Comrades Table and any other galas hosted by Seals Swimming Club.

### 2. GALAS

#### (a) Club Kit

The wearing of Seals kit (as available) to all galas is compulsory. Seals swim caps are to be worn at all Club based competitions, including relay events. This does not apply where a swimmer is competing at Provincial or National level.

#### (b) Rules for all Galas

Failure to arrive at a gala once you have been entered may lead to a scratching fee which will be payable by the swimmer. Only a Doctor's certificate will excuse a swimmer failing to compete without scratching before specified date/time. Rules of each gala vary and it is the responsibility of the swimmer and/or parent to be aware of the rules in place.

The gala secretary or coach must be notified of the above before the gala takes place or at the time during a gala.

#### (c) Compulsory Galas

All Club point scoring galas are selected by the Committee. These will be promulgated from time to time.

***NOTE: Failure to attend these galas will mean that Club sponsorship of various events may be withheld pro rata. The Committee's decision will be final.***



### 3. CRITERIA FOR OVERSEAS CLUB TRIPS

**Minimum qualifications are as follows:**

**Girls 13 – 16 years**

Final in their age group at KZN Championships or SA Junior National Championships

**Boys 13 – 16 years**

Final in their age group at KZN Championships or SA Junior National Championships

**Swimmers under 13 years**

KZN Senior Selection

**Girls 17 years & over**

Finalist at SA Senior National Championships

**Boys 17 years & over**

Finalist at SA Senior National Championships

**a) Swimmers who have been before**

Must achieve a higher position than the year before. Eg: if the swimmer achieved a final at the National Championships the previous year they must get a better position in the coming years National Championships.

**b) Seals Membership**

The swimmer must have a minimum of eighteen (18) months unbroken membership of the Club and have an overall training attendance of at least 80%.

**c) Two Year Contract**

The swimmer must swim for and represent the Club for a minimum of two (2) full seasons on their return. Failure to do so will result in the swimmer having to repay any monies sponsored by the Club for the trip on a pro rata basis. A contract must be signed on acceptance to undertaking the trip.

**d) Further Conditions**

- i. The swimmer must represent the Club to the best of their abilities at all times.
- ii. All overseas trips are subject to KZN Aquatics and SSA approval.
- iii. The swimmer and their family's involvement will be required to assist in fundraising for such trips.
- iv. Swimmers falling outside of these age groups will be discussed according to their ability with the final decision being at the discretion of the Committee.

**e) Members Subsidies and Responsibilities**

- i. The head coach will propose overseas travel and competition to incentivise the members.  
There will be a subsidy provided to the members identified for such travel.
- ii. Members receiving these subsidies automatically will be contracted to the club for two (2) years after the subsidised trip. Any member requiring a clearance within this two year period, will be required to pay back to the club a pro-rata amount.
- iii. Members identified for a subsidised trip, and their parents, are required to get involved in fundraising to reduce the costs of the trip.



- iv. Members who are subsidised for a trip or competition will be required to agree and sign a separate agreement prior to travelling. This agreement will ensure clarity on expenses outlaid by the Club and/or its Coach(es), fee percentages payable of any prize money earned and factors influenced if the member is signed up with an agent at the time of the trip concerned.
- v. Members who will sign with an agent must first present a copy of these By Laws to the agent prior to the signing any agreement with them. This avoids future misunderstanding and possible conflict on the understanding that Seals Swimming Club By Laws take precedence.

**f) Exceptions**

- i. If a swimmer has performed well throughout the season and is unable to take part in KZN OR National Championships due to illness, covered by a doctor's certificate, or some other exceptional circumstances, the selection criteria could be waived.
- ii. Only in exceptional circumstances will a swimmer's times be taken into consideration, e.g. A number of non-SA swimmers in the final. The committee's decision will be final.
- iii. If the family is transferred to a location where the swimmer is no longer able to train with Seals Swimming Club, within the two-year period subsequent to returning from the trip, the repayment of sponsorship will be waived.

**4. USE OF CLUB POOL**

- (a) Only members of Seals Swimming Club may use the pool. Any other persons wishing to use the pool must first become members of the Club and pay the necessary fees.
- (b) The pool will be opened and closed by the Head Coach in accordance with his training programmes and times will be promulgated monthly.
- (c) The Head Coach's squad will take precedence at all times. Any non-squad swimmers will be accommodated on an availability basis only. The times are to coincide with the Head Coach's session times.
- (d) There is to be a minimum of 3 swimmers per lane wherever possible, especially in the winter months.
- (e) The pool will not normally be available after 19h00 to keep the use of floodlights to a minimum.
- (f) A minimum of 3 persons is required to move the covers.
- (g) The facility is subsidised through the fundraising efforts of the annual Midmar Mile. This subsidy can change according to the income of the event.
- (h) All members are required to fall under the official coaches recognised by the club. The use of the facilities will be determined by who they fall under as the preference for training and lane space will be given to the head coach.
- (i) The head coach has the flexibility to include any swimmers who are not members of the club in the training groups. This may be due to swimmers travelling, visiting or trying out – and is at the sole discretion of the head coach.
- (j) The pool temperature will be maintained as close to 26 degrees Celsius as possible.
- (k) Members are requested to ensure they have their training equipment and the equipment bags must be packed away after each training session. Although the club has the services of employed people, it is not for the packing away of equipment.
- (l) Members and their parents are requested to purchase gate remotes to access the parking to improve the security of the facility.
- (m) Certain members will be given permission to hold a set of keys to access the facility outside of normal working hours and take full responsibility during their use of the facility. The committee can approve who these persons are.
- (n) The facility is alarmed.



**(o) Conditions**

- i. Covers to be rolled off and on under Coach's supervision and no one swims before that.
- ii. 3-5 to swim in a lane. Head Coach in control of pool and lanes will be allocated by him.
- iii. All use is subject to lanes being available and depending on weather.

**5. PRIZEGIVING/TROPHIES AT CLUB CHAMPIONSHIPS**

- (a) The Club Aggregate Trophy will be awarded on the following basis at the Club Championship galas:  
1<sup>st</sup> Place = 3 points; 2<sup>nd</sup> Place = 2 points; 3<sup>rd</sup> Place = 1 point and 1 point for a new Club record.
- (b) Due to the advantages that swimmers training overseas have, they will not be considered for the Top Achiever Trophy which will apply only to swimmers under the Club's training programme.
- (c) The Season's Most Outstanding Swimmer Trophy will be open to all Club members.
- (d) The 'Season' will be taken from 1 May to 30 April.

**6. AUDITORS**

The Club may use a member of the Club who is a qualified Chartered Accountant to audit the books at the end of the financial year.