

Swim School Enrolment Form 23/24



If you need help lodging your form, contact us	
Email	swimschool@manlyaquatic.com.au
Phone	02 8495 5005
Address	1 Kenneth Rd, Manly NSW 2095

Office use only	
Form ID	4083
TRIM Ref.	
Last updated	August 2023

Privacy Protection Notice	
Purpose of collection	For Council to provide services to the community
Intended recipients	Northern Beaches Council staff
Supply	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/Correction	Please contact Customer Service on 1300 434 434 to access or correct your personal information

Part 1: Parent Details

Title	<input type="radio"/> Mr <input type="radio"/> Mrs <input type="radio"/> Ms <input type="radio"/> Other		
First Name			
Last Name			
Address			
Mobile Phone		Date of Birth (dd/mm/yyyy)	
Email			
Alternate Emergency Contact			
Phone Number		Relationship to Student	

Part 2: Child/ren Details

Have your children been enrolled with us previously?	Yes	No	Yes - Intensives
Child 1: Full Name			
Date of Birth (dd/mm/yyyy)	Age	Gender	Medical Conditions
Office use			
Class Level	Day	Time	Student No

Part 2: Child/ren Details Continued

Child 2: Full Name							
Date of Birth (dd/mm/yyyy)		Age		Gender		Medical Conditions	
Office use							
Class Level		Day		Time		Student No	

Child 3: Full Name							
Date of Birth (dd/mm/yyyy)		Age		Gender		Medical Conditions	
Office use							
Class Level		Day		Time		Student No	

Part 3: Declaration

Declaration and Signature			
<p>By signing this application form I agree to accept, abide with and otherwise comply with the Terms and Conditions of Use set out hereunder and to all the Rules and Regulations (present and future, as in force from time to time) of the Manly Andrew 'Boy' Charlton Aquatic Centre and consent to the provision of any personal information relating to myself contained on this form.</p> <p>I understand my payments are fortnightly and will automatically continue until I provide 14 Days written notice to discontinue lessons and I completely understand all policies for Missed Lessons and Suspensions.</p>			Initial
I have read and understand all terms and conditions regarding the Swim School Program (See Page 3). (Please Tick)			
I have completed the Swim School Ability Questionnaire for all children over 3 years. (Please Tick)			
Signature			Date

Part 5: Terms and Conditions

Terms and Conditions

To ensure that every participant receives the maximum benefit from the programs and services at the Centre, please take the time to read through the following Learn to Swim Terms & Conditions, relevant to the Manly Andrew 'Boy' Charlton Swim School.

General Conditions

Members must complete all the required forms before commencing lessons. All participants must abide by general terms and conditions of the Swim School Program. Management reserves the right to refuse entry, suspend or cancel a membership without refund, or request any person to leave the premises if that person does not behave in a responsible manner, uses abusive language, is under the influence of drugs and/or alcohol or does not adhere to the general conditions of entry. Every effort will be made to adhere to the timetable but Manly ABC reserves the right to change and alter classes as necessary.

Supervision

Parents are not permitted to leave children under the age of 10 unaccompanied at any time while they are in the Centre, including during a Swimming Lesson. Children must be accompanied by a guardian 18 years or over at all times. Entry for 1 spectator per child is included in the price of the lesson. Additional spectators are required to pay an entry fee.

Payment of Fees

Swim School Memberships are debited fortnightly in advance from your selected bank account will show on your statement as Northern Beaches Council. There is a 7-day cooling off period from your first lesson. There is no refund for any monies paid in advance.

All dishonoured payments will incur a penalty fee. More than 3 outstanding payments will result in cancellation of lessons.

Missed Lessons

To minimise disruption, the Swim School does not offer make up lessons. In the event of a missed lesson you are eligible to receive a Family Practice Pass, for you to enter the pool free of charge on your next non-lesson visit. The Centre must be notified via email 30 minutes prior to your lesson to advise us that you will not be attending to receive a Family Practice Pass. There is a maximum of six Passes per calendar year. These are not able to be tacked on the end of your enrolment period. Passes will be valid until December 31st each year. All passes are to be utilised by the allocated expiry date or they become void. Passes allow entry for 5 people (max of 2 adults).

Suspension

Maximum of 4 weeks suspension per Calendar year is available. 14 days written notice via email is required. Further details can be found via the swim school page on the website. A \$5 fee per week per enrolment will need to be paid instead of the normal lesson charge.

Cancellations

Minimum of 14 days' written notice is required to cease lessons. No refund will be given for any monies paid in advance unless a medical certificate or proof of relocation is provided (needs to be more than 25kms from the Centre to qualify). Refund will be calculated from the date the Swim School is notified. During the cancellation period you are not eligible for any missed lesson options unless a medical certificate, travel documents or relocation documents are provided.

Reception and Access

All swim school members must swipe or present their card at reception every time they attend the Centre. A replacement fee will be charged for lost cards. Pool entry for the student and 1 spectator is included on the day of your lesson. Students may swim before and after their lesson. If the spectator wishes to swim they are required to pay an upgrade at reception. Swim school members are to advise of any changes in address, email or phone numbers. Swim school members are to understand that the facilities are available to the general public and not exclusively to the members.

Healthy Swimming and Swim Attire

Appropriate, clean and suitable swimming attire is required for entry to the pool and swimmers should shower prior to entering the pool. Children below the age of 3 years must wear a suitable swim nappy with tight fitting waist and leg bands. Disposable and/or cloth nappies are not permitted. Non-compliance will result in you being asked to leave the lesson to put a swim nappy on. Constant non-compliance may result in cancellation of lessons.

****Accidents can happen:** Any "accidents" result in closure of the pool for a minimum of 5 hours for water quality treatment once cleaning has been completed. This doesn't only affect your lesson but all lessons after it and also members of the community wanting to utilise the pools.

****Be Mindful:** The pool is a warm and fun atmosphere and small children that may be newly toilet trained can still get distracted in this type of atmosphere and forget to let you know they need to go to the toilet. It is recommended that you regularly take your children to the toilet during your visit and aqua nappies are changed regularly.

Events

Please Note that the Centre is a large multi-purpose facility and may be used for sporting events throughout the year. During these periods there may be disruptions to the availability of the Centre for swimming lessons. The Centre will use its best endeavours to accommodate all users of the Centre during these periods; however in some circumstances cancellations may be necessary. The Centre will make every effort to keep you informed of potential disruptions or cancellations throughout your child's enrolment in the Swim School program.