



## REGISTRATION CHECKLIST 2009/2010

<b>Swimmer's Name</b> _____			(Registrar's Use Only)	
<b>REGISTRATION FORMS</b>				
<input type="checkbox"/> Policy Information - Part 1 of 7				
<input type="checkbox"/> Registration - Part 2 of 7				
<input type="checkbox"/> Health Information - Part 3 of 7				
<input type="checkbox"/> Consent for Use of Personal Information and Photo Release - Part 4 of 7				
<input type="checkbox"/> Participation Agreement for Alberta Synchro - Part 5 of 7 (Provided in Person, not available on-line)				
<input type="checkbox"/> Swimmers Code of Conduct - Part 6 of 7				
<input type="checkbox"/> Parents Code of Conduct - Part 7 of 7				
<b>ANNUAL FEES</b>				
Please make all cheques payable to: <b>NOVA SYNCHRO CLUB</b>				
<input type="checkbox"/> Volunteer Deposit	1 Cheque <b>UNDATED</b>	\$300		
<input type="checkbox"/> Registration Fee	1 Cheque <b>dated current</b>	Pre-comp \$6	Competitive \$70	
Program Fees				
<input type="checkbox"/> <b>10 Cheques</b> <b>dated 1st of each month,</b>  <b>OR</b>  <input type="checkbox"/> <b>1 Cheque</b> <b>dated current</b>	<input type="checkbox"/> Pre-comp (1x/wk)	\$47.50 monthly	\$475 for year	
	<input type="checkbox"/> Tier 1 (2x/wk)	\$90 monthly	\$900 for year	
	<input type="checkbox"/> Tier 2 & 3 (3x/wk)	\$132.50 monthly	\$1325 for year	
	<input type="checkbox"/> Tier 4 & 5 (4x/wk)	\$170 monthly	\$1700 for year	
	<input type="checkbox"/> Tier 6 (4x +/wk)	\$200 monthly	\$2000 for year	



Box 52038, Edmonton, Alberta, T6G 2T5  
[novasynchroclub@yahoo.com](mailto:novasynchroclub@yahoo.com)

## **Policy Information – Part 1 of 7**

**PLEASE NOTE:** Nova's Privacy Information Policy can be found in the Parent Handbook on the Nova Website. Any questions should be addressed to the President of the Nova Synchro Swim Club.

The personal information collected in the following forms will be used only for the following purposes:

- creating and maintaining records about applications for and obtaining registration as a Member for Nova Synchro Club and Synchro Alberta;
- creating emergency contact lists with contact and health information for the Head Coach for practices and competitions and for the Head Chaperone for out of town competitions;
- creating the club roster with Contact Information for communication purposes;
- use of photographs or audiovisual material for the purposes of promoting the club;
- tax receipts.

**The information requested on this form is considered confidential by the Nova Synchro Swim Club Executive and will be treated accordingly. Should you have questions about the collection of personal Information, please contact the President.**

I acknowledge that I have read the policy information and agree to the terms of use of the information provided in the following registration forms.

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Signature of Parent/Guardian or of Participant (if aged 18 and over)

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Date



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## Registration Form – Part 2 of 7

PLEASE PRINT CLEARLY

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_

DATE OF BIRTH (M/D/Y) \_\_\_\_\_ AGE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ POSTAL CODE \_\_\_\_\_

HOME PHONE NUMBER \_\_\_\_\_

E-MAIL ADDRESS (Parent's ONLY) \_\_\_\_\_

- Returning Nova club swimmer
- Coming from another Synchro club \_\_\_\_\_
- Or other swim experience \_\_\_\_\_

Please check the Tier level your daughter is registering in this **2009/2010** season.  
**CHECK ONLY 1 OPTION.** See program information page for details.

- Pre-competitive (1x/week)
- Tier 1 (2x/week)
- Tier 2 (3x/week)
- Tier 3 (3x/week)
- Tier 4 (4x/week)
- Tier 5 (4x/week)
- Tier 6 (4x/week plus additional training)

**The fees for the above and the registration fee must be submitted with your forms.  
Please refer to the club Handbook for Parents and Swimmers.**

Are you interested in Extra Routines? (Fees **NOT** required at this time.)

- Solo
- Duet

NAME OF PARENT (Please Print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



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### Health Information – Part 3 of 7

The information requested on this form is considered confidential by the Nova Synchro Executive and will be treated accordingly. It is requested in order to assist the Executive, Coaches and Chaperones in acting in the BEST interests of your daughter. Contact the Registrar directly if any corrections or changes are required. PLEASE PRINT CLEARLY.

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_

ALBERTA HEALTH CARE NUMBER \_\_\_\_\_

**EMERGENCY NUMBERS: (Only 1 phone number each)**

Mother's Name \_\_\_\_\_ Phone # \_\_\_\_\_

Father's Name \_\_\_\_\_ Phone# \_\_\_\_\_

Other Contact \_\_\_\_\_ Phone# \_\_\_\_\_

Doctor's Name \_\_\_\_\_ Phone# \_\_\_\_\_

**Due to strict pool regulations regarding any medical condition, allergy or needed medications, for any swimmer using the UofA facility please fill out the following information carefully:**

Swimmer medical conditions: \_\_\_\_\_

Swimmer medications: \_\_\_\_\_

Swimmer allergies: \_\_\_\_\_

Like in school, coaches want to create the best learning environment possible for your daughter. Please indicate below if there are any learning or behavioral challenges we should be aware of:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**WILL YOU PERMIT CHAPERONES TO ADMINISTER LIGHT REMEDIES?**  
Specifically - Aspirin, Ibuprofen, Advil, Tylenol, Motrin, other.

YES \_\_\_\_\_ NO \_\_\_\_\_

**NAME OF PARENT (Please Print)** \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



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## CONSENT FOR USE OF PERSONAL INFORMATION AND PHOTO RELEASE – PART 4 of 7

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_

PARENT'S NAME \_\_\_\_\_

I, the participant and/or parent/guardian, authorize Synchro Alberta and Nova Synchro Club to collect and use personal information about me or my child/ward for the purpose of receiving communications from Synchro Alberta and Nova Synchro Club and posting articles of interest, newsletters, promotions, rosters, statistics, images and results on Synchro Alberta's and Nova Synchro Club's website.

Furthermore, I, the participant and/or parent/guardian, grant permission to Synchro Alberta, Synchro Canada and Nova Synchro Club to photograph and/or record my or my child/ward's image and/or voice on still or motion picture film and/or audio tape, and to use this material to promote Synchro Alberta, Synchro Canada and Nova Synchro club through the media of newsletters, websites, television, film, radio, print and/or display form. I understand that the audio/visual material and copyright will remain the sole property of Synchro Alberta, Synchro Canada and Nova Synchro Club and I waive any claim to remuneration for use of audio/visual materials used for these purposes.

I understand that I may withdraw such consent at any time by contacting Synchro Alberta's Privacy Officer. The Privacy Officer will advise the implications of such withdrawal.

I understand this document will be kept on file and apply for the duration of my daughter's continual membership with the Nova Synchro Club.

\_\_\_\_\_  
Signature of Participant (if aged 13 and over)

\_\_\_\_\_  
Signature of Parent/Guardian (if under 18)

\_\_\_\_\_  
Date

*\*We do not sell or distribute your personal information to any other third party not listed herein.\**

## ACCEPTANCE OF TERMS AND CONDITIONS

In consideration of the acceptance of my or my child/ward's membership in Synchro Alberta, Synchro Canada and Nova Synchro Club, I, the participant and/or parent/guardian, agree as follows:

1. To abide by the policies, rules and regulations of Synchro Alberta, Synchro Canada and Nova Synchro Club.
2. I have reviewed the waiver/participation agreement (Part 4 of 5) and my signature affixed hereto indicates my agreement with such waiver/participation agreement.
3. I accept sole responsibility for my child/ward's personal possessions and athletic equipment.

I acknowledge that I have read this registration agreement in its entirety and that I have executed this registration agreement voluntarily.

\_\_\_\_\_  
Signature of Participant (if aged 13 and over)

\_\_\_\_\_  
Signature of Parent/Guardian (if under 18)

\_\_\_\_\_  
Date

**NOTE: Part 5 of 6 is the Synchro Alberta Participant Agreement or Provincial Waiver form. Please return both white and yellow copy. This is a carbon form; please print firmly. Thank you.**



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## Swimmers Code of Conduct - Part 6 of 7

1. Obey the conduct rules of the facility, and obey the lifeguard at all times.
2. Arrive for practices prior to start time in order to fill water bottles, prepare equipment. Be properly dressed for all land training and have required team gear for all pool training sessions.
3. Notify the Coach in advance if you will be delayed or absent for any practices. Report illness or injury as soon as possible.
4. Pay attention to instructions given by coaching staff.
5. Create supportive atmosphere in both training and competitive settings.
6. Behave in an appropriate manner at all times; older swimmers are expected to be positive role models for the younger swimmers and to set a good example of behaviour.
7. Co-operate with coaching staff, and treat the Coaches, other swimmers, and facility staff in a respectful manner.
8. Refrain from physical contact resulting in abuse, (e.g. severe pinching, using objects to inflict pain and/or injury). Such behaviour will not be tolerated.
9. Respect the property of others.
10. Use appropriate language, and do not display a disrespectful attitude by using profanities or obscene language or gestures to any other club member, competitor, official, or spectator.
11. Respect your body, and refrain from the use of banned substances, alcohol and illegal drugs.
12. When at competitions, abide by the rules of conduct as described in the Nova Handbook for Parents and Swimmers.
13. Never accept money or other consideration to interfere with or affect the outcome of a competition.
14. Represent yourself correctly on entry forms, and do not attempt to enter a competition for which you are not eligible, by reason of age or any other reason.
15. Act in a sportsmanlike manner.
16. Attend practices, competitions and extra training as stated in the Nova Handbook for Parents and Swimmers.
17. Behave as a goodwill ambassador of the Nova Synchro Club whenever participating in competitions or representing the Nova Synchro Club.

**I have read and understand fully the above expectations and will abide by them as a member of the Nova Synchro Swim Club.**

\_\_\_\_\_  
Signature of Swimmer

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date



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## **PARENT'S CODE OF CONDUCT – Part 7 of 7**

The Nova Synchro Swim Club is committed to providing swimmers of all abilities the opportunity to achieve their personal best as individuals, athletes, and team members in a club environment that values respect, dedication, and sportsmanship. To achieve our mission, parents, swimmers and coaches must work together. The Nova Synchro Swim Club ensures a safe and supportive environment for all members of the club by clearly defining expectations and consequences for non-compliance. Parents are important role models and will abide by the following code of conduct. Remember that your child learns more from your actions than your words.

1. I/We will treat parents, swimmers, coaches, officials, and fans with respect at all times. I/We understand that inappropriate conduct such as any written, verbal or physical behaviour that is deemed to be aggressive, intimidating or either racially or sexually discriminatory; behaviour that does not respect facility rules and regulations; and any other behaviour that poses a threat to the safety and well-being of others will not be tolerated.
2. I/We will encourage discipline in my swimmer by ensuring punctuality and attendance for all practices and competitions as defined in the *Nova Handbook for Parents and Swimmers*.
3. If my child must miss a scheduled practice, event during a competition or required team activity due to illness or injury, I/We will notify the Coach by telephone or e-mail as soon as possible. I/We understand that more than two unexcused absences or three unexcused cases of tardiness for any activity within a one-month period will lead to disciplinary action.
4. I/We will encourage team commitment in my swimmer by scheduling vacations so as not to interfere with regular practices or prior to the competition season. Should my child be absent for an extended period, it will be at the discretion of the Coach and Head Coach whether my child will continue as an active member of the team or swim as an alternate.
5. If I/we have a concern, I/we will talk to the coach at the appropriate time and place, i.e., never immediately before or during a practice or competition. I/We will respect the protocol of communication as outlined in the *Nova Handbook for Parents and Swimmers*.
6. I/We will refrain from entering the pool deck during practices or competitions unless entrusted with a specific task or role approved by the Head Coach, or in the case of a competition, approved by the Meet Manager or Head Referee.
7. I/We will reinforce the club's drug and alcohol free policies with my child. I/We will also refrain from use alcohol and other drugs when acting as a chaperone for out-of-town competitions.
8. I/We will demonstrate good sportsmanship by appreciating efforts made by other swimmers in the club and by swimmers of other clubs.
9. When acting as a chaperone during out-of-town competitions, I/we will abide by the policies as described in the *Nova Handbook for Parents and Swimmers*.
10. I/We will comply at all times with the Objects, Bylaws of the club, as well as the policies as adopted and amended by the Nova Synchro Club executive.
11. I/We will behave as a goodwill ambassador of the Nova Synchro Club whenever participating in club activities including executive meetings, special events, and competitions or when representing the Nova Synchro Club in the community.

I/We understand that a disciplinary process may be initiated by any member of the club (swimmer, parent or coach) through a formal complaint in writing addressed to the Club Executive and the Head Coach. The formal complaint must be dated, provide the particulars of the incident(s) with the date(s) of the alleged incident, and signed.

The Board will establish a discipline committee that will include the President and three (3) other members of the Executive and the Head Coach. A decision shall be by majority vote. I/We understand that failing to abide by this code of conduct, I/we will be subject to disciplinary action that could include, but is not limited to the following:

- Removal from the current event including a practice, club activity or executive meeting.
- The receipt of a written warning of parental suspension\*
- Issuance of a parental suspension for the entire season
- No refunds on any payment installments made to the club
- Termination of membership from the club with no refunds on any payment installments made to Nova Synchro Swim Club

*\*Parental Suspension is defined as the act of prohibiting the parent from watching practices, competitions or club activities in which their child/children are participating for a defined period of time. Parental suspensions will be provided in writing with the terms of the suspension defined.*

I/We have read all of the terms and conditions of the Parent Code of Conduct

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Parent signature

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Parent signature

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Print name and Date

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Print name and Date

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Witness signature

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Print name and Date