

SANTA CLARA SWIM CLUB MEMBERSHIP AGREEMENT 2020-2021

With my payment of the swimmer registration fee, entitling my designated child or children to participate in the swim program of the Santa Clara Swim Club (SCSC), I agree to abide by the regulations and policies of SCSC as set forth by the club.

I understand that it is my responsibility to read and familiarize myself with all the following rules and regulations, the SCSC Competitive Handbook as well as information contained on the club's website. Specifically, I agree to adhere to the following established payment policies:

- 1) **Monthly Dues:** Monthly dues are credited/debited from your Team Unify account on the first business day of each month as agreed to when you register for SCSC on Team Unify. Monthly dues will be billed over a twelve-month period starting in September and ending in August. A \$50 late charge will be assessed if dues are not collected at the time of the billing. This includes payments not received due to credit cards not being updated in Team Unify prior to the billing date or credit cards that are rejected due to any reason. When joining SCSC after the first of the month, all fees (current month and registration fees) will be charged on the first of the following months. Thereafter, SCSC will send an email each month, by the 21st, with a link to your monthly statement detailing all charges (including dues, registration fees, swim meet fees, other team related fees, etc.). The charges will occur on the first business day of the following month. Starting this year, SCSC is offering an option to use a debit/credit card, or ACH (where you input your checking/savings account and routing number), for payment when registering on Team Unify. If you choose to use your debit/credit card, Team Unify charges a 3% fee to the club which will be passed on to the member. If you choose to use ACH, there is no fee.
- 2) **SCSC does not pro-rate fees for partial months.** If you swim one day out of the month you are billed for the entire month.
- 3) **USA Swimming Registration Fee (\$73.00 or as revised by USA Swimming):** An annual USA Swimming membership registration fee is required of all team swimmers. Registration fees are charged per calendar year (Jan-Dec.) Fees for swimmers joining SCSC in the last quarter of any calendar year will apply to the subsequent year. This fee is billed annually to returning swimmers on the September billing cycle. For new members, this fee is billed when you join and every September thereafter. USA swimming registration is a non-refundable fee.
- 4) **Team Registration Fee:** All swimmers in the youth competitive program will be charged a Team Registration fee of \$150 per swimmer each year. The SCSC Team Fee includes and covers: One SCSC Team Swimsuit and our yearly SCSC equipment fee and pool usage fee. The registration fee will be billed on the September billing statement. Swimmers who join the team after March 31 of each year will be charged a pro-rated Team Registration fee of \$100 per swimmer that covers the remainder of the year and will receive one SCSC Team Swimsuit. SCSC registration fee is a non-refundable fee. This fee is for the September-August swim season. Starting the month of July, no membership fees will be charged, and swimmers will not receive any of the handouts

mentioned above until the full year registration fee is billed in September.

- 5) **Team Suit Requirement:** To build a complete SCSC culture, we will be requiring swimmers to wear a team suit when attending all competitive meets. SCSC is a Speedo sponsored team and swimmers may only wear Speedo suits in competition.
- 6) **Perpetual Swim Program:** SCSC is an ongoing swim program. Membership will continue until SCSC receives a Notice to Intent to Quit Form by the due date. An active swimmer does not need to register each September and will be billed the USA Swimming registration fee and the Annual Team Registration fee in September. By continuing your membership with SCSC you are hereby agreeing to the Membership Agreement, Parent Code of Conduct and Swimmer of Code Conduct.
- 7) **Withdrawal: Notice of Intent to Quit:** Notice of Intent to Quit Forms must be submitted to the Business Office electronically no later than the 15th of the month to avoid being charged for the following month. Phone notification and/or email without an Intent to Quit Form are not a valid form of notification. A swimmer who elects to withdraw and then return will be subject to all Team Registration fees at a rate of \$150 per swimmer. There are no exceptions. The forms can be found at <https://www.cognitofrms.com/SantaClaraSwimClub1/CancellationForm>.
- 8) **Notice of Absence:** Swimmers may take a Notice of Absence for up to (3) three months at a rate of 50% of the normal monthly fees. Notice of Absence Forms must be submitted to the Business Office electronically no later than the 15th of the month to avoid being charged for the following month. Volunteer hours will not be prorated during the absence. You will need to complete the full hours assigned to your family account. Swimmers taking an absence to swim on their High School swim team will receive a special rate of 25% of the normal monthly fees.) Forms can be found at <https://www.cognitofrms.com/SantaClaraSwimClub1/NoticeOfAbsenceForm>.
- 9) **Family Fundraising Fee:** All families with a swimmer in the youth competitive program will be assessed a fee of \$100.00 billed yearly on the January billing statement. This fee will be credited back to the family's account if the family sells a minimum of one ad or obtains a corporate sponsorship for the International meet or a like meet designated by SCSC. This fee is a non-refundable fee. Swimmers joining after January 1st will be charged this fee in the current swim season in the first month that they are billed. If a swimmer quits before January 1st, they will be charged the \$100.00 Family Fundraising Fee when their paperwork is being processed to settle their account.
- 10) **Volunteer Hour Requirement:** Each swimmer family on the competitive team has a yearly volunteer hour requirement. Any unworked volunteer hours will be billed at the rate of \$50 an hour in your final statement if you quit the team prior to the end of the season. If you sign up for a volunteer shift at an SCSC home meet and NO SHOW, you will be billed \$50 per job on the following month's invoice. You may buy-out of volunteer hours at a discounted rate of 80% calculated as number of hours required multiplied by \$50 per hour multiplied by 80%. To buy out of your volunteer hours, you must send an email to Businessoffice@santaclaraswimclub.org by September 30th indicating such and will be billed accordingly on October 1st. After September 30th, there will be no buyouts accepted and you will be billed at 100% for volunteer hours required not met at the end of the year. Based on the Covid-19 situation, SCSC will evaluate the volunteer hour

requirement throughout the year and adjust accordingly.

If you sign up for or are assigned a timing shifts at an away meet and NO SHOW, you will be billed \$100 per shift on the following month's invoice. SCSC families can buy out of timing at away meets at the rate of \$2,500 per season and you will not be assigned or required to time at away meets. To buy out of timing please send an email to Businessoffice@santaclaraswimclub.org.

- 11) **Penalties:** A \$100.00 penalty fee will be assessed to each swimmer entering meet(s) not listed on the SCSC Meet Schedule posted online. A \$200.00 penalty fee will be assessed to each swimmer entering as an unattached swimmer into meet(s) not listed on the SCSC Meet Schedule posted online.
- 12) **Team Travel Coach Waiting Fee:** If a member of the coaching staff waits for more than 30 minutes past a return time to pick up their child after a team trip the family will be assessed a \$100.00 waiting fee per every 30 minutes.
- 13) **Late Pick-Up for Practice Fee:** If a member of the coaching staff waits for more than 15 minutes past the end of practice time for a parent to pick up their child, a fee of \$50 will be charged per every 15 minutes. For instance, this fee will increase to \$100 for parents being late for pick up by 30 minutes and \$200 for parents being late for pick up by an hour. It will be up to the judgment of the coach as to whether late pick up was warranted due to emergency circumstances.
- 14) **Terminating Membership:** SCSC reserves the right to terminate the membership of any member whose actions are considered detrimental to SCSC's welfare as set forth in the team policies. I agree that upon withdrawing from SCSC, our account will be paid in full prior to my swimmer's departure from the team.
- 15) **Parent Code of Conduct:** All parents are expected to abide by the Parent Code of Conduct document. SCSC reserves the right to terminate the membership for parents who fail to abide by the guidelines set forth in the Parent Code of Conduct document.
- 16) **Swimmer Code of Conduct:** All swimmers are expected to abide by the Swimmer Code of Conduct document. SCSC reserves the right to terminate the membership for swimmers who fail to abide by the guidelines set forth in the Swimmer Code of Conduct document.

VOLUNTEER OBLIGATION HOUR BREAKDOWN

GENERAL HOURS

General hours may be worked at any event held at a SCSC facility.

* If for any reason there is no one from your family available to work the International Meet (Int'l Meet) you must provide Santa Clara Swim Club with proof of absence documentation (i.e. plane itinerary, travel tickets) by March 31, 2021. If you have received a waiver from the club, you are still responsible for the number of total hours required by August 31st. Non-worked volunteer hours are billed at a rate of \$50 per hour.

Based on the Covid-19 situation, SCSC will evaluate the volunteer hour requirement throughout the year and adjust accordingly.

OBLIGATION HOURS

Obligation hours are assigned on a per family basis. Families may complete their volunteer obligation at any time within the swim season (Sep-Aug.) at any of the events we host at SCSC facilities (excludes timing). The SCSC Volunteer Obligation for 2020-2021 swimming year (September 2020-August 2021) is as follows:

Yellow Bell I: 5 general hours + 5 hours Int'l Meet+ 5 hours JO Meet = **15 hours per year**

Yellow Bell II: 5 general hours + 5 hours Int'l Meet+ 5 hours JO Meet = **15 hours per year**

Yellow Bell III: 5 general hours + 5 hours Int'l Meet+ 5 hours JO Meet = **15 hours per year**

Gold I: 7.5 general hours + 7.5 hours Int'l Meet + 5 hours JO Meet= **20 hours per year**

Gold II: 7.5 general hours + 7.5 hours Int'l Meet + 5 hours JO Meet= **20 hours per year**

Gold III: 10 general hours + 10 hours Int'l Meet + 5 hours JO Meet = **25 hours per year**

Gold IV: 10 general hours + 10 JO Meet + 10 hours Int'l Meet = **30 hours per year**

Pre-Senior I: 5 general hours + 10 hours JO Meet + 10 hours Int'l Meet = **25 hours per year**

Pre-Senior II: 10 general hours + 10 hours Int'l Meet + 5 hours JO Meet = **25 hours per year**

Pre-Senior III: 10 general hours + 10 JO Meet + 10 hours Int'l Meet = **30 hours per year**

Pre-Senior IV: 10 general hours + 10 JO Meet + 10 hours Int'l Meet = **30 hours per year**

Senior I: 10 general hours + 10 hours JO Meet + 10 hours Int'l Meet = **30 hours per year**

Senior II: 10 general hours + 10 hours JO Meet + 10 hours Int'l Meet = **30 hours per year**

Senior III: 20 general hours + 15 hours Int'l Meet = **35 hours per year**

Senior IV: 20 general hours + 20 hours Int'l Meet = **40 hours per year**

ADDITIONAL VOLUNTEER OBLIGATION HOUR INFORMATION

The swimming year is broken into 4 quarters for volunteer hour billing purposes, if you join or leave the club mid-year. General volunteer hours can be done at any event we host during the current season except for the JO Meet and Int'l Meet requirement. If you quit or join the Club during the season your volunteer hours will be prorated by quarter.

If a swimmer from the above groups leaves during the season and returns, the family must complete the full volunteer requirement for the year, regardless of any time away from the program. Families withdrawing (quitting) from SCSC will be responsible for hours not served, through the end of the quarter of their withdrawal date. If you leave the Club before the end of the season, all volunteer hours unworked based on the quarter you withdraw will be billed in your final bill at a rate of \$50 per hour. Unworked volunteer obligation hours will be billed at a rate of \$50 per hour to families who are with the program for the entire season.

FAMILIES WITH MULTIPLE SWIMMERS:

- 1) Volunteer Obligation Hours are assigned on a per family basis. Volunteer Obligation will be entered by October 21st of the current season.

NOTE: Volunteer Obligation Hours for families with multiple swimmers are based upon the swimmer participating in the highest-level group by October 21st of the current season. **EXAMPLE:** A family with one swimmer in the Senior I group and one swimmer in the Senior IV group will have a Volunteer Obligation of 40 hours (Senior IV group requirement).

VOLUNTEER HOURS AND TIMING AT AWAY MEETS:

- 1) Timing is an important part of the commitment of the sport of swimming. When you enter your swimmer in a meet, you are also agreeing to time at that meet as part of the meet entry. Volunteer hours will not be awarded for timing at away meets.
- 2) Sign-ups for timing are posted on the website approximately one week prior to each meet. Parents are expected to sign up for one hour each day you have a swimmer competing. If you sign up for or are assigned a timing shift and fail to show for your timing shift, you will be charged \$100.00 for a NO SHOW.
- 3) A \$100.00 penalty fee will be assessed to each swimmer entering meet(s) not listed on the SCSC Meet Schedule posted online.
- 4) A \$200.00 penalty fee will be assessed to each swimmer entering as an unattached swimmer into meet(s) not listed on the SCSC Meet Schedule posted online.

Parent Signature: _____ Date: _____

Parent Name (Printed): _____

Please print below: Swimmers Name, Group

Attachments:

- Parent Code of Conduct Agreement
- Swimmer Code of Conduct Agreement

Santa Clara Swim Club Parent's Code of Conduct

The purpose of a code of conduct for parents is to establish consistent expectations for behavior by parents. As a parent/guardian, I understand the important growth and developmental support that my child's participation fosters. I also understand that it is essential to provide the coaching staff with respect and the authority to coach the team. I agree with the following statements:

- I will always set the right example for our children by demonstrating sportsmanship and showing respect and common courtesy to the team members, coaches, competitors, officials, parents, and all facilities.
- I will get involved by volunteering, observing practices, cheering at meets, and talking with my child and their coach about their progress.
- I will refrain from coaching my child from the stands during practices or meets.
- I understand that criticizing, name-calling, use of abusive language or gestures directed toward coaches, officials, volunteers, and/or any participating swimmer will not be tolerated.
- I will respect the integrity of the officials.
- I will direct my concerns first to my child's direct swim coach; then, if not satisfied, to the appropriate supervisor.
- I will actively participate in fundraising and team events, ensure my child is timely for practices and competitions, provide support to the coaching staff and positively reinforce the coaching staff's instructions and advice as they pertain to my child.
- I will insist that my child refrain from using tobacco, drugs or other prohibited substances, abusive or foul language, violence, inappropriate sexual conduct, or any behavior that is deemed dishonest, offensive or disrespectful to themselves or others.

I understand the above expectations and that my failure to adhere to them may result in disciplinary action, including termination of my Santa Clara Swim Club membership.

Parent Signature(s)

Date

