



2019-20 Fee Schedule and Policies

Updated May 2019

| | Membership | Training Fees | Hosted Meets |
|-------------------|----------------------------|-----------------------------------|---|
| Rockhopper | \$260 | \$890/Annual (\$340/Session) | 5x\$50 Bond Cheques + Officials Training |
| Novice | \$260 | \$1,430/Annual (\$530/Session) | 5x\$50 Bond Cheques + Officials Training |
| Junior | \$260 | \$1,750/Annual (\$660/Session) | 5x\$50 Bond Cheques + Officials Training |
| Senior | \$260 | \$1,750/Annual (\$660/Session) | 5x\$50 Bond Cheques + Officials Training |
| Annual: | September 2019 - June 2020 | | |
| Sessions: | Fall (September-December) | Winter (January-March) | Spring (April-June) |

1.0 MEMBERSHIP

Membership is a required annual fee paid once every swim season (September-August). The fee includes insurance, registration with Swimming/Natation Canada (SNC), one (1) Penguin Team T-Shirt, one (1) Penguin Team Cap, and one (1) Penguin Officials Shirt.

Training equipment (specific for each group), swim meet entry fees, and a Penguin Team Suit (required for swim meets) are not included with fees, and need to be purchased separately from the team store.

2.0 TRAINING FEES

Training fees are due prior to athletes participating in practices or other team activities. Annual and Fall sessional fees are due by August 15, 2019, Winter sessional fees are due by December 15, 2019, and Spring sessional fees are due by March 15, 2020. Late training fees are subject to a \$50 late fee per swimmer.

3.0 HOSTED SWIM MEETS

Penguin Swimming hosts a number of swim meets throughout the swim season, and each family is required to provide one official for each day of a Penguin Swimming hosted swim meet. At time of registration, families are required to remit 5x\$50 post-dated cheques (one for each day of a hosted swim meet). Alternatively 5x\$50 cash may be remitted in lieu of post-dated cheques.

2019-20 Penguin Swimming Hosted Meet Dates:

| | |
|--|---------------------------|
| Penguin Sprint Series #1 | Saturday November 2, 2019 |
| Penguin Sprint Series #2 | Saturday January 18, 2020 |
| Fast Eddie's Sprint Invitational (Day 1) | Saturday February 8, 2020 |
| Fast Eddie's Sprint Invitational (Day 2) | Sunday February 9, 2020 |
| Penguin Sprint Series #3 | Saturday April 4, 2020 |

Failure of a family to provide an official (or qualified substitute official) for a hosted swim meet will result in their meet cheque (or cash) being processed.



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4.0 OFFICIATING

To officiate at swim meets, parents/guardians will be required to become a certified swimming official. For each officials position, candidates are to:

1. **Read** - Read the specific officials PDF document for the position
2. **Review** - Attend a Penguin Swimming review clinic specific to the position
3. **Evaluations** - Complete 2 on deck evaluations for the specific position

| | |
|--------------------|--|
| Season 1 | Level 1 - Intro to Swim Officiating - Read PDF + 2 Evaluations Level 1 - Safety Marshall - Read PDF |
| Seasons 2-3 | Level 2 - Chief Timer - Read PDF + Review + 2 Evaluations Level 2 - Stroke & Turn Judge - Read PDF + Review + 2 Evaluations Level 2 - Starter - Read PDF + Review + 2 Evaluations |
| Seasons 3-4 | Level 2 - Chief Finish Judge - Read PDF + Review + 2 Evaluations Level 2 - Clerk of Course - Read PDF + Review + 2 Evaluations Level 2 - Recorder Scorer - Read PDF |
| Seasons 4+ | Level 2 - Meet Manager - Read PDF + Review + 2 Evaluations Level 3 - Referee - Read PDF + 1 Day Course (Swim Alberta training) |

The following Penguin Swimming review clinics will be offered throughout the season:

1. Chief Timer/Starter
2. Stroke & Turn
3. Chief Finish/Clerk of Course/Penguin Electronics

5.0 FACILITY ACCESS CARDS

Each swimmer will initially be given a facility access card when they join the team for access to the change rooms at MacEwan Sport and Wellness and the Kinsmen Sports Centre. If lost or stolen, swimmers will be responsible for the cost of a replacement access card. Replacement access cards are \$5-10 depending on the facility, and can be obtained/paid for at the front desk of each facility.

6.0 MACEWAN SPORT AND WELLNESS FITNESS MEMBERSHIP

MacEwan Sport and Wellness will be offering Penguin Swimming families a 20% discount on annual fitness memberships (includes parking access). Upon request the team will provide a letter to interested Penguin Swimming families which can be presented at Sport and Wellness to obtain the 20% annual fitness membership discount.

7.0 NSF CHEQUES

A \$25 service charge will apply to all NSF cheques. Replacement payment for NSF cheques must be made by cash, certified cheque, money order, or credit card.



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8.0 MULTIPLE ATHLETE DISCOUNTS

Discounts of training fees will be offered to families with multiple athletes. Discounts will start with 40% for the 2nd athlete (next highest program), and 60% for subsequent athletes.

9.0 TEAM CREDIT

Team credit that families may accumulate throughout the season need to be used no later than June 2020. Team credit can be used towards, team equipment, swim meet entry fees, or training fees.

10.0 RESIGNATIONS AND REFUNDS

Resigning athletes/families must provide written notification of resignation to the team. An administration fee of \$25 will be applied to all resigning swimmers. Refunds for credit card payments do not include the online payment fee.

Refunds are only applicable to Training Fees and will be issued as a cheque, mailed to the resigning athletes/families based on the following schedule:

| Annual Training Fees | Sessional Training Fees |
|-----------------------------------|----------------------------------|
| 100% (prior to September 9, 2019) | 100% (prior to the 1st Practice) |
| 90% (prior to September 23, 2019) | 90% (prior to the 2nd Week) |
| 60% (prior to October 21, 2019) | 60% (prior to the 4th Week) |
| 30% (prior to December 2, 2019) | 30% (prior to the 6th Week) |
| 0% (after December 1, 2019) | 0% (after the 5th Week) |

For medical resignations, the team requires a note from a physician stating why the athlete is unable to participate in swimming activities in order to obtain a refund. Once received, the team will determine an appropriate pro-rated refund.

11.0 DISCIPLINE POLICY

Behavioural issues will be brought to the parent(s)/guardian(s) attention in person, by phone or via email.

If an athlete or parent/guardian violates their respective code of conduct, expectations, or behaves inappropriately in the course of practice, attending a swim meet, or as a member of Penguin Swimming, disciplinary action may result. Examples of disciplinary actions may include but are not limited to: verbal warnings, written warnings, loss of privileges, suspension, and/or removal from the team. The coaching team holds the final word on any rules, regulations, or disciplinary action.

Any parent(s)/guardian(s) wishing to appeal disciplinary action should address their concerns in writing, and mail to the Penguin Swimming team office for further review.