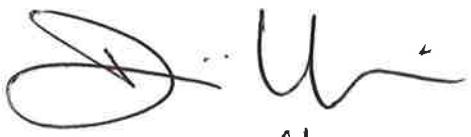


# BY-LAWS OF THE

# DAPTO SWIMMING CLUB

# INC.

Last amended: 29/09/2016



Dominic Ursino Dec 6, 2016  
President



Brad Healey 6.12.2016  
Publicity Officer

**PREFACE**

These are the By-Laws of the Dapto Swimming Club Inc., first compiled after incorporation of the Club during the 1991-92 season. During 1992 a sub-committee was set up to investigate the entire operation of the Club with the intention of reviewing existing by-laws, refining them to suit present needs, and writing new by-laws to cover areas not previously covered.

The following by-laws were the result of that review. They are by no means seen as an ideal set of rules by which to run a Club. The review is meant to be an ongoing process to reflect the current situation and attitudes within the Club, and as such should be amended when necessary according to the Club Constitution.

Included in this document are explanations as to why many of the by-laws were formulated in such a way (in boxed italics). It is hoped these explanations will assist future reviewers in their understanding of current thinking. It is recommended that this practice continue.

The sub-committee comprised:

Graham Kohler (Chairman)  
Keith Oehm  
Roger Dean  
Norm Brigden  
Reg Lacey

Originally passed:

Amended:	1/2/94
Amended:	14/9/95
Amended:	10/10/96
Amended:	1/10/97
Amended:	6/9/98
Amended:	1/8/2007
Amended:	1/9/2008
Amended:	11/4/2010
Amended:	17/9/2014
Amended:	15/10/2014
Amended:	29/09/2016

## MEMBER BY-LAWS

### 1. FEES DUE TO THE CLUB

- (a) Fees payable in accordance with Swimming NSW will be payable by all Members, provided that fees will not be payable in respect of a Life Member;
- (b) The annual registration fees payable to the Club in respect of each Individual Member will consist of a SAL and SNSW and SESA component which includes registration and insurance cover and a Club administration fee as determined by the Committee from time to time.
- (c) All registration fees are due on the first day of October in each year.
- (d) The Committee may refund any fee which, in its opinion is warranted.

### 2.0 CODE OF CONDUCT

- (a) All members must abide by Swimming Australia Code of Conduct which can be found at the NSW Swimming Website
  - „ General Codes of Conduct
  - „ Competitor Codes of Conduct
  - „ Coach Codes of Conduct
  - „ Team Official Codes of Conduct
  - „ Team Manager Codes of Conduct
  - „ Parent/Guardian Codes of Conduct
  - „ Technical Official Codes of Conduct
  - „ Administrator Codes of Conduct
  - „ Spectator Codes of Conduct
  - „ Training Program Deliverer Codes of Conduct
- (b) Dapto Swimming Club have also developed a Code of Behaviour that all swimmers, parents and supporters, Club Officials, Committee Members and Coaches must follow. The Code of Behaviour also includes Social Media requirements.

### 3. DISCIPLINARY BY-LAW

#### 3.1 Establishment of Disciplinary Tribunal

The Committee shall establish a Disciplinary Tribunal to deal with all disciplinary actions. A disciplinary action and matter must be solely and exclusively resolved by the Disciplinary Tribunal

#### 3.2 Composition of Disciplinary Tribunal

- (a) A Disciplinary Tribunal of three (3) persons shall be appointed by the

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Committee for the purpose of hearing disciplinary actions and matters under Clause 11.2. The Committee shall also appoint a member of the Disciplinary Tribunal as chair who in the opinion of the Committee is competent in dealing with disciplinary matters.

- (c) No Committee member or a family member dealing with a matter relating to a member of that family shall be a member of the Disciplinary Tribunal.
- (d) Three (3) members of the Disciplinary Tribunal shall constitute a quorum.
- (e) Seek advice and direction from SESA and Swimming NSW

### 3.3 Notice of Alleged Breach

- (a) Where the Committee is advised or considers that a Member has allegedly:
  - (i) breached, failed, refused or neglected to comply with a provision of the Constitution, the By-Laws, the Policies and the rules or any resolution or determination of the Committee

(b) The chair of the Disciplinary Tribunal shall, as soon as practicable upon receipt of notice serve the Member a notice in writing:

- (i) setting out the alleged breach of the Member and the grounds on which it is based;
- (ii) stating that the Member may address the Disciplinary Tribunal at a hearing to be held not earlier than fourteen (14) and not later than twenty eight (28) days after service of the notice;
- (iii) stating the date, place and time of that hearing;
- (iv) informing the Member that he do one or more of the following:
  - (A) attend that hearing;
  - (B) give the Disciplinary Tribunal, before the date of the hearing a written statement regarding the alleged breach.

#### 2.4 Disciplinary Tribunal Procedures

- (a) At a hearing of the Disciplinary Tribunal shall:
  - (i) give to the Member every opportunity to be heard;
  - (ii) give due consideration to any written statement submitted by the Member; and
  - (iii) by resolution determine whether the alleged breach occurred.
- (b) The Club and the Member shall not be entitled to legal representation at the hearing of the Disciplinary Tribunal.
- (c) The Disciplinary Tribunal shall hear and determine the alleged breach in whatever manner it considers appropriate in the circumstances (including by way of teleconference, video conference or otherwise) provided that it does so in accordance with the principles of natural justice. The purpose of the hearing shall be to determine whether the alleged breach occurred.
- (d) If the Disciplinary Tribunal considers that the alleged breach occurred, it may impose any one or more of the penalties.
- (e) If the Disciplinary Tribunal considers that the alleged breach did not occur, the matter shall be dismissed.

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- (f) Each party shall be responsible for their own costs associated with the Disciplinary Tribunal hearing. The Disciplinary Tribunal has no power to award costs to a party.

## 2.5 **Penalties**

If the Disciplinary Tribunal considers that the alleged breach occurred, the Disciplinary Tribunal may impose any one or more of the following penalties:

- (a) impose a warning;
- (b) fine the Member;
- (c) where there has been damage to property, direct that the Member pay compensation to the relevant organisation which controls or has possession of the property;
- (d) cease funding granted or given to them by the Club from a specified date;
- (e) suspend for a specified period and/or terminate any rights, privileges and benefits provided to that Member by the Club;
- (f) reprimand the Member;
- (g) suspend the Member from membership of the Club for a specified period;
- (h) expel the Member from the Club;
- (i) any other such penalty as the Disciplinary Tribunal considers appropriate.

## 2.6 **Appeal from Decision of Disciplinary Tribunal**

- (a) Any Member, the subject of an adverse finding in proceedings may appeal within 14 days to The Association committee in relation to that adverse finding.
- (b) Such appeal shall be dealt with in accordance with the disciplinary procedure set out in Association by-laws, policies or rules.

## COMMITTEE BY LAWS

### 3. CLUB COMMITTEE - RESPONSIBILITIES OF OFFICE

#### 3.1 Executive

The following positions are considered as part of the Club Executive;

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Race Secretary

##### 3.1.1 President shall be responsible for:

- (a) presiding at each General meeting and Committee meeting of the Club. In the event of any meeting being tied in voting he/she shall, in addition to his/her normal vote, have a deciding or casting vote;
- (b) the day to day running of the Club with respect to ensuring other Committee members fulfil their responsibilities;
- (c) being spokesperson for the Club at all official functions.
- (d) liaise with various stakeholders including: swimmers, parents, coaches, sponsors and other community organisations;
- (e) is responsible that the Club operates in accordance with its constitution and legal obligations;
- (f) represents the Club at various levels of swimming organisations;
- (g) manages and provides guidance to the Committee on the future direction and plans for the Club.

##### 3.1.2 Vice President shall be responsible for:

- (a) shall deputise for the president if and when needed and shall enjoy all privileges of that office while so acting.
- (b) assist the President in all presidential roles and duties when required.

##### 3.1.3 Secretary - is responsible for:

- (a) keeping, or causing to be kept, the records of the business of the Club including the rules, register of members, minutes of all general and Committee meetings and a file of correspondence. Those records shall be available for inspection by any member and shall be held in the custody of the Secretary;
- (b) the role of the Public Officer;

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- (c) attending to all correspondence (other than those defined in the Treasurer's duties and race secretary);
- (d) issuing all notices pertaining to the Club, and authorised by the Committee;
- (e) as soon as practicable after being appointed as secretary, lodge notice with the Association secretary and SNSW of his / her contact details;
- (f) assist with the follow up actions from all meetings and correspondence;
- (g) ensures affiliations to Swimming NSW and SESA.

3.1.4 Treasurer - shall be responsible for:

- (a) ensuring that all monies received by the Club are paid into an account in the Club's name. Payments shall be made through a petty cash system, or by cheque signed by two (2) signatories of the Executive. Major or unusual expenditures shall be authorised in advice by the Committee or a general meeting.
- (b) ensuring that correct books and accounts are kept showing the financial affairs of the Club. These records shall be available for inspection by any member and shall be held in custody of the Treasurer;

- (c) prior to the Annual General Meeting, have an audit of the books and accounts carried out by a qualified accountant appointed by the Committee, and present to the Annual General Meeting a summary of those audited accounts;
- (d) attending to all the Club's affiliations, capitation of members and carnival entries;
- (e) attending to all other invoiced accounts;
- (f) notifying the Committee of all outgoing payments at the next committee meeting.
- (g) Inform the Committee about the financial position of the Club at all times;

### 3.1.5 Race Secretary - shall be responsible for:

- (a) Collects entries for all external meets where manual or TM entries are required;
- (b) the collection of entry fees for those events and the forwarding of any monies received to the Treasurer.;
- (c) email families regarding nomination for relays, then liaise with coach and President regarding selection of relays. Once relays have been finalised enter relay teams into database;
- (d) reporting to all general and committee meeting, a summary of results obtained by Club members at carnivals;
- (e) informing members of forthcoming carnivals, along with their closing dates, in sufficient time to allow them to enter.
- (f) the race secretary is to organise the time keeping roster for all carnivals.

## 3.2 Committee Members

The following positions are considered as part of the Committee along with the executive;

1. Chief Recorder
2. Gear Steward
3. Publicity Officer
4. Social Secretary
5. Up to three (3) other general Committee members

### 3.2.1 Chief Recorder -shall be responsible for:

- (a) keeping all records necessary for the smooth functioning of the Club's Points Score, Handicap and Club Championship competitions and shall control the grading and seeding of swimmers in such events;
- (b) distribution and collection of entry cards for the above events;

(c) obtaining trophies/awards pertaining to monthly and final placegetters in the above events;

(d) reviewing and displaying best times of swimmers periodically throughout the season.

3.2.2 Gear Steward - shall be responsible for:

(a) the overall maintenance, recording of, and location of all the Club's equipment. He/she shall maintain an inventory, which shall be checked at the beginning and the end of the summer swimming season, and record the state, number and holder of such equipment;

(b) the preparation of the pool and surrounds prior to Club nights and Interclub carnivals, and putting away of any equipment used after such events are completed;

(c) delegating responsibility for the above duties when absent.

3.2.3 Publicity Officer- shall be responsible for:

(a) attending to all the Club's publicity with respect to notifying the media of the Club's activities and Points Score results.

(b) writing and distribution of the Club's newsletter.

(c) submission by way of press release of club results, club activities and upcoming events to media outlets.

(d) attend to the club's website with respect to the uploading of all club documents, photos, files and sponsor links.

(e) Maintain active web links to SESA, SNSW, and SAL.

3.2.4 Social Secretary - shall be responsible for:

(a) organising fundraising and activities with respect to both weekly raffles and major items;

(b) organising social events throughout the year;

(c) supervising catering arrangements for any carnival the Club runs, Presentation Day, and any other social event;

(d) organising the cleaning roster for the Clubroom.

3.2.6 Three (3) Other Committee Persons- shall perform duties as required by the President or committee and attend all Committee meetings.

3.3 Other Club Officials

3.3.1 Referee - is responsible for the running of all Club swimming activities with respect to the following:

(a) all of the Points Score and Club Championship competitions will be run under the NSW Swimming Association Inc. rules; and

(b) any disqualification or protest decision will ultimately be his/her responsibility. The person holding this position does not necessarily have to be qualified but it would be desirable for that person to be very close to being, if not already, a Referee.

**3.3.2 Assistant Recorder-** shall be responsible for:

(a) assisting the Chief Recorder in the smooth functioning of the Club's Points Score, Handicap and Championship competitions; (b) deputising

for the Chief Recorder when required;

(c) performing duties as requested by the Chief Recorder.

**3.3.3 Team Manager-** shall be responsible for:

(a) having general control of members at all designated competitions and, at such events, will be responsible for withdrawals;

(b) liaising with the Race Secretary in the selection and organisation of relay teams;

(c) approaching competition officials on behalf of the Club when necessary. He/she is the only Club official to act in this capacity when he/she is in attendance.

(d) wear the Dapto Club uniform when attending carnivals and representing the club.

(e) ensure that the time keeping roster is followed at carnivals.

**3.3.4 Club Historian -**shall be responsible for;

(a) creating and continuing a "Dapto Swimming Club Inc. History" so that a record is kept for future reference by the Club. Such records are to be made and include, where appropriate, photographs, media literature and any other suitable items.

**3.3.5 Clothing Person -** is responsible for:

(a) the ordering, care and sale of all Club apparel;

(b) keeping an inventory of all goods on hand and a record of all sales;

(c) passing on of all monies collected to the Treasurer as soon as possible after sales.

**3.3.6 Chief Timekeeper-** shall be responsible for:

(a) the care and maintenance of the Club's stopwatches;

(b) the organisation of timekeepers for the Club's Points Score, Handicap, and Championship competitions;

(c) officiating in a manner which is in accordance with that laid down for this position by NSW Swimming Inc.

3.3.7 Starter - shall be responsible for;

(a) the starting of all events in the Club's Points Score, Handicap, and Championship competitions in a manner which is in accordance with that laid down for this position by NSW Swimming Inc.

3.3.8 Chief Judge - shall be responsible for;

(a) organising, and presiding over, at least two (2) other judges during all events in the Club's Handicap, and Championship competitions. He/she shall officiate in a manner which is in accordance with that laid down for this position by NSW Swimming Inc.

3.3.9 Marshall - during the Club's Points Score, Handicap, and Championship competitions the Marshall shall be responsible for:

(a) collecting cards from the Chief Recorder;

(b) calling swimmers for their events;

(c) organisation of runners and directing them in the distribution of cards to the timekeepers and recorders.

3.3.10 Delegates {2 Only} - shall regularly attend general meetings of Associations to which the Club is affiliated and report on matters arising at these meetings to earliest Committee meeting following. Delegates shall vote as directed by the Committee.

## **MISCELLANEOUS BY-LAWS**

**4.1 Club Captains**

**4.1.1 Selection Criteria**

(i) There will be one (1) boy and one (1) girl Club Captain.

(ii) The Club Captains will be competitive swimmers, preferably at State or Country level, and deemed to be mature and responsible enough to perform the duties listed below.

(iii) The Committee will nominate a maximum of two (2) swimmers for each position as soon as possible after the AGM. These nominees will then be voted upon by the registered competitive swimmers in the Club in the following manner:

(a) the Committee will appoint a Returning Officer who will conduct a secret ballot for the positions over the following two weeks.

(b) in the event of a tied vote the position shall be filled by a draw from the hat, conducted by the Returning Officer in the presence of two members of the Executive.

It is the intention of this clause that only competitive squad swimmers vote for Club Captains as this is primarily the group of swimmers that the Club Captains will be

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representing over the year. As well, many younger swimmers, new to the Club (especially in winter), are not familiar with the nominees and are therefore unsure of whom to vote for.

#### 4.1.2 Duties of the Club Captains

The duties of the Club Captains will be as follows:

- (i) to act as ambassadors of the Club when required;
- (ii) to accept team trophies/awards at all carnivals;
- (iii) to speak on behalf of the Club, when required;
- (iv) to assist the Team Manager with the orientation of novice competitors at carnivals;
- (v) to select teams for the annual Club Captains relay;
- (vi) to assist the Club President with presentations when requested.

### 5. TEAM SELECTION COMMITTEE

#### 5.1 General

- 5.1.1 Any team nominated to represent the Club at an event will be selected by the Team Selection Committee which will consist of the President, Coach and consultation with the Race Secretary.
- 5.1.2 Selection of such a team will take place no less than seven (7) days prior to the event in the case of Carnivals and Interclub, and no less than seven (7) days prior to the closing date of an event if qualifying times apply (ie. State or National Relays)
- 5.1.3 The selected team will be announced and posted no less than seven (7) days prior to the event.
- 5.1.4 If a swimmer is unavailable for the event, he/she must notify the Race Secretary or Team Manager of that unavailability no less than four (4) days prior to the event. Failure to make this notification may result in the swimmer being omitted from future team selections. Failure to represent the Club on two occasions in one season, when selected, may also result in the swimmer being omitted from future team selections.
- 5.1.5 Team selection will be based solely on times recorded by a swimmer according to recent performances at Carnivals, Official Time Trials, Regional and State School Championships, Interclub, Club Championships and Club Points Score.
- 5.1.6 A swimmer selected for an event will be the fastest swimmer for that stroke and distance based on the above criteria. This selection is subject to the conditions of entry.
- 5.1.7 A suitable number of reserves shall be selected for each event. These need not be announced or posted with the original team.
- 5.1.8 It is the responsibility of the swimmer to advise the Race Secretary or Team Manager of their times recorded at any of the above sanctioned events, except for Club Points Score and Club Championships.

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5.1.9 Where there are insufficient times to select a swimmer for an event and the above rules cannot be met, discretion is to be used.

## COMPETITION BY-LAWS

### 6.1 CHAMPIONSHIPS AND OTHER SWIM MEETS

The Committee shall determine the order of events and the duration of the Championships and such other swim meets as it determines from time to time, giving as much notice as possible to Members. The Committee shall also determine annually the format for the conduct of the Championships Meet for the ensuing year. PROVIDED THAT, the format so determined shall be advertised at the time of calling entries for the Meet.

#### 6.1.1 CHAMPIONSHIP CONDITIONS OF ENTRY

- (a) The Committee may approve qualifying times (if any) for entry to championship events and other conditions of entry as appropriate to the meet.
- (b) All entrants in the Club Championship shall abide by and be subject to the By-Laws and the SNSW general rules, swimming rules, by-laws, policies, and published procedures as applicable.

#### 6.1.2 CHAMPIONSHIP ENTRY FORM, AGE DETERMINATION

- (a) The Club Championship entry and age determination shall require:
  - (i) an entry for a Championship event shall be made at the direction of the Committee either electronically or on the official Club form or card provided which shall include the entrant's best time for the distance, in accordance with the conditions of entry, showing the meet and date when the time was established, being equal to or better than the qualifying time approved for this event (if any), current registration number, and in the case of an age event, date of birth; and
  - (ii) an entrant in an Age Championship shall be of the specific age on the first day of the meet series and if the Committee so desires, shall produce a certificate of registration of birth or other satisfactory evidence of date of birth signed by the parent or guardian of the entrant.

#### 6.1.3 CHAMPIONSHIP STRUCTURE

- (a) There will be an Age Championships and an Open Championships. These are designed to determine the best swimmers in the Club in each of the age groups. However it is also the intention to encourage all swimmers in the Club to compete.

o It is usual to hold the Club Championships at the end of the summer season, but this may be changed from time to time at the discretion of the Committee.

**6.1.4 Age Championships- Sprint Championship**

(a) General Notes - there will be two (2) separate Age Championships, one each for male and female swimmer.

(b) Entry- entry will be restricted to those swimmers who:

- (i) have swum at least one third (1/3) of the total number of swims available in Points Score from the 1st October in the current season; and
- (ii) are a financial member of the Club; and
- (iii) are first claim swimmers with the Club;

Entries close on the second last night of Points Score. It is the responsibility of Club members to enter themselves.

(c) Ages-Distances- Sprint Championship: age as at the first day of the championships.

Age	Distance	Stroke
6 and Under	25m	All Strokes
7 and 8 years	50m 25m	Freestyle Form Strokes
9 and 10 years	50m 200m	All Strokes Individual Medley
11 and 12 years	50m 200m	All Strokes Individual Medley
13 and 14 years	50m 200m	All Strokes Individual Medley
15 and Over	50m 200m	All Strokes Individual Medley

All events will be contested as Timed Finals under the Rules of SNSW.

(d) Points Allocation and Awards-- allocation of points for each event will be as follows:

First	10 points
Second	8 points
Third	7 points
Fourth	6 points
Fifth	5 points
Sixth	4 points
Seventh	3 points
Eighth	2 points

For each swimmer points will be tallied for the series of events contested and prizes awarded as follows:

Boys - 1st, 2nd, and 3rd in each age group  
 Girls - 1st, 2nd, and 3rd in each age group

Should two or more swimmers gain equal points in any placing they shall be declared joint placegetters.

#### 6.1.5 Age Championships- Distance Championships

- (a) **General Notes** - there will be two (2) separate Age Championships, one each for male and female swimmers in 12years and under and 13 years and over.
- (b) **Entry** - entry will be restricted to those swimmers who:
  - (i) have swum at least one third (1/3) of the total number of swims available in Points Score from the 1st October in the current season; **and**
  - (ii) are a financial member of the Club; **and**
  - (iii) are first claim swimmers with the Club;

Entries close on the second last night of Points Score. It is the responsibility of Club members to enter themselves.

- (c) **Ages-Distances-Distance Championship:** age as at the first day of the championships.

Age	Distance	Stroke
12 years and under	400m	Freestyle and Individual Medley
	200m	Freestyle and Form Strokes
	100m	Freestyle and Form Strokes
13 years and over	400m	Freestyle and Individual Medley
	200m	Freestyle and Form Strokes
	100m	Freestyle and Form Strokes

All events will be contested as Timed Finals under the Rules of SNSW.

- (d) **Points Allocation and Awards**-- allocation of points for each event will be as follows:

First	10 points
Second	8 points
Third	7 points
Fourth	6 points
Fifth	5 points
Sixth	4 points
Seventh	3 points
Eighth	2 points

For each swimmer points will be tallied for the series of events contested and prizes awarded as follows:

Boys - 1st, 2nd, and 3rd in each age category  
Girls- 1st, 2nd, and 3rd in each age category

Should two or more swimmers gain equal points in any placing they shall be declared joint placegetters.

#### 6.1.6 Open Championships

##### (a) General Notes

- (i) There will be two (2) separate Open Championships, one each for male and female swimmers.
- (ii) Contestants in Open events shall be limited to the eight (8) fastest of those entering, plus two (2) reserves being the 9th and 10th fastest.  
Fastest times are to be based on the times established in the Club's Points Score competition only.
- (iii) If less than four (4) entries are received for an event by close of entries, that event will be cancelled and no points awarded.
- (iv) The Championship performance shall not count in the general Points Score competitions.
- (v) All events shall be conducted on the day set down unless circumstances beyond the control of the Committee intervene.

##### (b) Entry - entry will be restricted to those swimmers who:

- (i) have swum at least one third (1/3) of the total number of swims available in Points Score from the 1 October in the current season; and
- (ii) are a financial member of the Club; and
- (iii) are first claim swimmers with the Club;

Entries close on the second last night of Points Score. It is the responsibility of Club members to enter themselves.

##### (c) Distances:

50m Freestyle  
100m Freestyle and Form strokes  
200m Individual Medley  
200m Freestyle  
400m Freestyle

##### (d) Points Allocation and Awards- allocation of points for each event will be as folio s:

First	10 points
Second	8 points
Third	7 points
Fourth	6 points
Fifth	5 points
Sixth	4 points
Seventh	3 points
Eighth	2 points

For each swimmer points will be tallied for the series of events contested and prizes awarded as follows:

Boys - 1st, 2nd, and 3rd

Girls - 1st, 2nd, and 3rd

Should two or more swimmers gain equal points in any placing they shall be declared joint placegetters.

## 6.2 SUMMER POINTS SCORE

- o The Club's Points Score competitions are designed to encourage swimmers to achieve better times and to swim further, whilst giving all swimmers an equal opportunity to gain awards. The aim of the Points Score system is to provide each swimmer the opportunity to swim three swims per night.
- o Points Score is designed to allow swimmers to swim one freestyle and two form events per night. Pointscore being distance events.
  - (a) General Notes
    - (i) There will be a total of one (1) Points Score for summer competition.
  - (b) Entry-entry to Points Score events is restricted to financial Club members.
- o It is the intention here to provide new members to the Club with two nights grace before paying Club fees so as to ascertain whether or not they wish to continue swimming. After this period the swimmer must be financial to gain points and no points will be accredited retrospectively to a swimmer for any swim he/she has whilst unfinancial (except for the first two swims)
  - (i) The age at which the swimmer will compete is that at which he/she is at October 1.
  - (ii) Each swimmer is entitled to contest three swims per meet, which will include one freestyle event and/or two form stroke events only.
  - (iii) Any swimmer who is unable to compete in Points Score on any occasion, due to representative commitments, at the discretion of the Committee, may be accredited with extra points for No.1 Points Score. Points to be accredited will be calculated as follows:

At the end of the season the swimmer's total points will be divided by the total number of swims available to that swimmers from the date of

their joining the Club. This will be the multiplied by the number of swims missed due to representative commitments and added to the total.

Representative commitments covered by this clause are: Country, State and National Championships, or representation in a South Eastern Swimming Association, Country, State or National squad.

Any appeals regarding this clause will be adjudicated upon by the Committee.

- o It is not the intention of this clause to give points to swimmers who do not compete in Points Score due to a carnival other than that described.
  - (iv) Siblings of representative swimmers as detailed in 3.1.5, or their representative, may apply to be awarded points as for 3.1.5, if affected by those representative commitments. These swimmers are requested to swim if at all possible and points will only be accredited on the adjudication of the Committee.
- (b) Distances- the Points Score will be held over the "sprint" distances of 12.5m, 25m, 50m 100m and the longer distances of 200m and 400m. All events will be conducted as scratch races.
- (c) Strokes - each week there will be a freestyle event and two alternate form stroke events over each of the distances detailed above.
- (e) Progression- for 12.5m and 25m events there will be a progression time set. After a swimmer has equalled or bettered the progression time on three occasions they must progress to a longer distance. Progression times are as follows:

12.5m	14 seconds
25m	28 seconds

No swimmer will be permitted to regress in distance.
- o These times have been set so as not to force younger or less confident swimmers into swimming longer distances, especially in form strokes. They should be examined regularly to assess their suitability to present conditions.
- (f) Points Allocation -  
The first swim in any stroke/distance combination will be swum as a time trial and the swimmer will be accredited with "equal best" points. The time for this swim will then be the swimmer's "personal best" time against which all subsequent times are judged, until a faster time is swum.

Points allocation is as follows:

Start and finish	1
0-2 sec. outside best	2
Equal best	3
0-2 sec. inside best	4
Greater than 2 sec. inside best	6
Disqualified, Did not finish	0

(vi) The committee may adjust a swimmers initial personal best time if it is felt that this time is not a true reflection of that swimmer's ability.

(g) **Age Groups** -there will be ten (10) age categories i.e. 5yrs and under, 6yrs, 7yrs, 8yrs, 9yrs, 10yrs, 11yrs, 12yrs, 13yrs, 14yrs, 15yrs and over.

(h) **Awards** - at the end of the competition awards will be allocated as follows:  
Boys - 1st, 2nd, and 3rd in each age group  
Girls- 1st, 2nd, and 3rd in each age group

(i) Eligibility to receive awards will be restricted to those swimmers who:

- have swum at least one third (1/3) of the total number of swims available in that Points Score event from the 1 October
- are a financial member of the Club

(ii) Any swimmer who does not receive an award in any of the Points Score competitions (or the Club Championships) will be eligible to receive an encouragement award. The nature of this award will be determined by the Committee, but should be of a "lesser" nature than those received by Points Score winners.

6.3 By-law **6.1 to 6.3** shall not be modified, in any manner, after October 1 in any summer season.

## 7. HANDICAP AND OTHER EVENTS

### 7.1 Ern Furbank Handicap

- o Donated in 1976 by family and friends in memory of Ern Furbank, Superintendent of Dapto Olympic Pool from 1965 to 1974. It is usually presented by Mrs Furbank on the night of the final. This event is usually held before Christmas.

Rules are as follows:

- \* 50m freestyle handicap event;
- \* Competitors nominate the time they predict they will swim over the distance;
- \* Any swimmer who breaks their time by greater than two seconds is eliminated;
- \* Of the remainder, first placegetters in each heat progress to the next round which is a semi-final round of two heats;
- \* As well, additional placegetters in each heat progress to the semi-finals. In this case first preference is given to second placegetters and so on until all lanes are full. If there are insufficient lanes available then preference is given to those swimmers closest to their nominated time;
- \* In the semi-final heats any swimmer who breaks their time by greater than two seconds is eliminated;
- \* Of the remainder, first placegetters in each heat progress to the final;
- \* In the final any swimmer who breaks their time by greater than two seconds is eliminated;
- \* The first placegetter is then declared the winner.

- \* The winner will receive the perpetual trophy plus a keepsake.
- \* All entries are to be received no later than one week prior to event.

#### 7.2 Vi Schofield Memorial Relay

- o Donated by Harry Schofield in memory of his wife, Vi, a very hard worker for the Club, and a Chief Judge at national level. Vi was also a made a Life Member of the Club in 1975. This event is usually held at Club Christmas Party night.

Rules are as follows:

- \* Held as a brace relay, 2 x 50m, with swimmers nominating the time that they predict they will swim over the 100m distance;
- \* Handicap rules apply;
- \* In the first round any team which breaks their time by greater than four seconds is eliminated;
- \* The first placegetter in each heat then progresses on to the final.
- \* As well, additional placegetters in each heat progress to the final. In this case first preference is given to second placegetters and so on until all lanes are full. If there are insufficient lanes available then preference is given to those teams closest to their nominated time;
- \* In the final any team which breaks their time by greater than four seconds is eliminated;
- \* The first placed team is then declared the winner.
- \* The winning team members will receive the perpetual trophy plus a keepsake.
- \* All entries are to be received no later than one week prior to event.

#### 7.3 Steven Olive Club Captains Relay Challenge Trophy

- o Donated in 1982/83 by Steven Olive, a Club Captain, Country and State swimmer in the 1980's. Usually held on Club Chistmas Party Night.

Rules are as follows:

- \* One boy's and one girl's team are selected by the respective Club Captains, the number of participants in each being determined by agreement between them;
- \* Each swimmer is permitted to swim only once over the distance of 50m;
- \* The event is run on a handicap basis with each swimmer's personal best Club time for 50m being added together to determine the handicap.
- \* Swimmers wearing swimming aids must nominate a time consistent with wearing such an aid;
- \* The event can be run on a handicap basis and a team will be disqualified if it breaks its nominated time by greater than 20 seconds.
- \* A swimmer (and team) will be disqualified if he/she fails to swim their nominated stroke or fails to wear the nominated swimming aid.

### 8. ACHIEVEMENT RECOGNITION & OTHER AWARDS

#### 8.1 General

Apart from awards made in the various Points Scores, Club Championships, and Handicap events, the Club will recognise the achievements of its' swimmers in the following ways;

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8.2 New South Wales Country and New State Wales State Championship Qualifiers  
Any swimmer who qualifies for, and intends to compete at, any of the summer or winter New South Wales Country and New South Wales State Championships shall be presented with an item of apparel, or similar, specifying their level of achievement.

Depending upon the financial status of the Club at the time, gifts may be given for individual championships or for a combination of championships.

In the event of a swimmer who fully intended to compete at one of the above mentioned Championships and is injured or falls ill prior to those Championships and cannot for this reason compete, then that swimmer will still be entitled to their gift.

At the discretion of the Committee entry fees for New South Wales State qualifiers may be paid for by the Club. In this case the total amount paid in fees should be deducted from the overall amount set aside for gifts. The remainder should then be divided by the number of competitors when selecting a gift.

8.3 National Championship Qualifiers

(a) For Australian National Age and Australian Open Championship competitors the Club shall pay all entry fees. The Club shall also make a financial contribution to the competitors expenses incurred in competing in the Championships. Any such contribution shall be determined after consideration of the Club's financial situation, the number of competitors entering, and the location of the Championships.

(b) The Club shall pay all entry fees for those competitors who have met the qualifying times set for Australian National Open Water Championships (Age and Open). The Club may also make a financial contribution to those competitors for expenses incurred in competing in the championships.

For first time Australian National Swimmers the competitor will receive a Jacket in club colours, recognising their achievement. Apart from the above recognition, the competitor shall be presented with a gift at the season's presentation night which should have indicated on it the Championships for which he/she qualified.

8.4 Wall of Champions

One wall of the Clubroom shall be set aside for individual or teams which have reached a level of achievement deemed worthy of placing a photograph of that individual or team on it. Only one photograph of an individual competitor, or

team, will be displayed. Achievement deemed worthy of recognition on this wall area is as follows:

8A.1 **National Finalists**

Any competitor who has qualified for a final of a Australian National Championships event shall be entitled to have their framed photograph placed on the wall, under which will be detailed their achievements.

8.4.2 **Australian Record Holders**

Any competitor who holds an Australian record, irrespective of where it was set shall be entitled to have their framed photograph placed on the wall, under which will be placed details of the record(s).

**8.5 Other Awards**

B":S.2 **Gud-geon Trophy**

Awarded to the swimmer, boy or girl, who gained, for the Club, the most points at the SESA Summer Championships. In addition to the perpetual trophy the winner will receive a keepsake trophy.

8.5.3 **Club Person of the Year**

Awarded to the person deemed to have done most to serve the Club throughout the year, whether by their deeds in the pool or outside. This person may be a swimmer, coach, parent or other Club member.

- o Deeds may include such things as raising the profile of the Club through their efforts in swimming, fundraising, officiating at Club events, helping in working bees or Club activities, helping with the Club's learn-to-swim program, etc.

At the Committee meeting prior to the summer Presentations, nominations will be called for this award. A secret ballot will then take place to determine the winner, the returning Officer being nominated by the members present.

**8.5.5 Overall Point Score Winners Perpetual Trophy**

- o Donated by the management of McDonalds, Dapto in 1993 for the boy and girl swimmer in the summer Points Score who score the most points overall.

Rules are as follows:

\* The winner is the boy and girl swimmer who has achieved the greatest number of accumulated points during the summer Point Score competition.

\* In the advent of a tie, a count back will take place with the winner being decided by:

- a) the swimmer who gained maximum points on the most occasions throughout the Points Score. If a tie still exists;
- b) the swimmer who swam on the most occasions throughout the Points Score. If a tie still exists;
- c) a draw from the hat.

**8.5.7 Marianne Saliba Trophy – 12 years and under**

Selection criteria is exactly as per the Swimmer of the Year. Age as at 1 October.

**8.5.8 Swimmer of the Year (Bob Fairley) Trophy**

- o Donated by Mr Bob Fairley, an inaugural Patron of the Club, in 1996 for the most outstanding swimmer in the Club throughout the year.

Selection criteria is as follows:

\* The Swimmer of the year will be that swimmer who earns the most points during the "swimming year", according to the following points criteria:

Level1	District	Finalist Medal	5	
			3rd	10
			2nd	15
Level2	Country	Qualifier Finalist Medal	1st	20
				40
			3rd	80
Level3	State	Qualifier Finalist	2nd	90
			1st	100
				30
				75

			Medal	3rd	100
				2nd	150
				1st	200
Level4	National	Qualifier			75
		Finalist			200
		Medal	3rd	300	
			2nd	400	
			1st	700	
Levels	Olympic/Commonwealth Games/World Championships				
		Qualifier			2000
		Finalist			4000
		Medal	3rd	5000	
			2nd	6000	
			1st	10000	

\* The period of the "swimming year" shall be determined by the Committee, taking into account the timing of the National Championships.

\* In the advent of a tie the swimmers who have tied will be declared joint winners.

#### 8.5.9 Service Merit Badges

Any swimmer who has been an active member of the Club for eight years shall be eligible to receive a Service Merit badge, voted upon by the Committee. This award shall be presented to the swimmer at the annual presentation night.

## GENERAL BY-LAWS

- 9.1 The Committee shall adjudicate at all swimming disputes other than those normally under the control of the Referee.
- 9.2 Two Committee meetings (February meeting) prior to the Annual General Meeting the Committee shall set the date for the Annual General Meeting;
- 9.3 The September committee meeting will approve the summer Points Score program.
- 9.4 Standing Club records (Age and Open) may only be broken in Club Championships. Double age group records, created prior to the introduction of single age groups in the 1995-96 Championships, cannot be broken until such time as those age groups are re-introduced into the Championships.
- 9.5 To be eligible to vote for positions at the AGM, a member must have been financial for a minimum period of four (4) months prior to the AGM.