

Swim and Dive School Policy

Overview

The Firbank Swim and Dive School (FSDS) offers an exceptional program which caters for all levels of swimming ability from beginners to open national level.

Whilst FSDS strives to maintain teacher to student continuity where possible, continuity cannot be guaranteed from term to term or lesson to lesson. FSDS reserves the right to cancel or change classes and instructors or to move students if the need arises. The FSDS instructor's duty of care does not begin until the students class commences and ends when the class is complete. All FSDS instructors are Austswim qualified and all staff are required to have a current Working with Children Check.

Young children must be supervised while attending the pool area and are not permitted to play within other areas of Firbank Grammar School including but not limited to the gymnasium. Students should not attend lessons if they are suffering from contagious illnesses such as vomiting, diarrhoea, conjunctivitis etc. It is compulsory for students to wear a swimming cap during all lessons. FSDS recommends students wear tight fitting swimwear eg. Speedos, not board shorts and rash vests as these can hamper swimming.

General Pool Rules

- Listen carefully to all instructions
- Do not enter the water unless instructed to do so by a staff member/coach
- Do not run on pool deck or seating area
- Do not push anyone into the pool
- Do not dive in the shallow end of the pool
- No "rough play – ducking others" in the pool
- Do not sit on lane ropes

Swimming Pool Emergency Procedure

- Whistle – all students are required to leave the water and move to the seating area
- On hearing the whistle – other staff to report to the pool deck to assist
- Pool deck telephone to be utilised to call appropriate assistance
- For minor first aid cases – a signed First Aid Kit is located on the pool deck
- Incident Report Form to be complete by those involved as soon as practicable

Footwear

The pool deck, change rooms and pool entrance can become slippery, in particular at high volume times such as swimming carnivals. Therefore appropriate footwear eg. Rubber soled, flat shoes are strongly recommended for all people entering the pool deck and surrounds.

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Make up Classes

- Students are not required to give notification of lesson absence or a reason for absence
- Where possible one make-up lesson (in lieu of lesson absence) per student, per term, can be taken within the enrolled term
- Make up lessons can be booked through reception and are generally scheduled to occur in the last two weeks of term.
- FSDS cannot guarantee that make-up lesson times will be available to suit your needs
- Non-attendance at a booked make-up class may be liable for a booking fee of \$5.00

Behaviour Policy

- FSDS instructors reserve the right to remove any students, who are deemed to be acting in a dangerous or disruptive manner, from any lesson at any level
- Classification of dangerous and disruptive behaviour is at the discretion of the instructor
- A student will be given a verbal warning and asked to sit poolside for a short period before being removed from a lesson
- A student will be removed from a lesson in the event that the dangerous or disruptive behaviour is not rectified after a verbal warning has been received. A student will not be eligible to participate for the remainder of that lesson, once they have been removed.
- To avoid disruption during the class, parents are requested to direct any queries directly to the Swim School Manager

Payment

- Payment in full for general term based lessons is required no later than the last week of preceding term
- All holiday programs must be paid in full two weeks prior to holiday program, commencing
- Unpaid fees after the first week of term will result in lesson bookings being cancelled

Filming/Photography/Privacy

Parents are more than welcome to take personal family photos of their children, however, it is requested that the privacy of other patrons be respected and photos of them are not taken.

Child Safety

Firbank is committed to the protection of all children and keeping them safe from harm. Parents/adult carers of Swim School students are requested not to utilise the school changing rooms if in use by school students. Toilets are available for adults in the Centre for Creative Arts (CCA).