

SWIM SCHOOL APPLICATION FORM

☐ NEW STUDENT ☐ RENEWING STUDENT

	FIRST NAME	SURNAME	MEDICAL CONDITIONS	AGE	DATE OF BIRTH	LEVEL
1						
2						
3						
4						

PARENT/GUARDIAN NAME (IF UNDER 16): _____

MOBILE NUMBER: _____ EMAIL: _____

ADDRESS: _____

POSTCODE: _____

EMERGENCY CONTACT: _____ MOBILE: _____

LESSON TIME PREFERENCES Please list as many preferences as possible

	STUDENT 1		STUDENT 2		STUDENT 3		STUDENT 4	
	DAY	TIME	DAY	TIME	DAY	TIME	DAY	TIME
1								
2								
3								
4								
5								
6								

COMMENTS:

If the above times/days are not available, would you like us to allocate the closest possible time? ☐ YES ☐ NO

☐ I have read and agree to the Margaret River Swim School Terms & Conditions (back of page)

APPLICANT SIGNATURE: _____ DATE: ____/____/____

STAFF SIGNATURE: _____ DATE: ____/____/____

1. PUBLIC HOLIDAYS

No swimming lessons will be conducted on Public Holidays.

2. CONTINUOUS PROGRAM & STAGE PROGRESSION

The Margaret River Swim School operates as a continuous, year-round program. Lessons break during each school holiday period and resume in Week 2 of every school term. Classes run during all other weeks throughout the year. Students can progress to the next stage at any point, once they've successfully met the advancement criteria. When ready to move up, families will be offered available options for the next stage. If a student cannot move up immediately due to scheduling or availability, we may extend their current stage to include elements of the next level where possible. This extension period is limited to a maximum of 3 weeks.

3. DIRECT DEBIT ENROLMENTS & FEES

All bookings (except for holiday short course programs) are made by Direct Debit only. Direct Debit is by credit card, debit card, or bank accounts, and will occur every two (2) weeks. It is important that your financial institution has enough funds to cover your Direct Debit amount. Payment is made two (2) weeks in advance. All direct debit fees are absorbed by the Shire of Augusta Margaret River, with the exception of failed payment fees. Missed or failed payments will incur a \$14.80 failed payment fee, charged directly by Ezidebit. Direct debits commence on Monday of your first lesson week, and will then run fortnightly until enrolment is cancelled. Lesson fees are subject to change at any time per the Council endorsed Schedule of Fees and Charges.

4. HOLIDAY SHORT COURSE PROGRAMS

Holiday short course programs require upfront payment for the course upon enrolment. Holiday short course programs are not on a direct debit program.

5. TIMETABLE

The timetable will remain fairly consistent all calendar year, with only a minor review each school holidays. The timetable will undergo detailed review in the December / January holidays, and special consideration to timetable changes will be given between the change of winter and summer sport seasons.

6. ADMINISTRATION FEE - KIDSPORT

A \$20 administration fee may be deducted from reimbursement of Kidsport payments. The administration is payable and deducted if families enrol and pay for lessons prior to Kidsport approval. Please notify us if you have applied for Kidsport so we can manually hold a place as opposed to enrolling and seeking reimbursement. For continuous program, the Kidsport application amount is to be chosen by parent / guardian as there is no fixed term fee.

7. TERMINATION OF LESSONS

Notification in writing is required when cancelling lessons. Your Direct Debit payment will cease if notification in writing of cancellation of lessons is received 48 business hours prior to the next Direct Debit. Cancellation requests must be made in writing to swimschool@amrshire.wa.gov.au. If withdrawing due to medical reasons we will action your cancellation as soon as we receive notification in writing and a copy of a medical certificate.

8. MISSED LESSONS & HOLD CLASS OPTION

Replacement lessons cannot be provided for lessons missed during your enrolment with the Swim School. Families will have a maximum of 4 suspension weeks per calendar year, per child (reduced rate for absence). If you are unable to make lessons, we must receive notification in writing of suspension request, 48 business hours prior to the next Direct Debit. A reduced \$5 class fee will apply to suspended "hold class" weeks. Suspension requests must be made in writing to swimschool@amrshire.wa.gov.au.

9. CHANGES TO BOOKINGS

Students can sometimes be enrolled into an inappropriate level initially. Additionally instructors and administration staff monitor age and skill requirements of students to also ensure appropriate level ability. Consequently it is sometimes necessary to move students to another class.

10. MINIMUM NUMBERS AND CLASS CONSOLIDATIONS

All classes must have a minimum number enrolled in order for them to operate. If you enrol for a class that does not achieve the minimum number of enrolments, you will be offered an alternative class. Additionally classes may be consolidated or instructors changed at the discretion of the Swim School.

11. ENTRY CARDS

The entry card issued at your initial enrolment is valid for life. Please do not dispose of your entry card unless you will not be returning to the Swim School. Lost cards will incur a \$5.00 replacement fee. Entry cards must be scanned at the pool entrance prior to every lesson. Refusal of entry may occur for non-presentation of cards. Each card admits the child into the lessons and records attendance. Additional siblings/children not participating in lessons will be required to pay a swim fee if using the pool facilities.

12. PARENTAL SUPERVISION - WATCH AROUND WATER POLICY

It is a condition of entry that all children under the age of 12 must be accompanied by a parent or guardian whilst at the Centre. Children under the age of 12 will not be accepted into lessons if a parent or guardian is absent. Children must be collected by a parent or guardian over the age of 16 at the conclusion of every lesson. Children under the age of five who swim before and/or after their lessons must be accompanied in the water and within arm's reach, by a person over the age of 16. Children in the care of Margaret River OSHC are exempt from parent / guardian supervision. Please refer to OSHC policy.

13. COMMUNICABLE DISEASES

A person suffering from any skin infection or other communicable disease will be excluded from lessons for the safety and wellbeing of other participants and teachers at the discretion of the Swim School. Examples include, but are not limited to: Herpes Simplex (Cold Sores); Varicella (Chickenpox); Rubella (German Measles); Enteroviruses (Hand, Foot and Mouth Disease); Pediculosis (Head Lice); Impetigo (School Sores); Morbilli Virus (Measles); Mumps; Conjunctivitis; Diarrhoea and/or Vomiting; Tinea (Ringworm); Parvovirus B19 (Slapped Cheek Syndrome); Pertussis (Whooping Cough); Human Papilloma Virus (Plantar Warts).

14. SWIM PANTS / NAPPY POLICY

The health act states that all children that usually wear a nappy are required to wear some form of aqua nappy if swimming in a public facility. In addition to this, the aquatic centre's policy is any child under the age of 4 are also required to wear swim pants / aqua nappy. Please ensure that your children are suitably attired if they fall into this category for the comfort and safety of all patrons. Lesson refusal will occur if students are found in breach of this policy with no refund or credit for missed classes. Swim pants and aqua nappies are available for purchase at the reception desk.

DIRECT DEBIT - CONDITIONS OF AUTHORITY

I understand that the Shire of Augusta Margaret River (Margaret River Swim School) accepts the order only upon the following conditions, namely:

- I/We authorise the direct debit user to verify details of the mentioned account with my/our Financial Institution.
- I/We authorise you until further notice in writing to arrange for funds to be debited from my/our account described in the schedule mentioned at the financial institution identified, any amounts which the Shire of Augusta Margaret River (Margaret River Swim School) may debit through the Direct Debit/Credit Card system.
- The Financial Institution may, in its absolute discretion, determine the order of priority of payment by it of any moneys pursuant to this request of any authority mandate. The Financial Institution may, in its absolute discretion, at any time by notice in writing to me, terminate this Request as to future debits. The Shire of Augusta Margaret River (Margaret River Swim School) may, by prior arrangement and advice to me, vary the amount or frequency of future debits. Funds will be available to meet such periodical payments at such times as they fall due. The Shire of Augusta Margaret River (Margaret River Swim School) is under no obligation to debit the account on the days nominated as mentioned, and may, at its sole discretion, debit the account on any other day that is nominated as the day for debiting the account.
- Clients must notify the Shire of Augusta Margaret River (Margaret River Swim School) in writing of cancellation at least 48 hours prior to the next due Direct Debit. Two (2) weekly payments will be debited in full when due up to the date of cancellation of lessons.
- This is an ongoing membership agreement. The agreement will continue until either you or the supplier terminates it in the way described in the agreement. If an automatic debit arrangement is in place, membership fees will continue to be debited from your credit card or account until the Shire of Augusta Margaret River (Margaret River Swim School) cancels the agreement by notifying your bank or credit provider. If you terminate the agreement or stop the automatic debit arrangement in a manner not described in the agreement, then you may be liable to the Shire of Augusta Margaret River (Margaret River Swim School) for damages for breach of contract.