



Chelmsford City Swimming Club Bye Laws

1. CLUB COLOURS

- a. Club Colours shall be Royal Blue, with Navy Blue and White trim.
- b. Club Colours to be worn when competing unless exemption is given by Team Manager.

2. REGISTERS

Section Secretaries are responsible for ensuring Attendance Registers are kept for all sessions for their section. Registers should be kept for 12 months, and copies should be sent to the Club Secretary at the end of each month.

3. CLUB EQUIPMENT

- a. Section Secretaries are responsible for club equipment used by their section and must keep an inventory of equipment in their possession.
- b. Any item of club equipment with a value of more than £50 borrowed by an individual must be signed for.

4. CLUB RECORDS

- a. With the exception of Under 9 records for 25 metre events, Club Records can only be set at the Annual Club Championships or when representing the club in a licensed Swim England competition. Under 9 records for 25 metre events can also be set at club time trials where those time trials are overseen by qualified officials.
- b. Club Records are both Age and Time dependant, with records held in the following age groups; Under 9, Under 11, Under 13, Under 16 and Open.
- c. Ages are as at the date the time is set.
- d. Applications for ratification of a Club Record must be made within 6 months of the swim.
- e. Times to be ratified by the Directors before being confirmed as Club records.
- f. Club records can only be achieved by swimmers with their No 1 ranked club as CCSC on the date of the swim.

5. COMPETITIONS

- a. Any event at which the Club is competing should have a named Team Manager, who should either be a coach; someone with Swim England Team Manager qualification and/ or someone who holds a current enhanced DBS checked with Swim England.
- b. The Team Manager is responsible for swimmers at any competitive event and also for travel arrangements to and from events where travel is arranged by the Club.
- c. At events swimmers must not leave pool side without Team Manager's permission.



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- d. Swimmers wishing to make alternative travel arrangements to that arranged for the team, either to or from the venue of the event, must inform the Team Manager/travel organiser and have their request approved.

6. CLUB CHAMPIONSHIPS

- a. The Club Championships will take place each year on a date set by the Board of Directors.
- b. Notice for the Club Championships shall be posted on the Club's Website and also sent by email to all members at least one month before closing date of entries. Notices must include programme of events, dates, times, venues, how to enter, fees, and closing date for entries.
- c. Entries must be made on-line .
- d. There shall be no swimming for times.
- e. Ages as at the last day of competition.
- f. All Competitors to be fully paid up members of Chelmsford City Swimming Club.
- g. Events and Programme to be decided by the Directors.
- h. Swimmers must have CCSC ranked as their No1 club at the time of swim, unless they are a member of our Artistic or Waterpolo section.

7. FEES

No club member shall be allowed to participate in club sessions / lessons if fees are more than fourteen days in arrears.

8. CODES OF CONDUCT

All members must adhere to any "code of conduct", "anti-bullying", "safeguarding" and "equality" policies that the Board of Directors has seen fit to implement.

9. TROPHIES

Winners of the following trophies to be decided by the Board of Directors:

- a. Major Contributor of the Year "To be won by a person who perhaps would not be capable of winning other club trophies, but who had throughout the year, given their very best to serve the club".
- b. Club Volunteer of the Year – Competitive Swimming
- c. Club Volunteer of the Year – Masters
- d. Club Volunteer of the Year – Artistic Swimming
- e. Club Volunteer of the Year – Water Polo



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10. PARENTAL ATTENDANCE ON POOLSIDE

The Board of Directors reserves the right to request that a parent/guardian should remain on poolside whilst the member is in the pool if they feel that this is in the best interests of the child and other children.