



## **MEMBERSHIP POLICY**

### **Welcome to Santa Barbara Swim Club!**

We are so pleased you and your child have decided to join the Santa Barbara Swim Club! We hope it will be an exciting and enriching experience both in and out of the pool.

The primary objective at SBSC is to instruct and train our membership in the skills of swimming and to offer competitive opportunities and healthy fitness in a safe environment. Good sportsmanship, individual integrity, and team play are all valued character objectives for SBSC members.

The SBSC coaching staff is composed of men and women who are all certified USA Swimming coaches and lifeguards. Additionally, all SBSC swim team events maintain the service of a dedicated non-coaching lifeguard to ensure the safety of all participants in the water.

SBSC coaches encourage athletes to strive for their greatest potential and lead the program with that goal in mind. Since the founding of the club in 1964, SBSC athletes have been successful at the local, state, national, and international level in the competitive sport of swimming. SBSC has produced Olympians, World Champions, NCAA Champions, National Records, Southern California Records, CIF Champions, and Channel League Champions. SBSC alumni often continue their competitive swimming careers at D1, D2, and D3 universities across the country.

Santa Barbara Swim Club is a non-profit, 501(c)3 organization, run by a volunteer Board of Directors. All members are welcome at each monthly board meeting and encouraged to become involved in supporting the team by attending these meetings, volunteering at meets, and assisting with other team activities.

The Santa Barbara Swim Club Coaches & Staff, Board Members, and seasoned parents are eager to assist and support you and your swimmer as they begin their swim journey.

Welcome to the SBSC Family!



## SWIM ASSESSMENT

New swimmer assessment is by appointment only. To schedule an appointment, please visit the Google Calendar (found under *Join Our Team*) on our website [www.sbswim.org](http://www.sbswim.org). All assessments are done at our Los Banos del Mar location. Your swimmer **MUST** be assessed in order to be placed on the team.

After the assessment, you will be emailed a registration link to complete the process. This will include registering with the team, acknowledging SBSC's terms/conditions/waivers, paying for current tuition, and paying for a USA Swimming Premium Membership.

## OPEN DOOR POLICY

If questions or problems arise, the lines of communication between parents and coaches are always open. For swimming related concerns, please contact your child's coach or our Head Coach, Mike Bechtholdt at [coachmike@sbswim.net](mailto:coachmike@sbswim.net). For any administrative questions or concerns, please contact the office at [swimoffice@sbswim.net](mailto:swimoffice@sbswim.net). For contact information for all coaches and board members, please refer to our website [www.sbswim.org](http://www.sbswim.org).

## GENERAL GUIDELINES

Supervision of swimmers before and after practice – Swimmers should not be dropped off any earlier than 15 minutes before practice. Parents are asked to supervise their children before and after practice. Running is not allowed on the pool deck or in the parking lot. Parental supervision is especially important in these areas. Please do not leave siblings unattended during practice times. The coaching staff cannot be responsible for anyone other than their group during practice times. We ask, for your child's safety, that all swimmers are to remain inside the gate until they are picked up after practice.

- Restrooms - Due to the possibility of theft and other issues, we recommend that swim bags not be left unattended in the restrooms. Locks may be used on lockers only during practice times and may not be left overnight at any of our facilities. Due to the drought, showers are to remain short.
- Weather - Swim practice is held rain or shine. In the event of lightning, the coaches, or lifeguards will direct the swimmers to exit the pool.
- Water Bottles - Due to the possible damage to the pool's equipment from plastic water bottles and their labels, only reusable water bottles are allowed on the pool deck.
- Pool Deck - Only the following areas are designated as spectator seating. For the safety of our swimmers, please do not sit or stand in any other areas of the pool deck during practice. Los Banos - Aluminum bleachers along the fence on the parking lot side of the pool and benches along the wall on the office side of the pool in the shallow end only. UCSB - The bleachers on the south side of the pool and the covered area by the shallow end of the pool on the south side, if it is not being used by camps. Please move to the bleachers if asked.



### **START UP FEES**

When you join Santa Barbara Swim Club for the first time, you can expect to pay the following fees:

- a) Training Dues: This is a monthly fee which covers your training. This fee will either be paid in full (if joining prior to the 15th of the month) or will be prorated (if joining after the 15th of the month).
- b) USA Swimming Registration: This fee is a non-refundable fee.

### **ANNUAL USA SWIMMING REGISTRATION FEE**

All Santa Barbara Swim Club members are charged this fee and it is non-refundable. Fees are set by USA Swimming and are subject to change.

### **INVOICE POLICY**

Membership with Santa Barbara Swim Club includes all financial obligations to the team from the date of application until the termination of membership. These obligations include monthly training fees, swim meet fees, team travel fees, as well as incidentals (merchandise). Monthly fees are invoiced and due on the first of the month, and must be paid by the 10th of the month to avoid a late fee. Late fees are applied on the 10th of the month.

### **LATE FEE POLICY**

In the event your payment is declined, please make an immediate alternate payment. If an alternate payment is not made within 10 days, a \$10 late fee will be added to the account and your swimmer will be kept out of the water. SBSC will make every attempt to contact you via email if there is a registration or payment problem, but the onus is on you to make sure your account is in order.

### **PAYMENT OPTION**

All payments must be made via credit card or debit card. We do not honor American Express. The process will work as follows: When you register for the first time you will open/create an account with Santa Barbara Swim Club on our secured server. A credit card or debit card must be placed on file at that time. Santa Barbara Swim Club does not accept tuition payment by check. On the first(1st) your card will be charged for training dues, as well as any other incidentals (merchandise, swim meets, etc). There is absolutely nothing you need to do except read your invoices.

### **PAYMENT METHODS**

Santa Barbara Swim Club only accepts credit card, debit card or direct checking account withdrawal payments for tuition and other payments. We cannot accept personal checks, money orders or cash. We do not honor American Express. All payments are done online via auto pay set-up.

We understand there are those who are still concerned about identity theft and on-line purchases. The alternative to not using your personal credit cards or debit cards is a prepaid debit card. This is a safe



way to pay for Santa Barbara Swim Club tuition or any other on-line purchase. The card is not linked to your bank account or any credit cards and your risk/exposure is non-existent.

### **FAMILY ASSISTANCE**

Santa Barbara Swim Club does offer assistance to dedicated swim families with economic issues. Assistance is short term and requires a contract of commitment. Contact our swim office for information:

[swimoffice@sbswim.net](mailto:swimoffice@sbswim.net)

### **MULTI SWIMMER DISCOUNT**

Santa Barbara Swim Club offers a \$40 discount for families with more than one active swimmer (Pre-Comp group is exempt from this discount). This discount will be applied to the monthly invoice. Discounts are not retroactive.

### **PRORATES**

Proration for late enrollment begins after the midpoint of the session. Swimmers enrolling before the 15th of the month must pay full dues. Swimmers enrolling after the 15th of the month will be charged for half of the monthly dues. There will be no prorating regardless of the number of days actually swum. There are no prorates for pool closures due to unforeseen circumstances. Swimmers will be moved to available pools until the problem is fixed and can be returned to their regular pool location.

### **PROMOTIONS**

If your swimmer is promoted in the middle of a month, you will not have to pay an adjusted fee. Your new fee schedule will begin with the next invoice.

### **REFUNDS**

Santa Barbara Swim Club will not offer refunds once payment has been processed. However, in extenuating situations, the Board of Directors will review written requests on an individual basis. Refunds or prorations will be considered for extenuating circumstances only. Usually outside documentation (e.g., a doctor's note) is required. The annual USA Swimming registration fee is non-refundable.

Approved refunds (minus a \$25 administration fee) will be issued by crediting the card on file. When this is not feasible, approved refunds will be issued by check and mailed to the account holder. All canceled check fees will be the account holder's responsibility (i.e., refund check lost, stolen, misplaced).



### **CREDIT FOR ILLNESS**

Credit for illness will only be considered once a swimmer is out for two weeks or more and a doctor's note **MUST** be brought to the office at the time of the request. The credit will be for no more than two(2) weeks, no matter the length of time the swimmer is out. We will hold a swimmer's spot in his/her class for no longer than 4 weeks (this includes the first two weeks a swimmer is out). At the end of four(4) weeks if a swimmer is not able to come back, we will suspend the account. Swimmers are allowed two credits maximum per swim year - October through September.

### **LEAVE OF ABSENCE**

Leaves of absence will be granted for periods exceeding 30 days. We do not offer proration for a partial month leave of absence. Full payment during vacations or leaves of less than thirty days is expected. All leaves must be requested via e-mail by the 15th of the month prior to the month you plan to take leave. You must receive a confirmation prior to the first day of the month in which the leave commences. All invoices must be paid in full prior to your leave of absence.

### **DETACHMENT FROM THE CLUB**

Swimmers who do not register with Santa Barbara Swim Club surrender all privileges that come with Santa Barbara Swim Club membership including the right to attend practice and special events regardless of when they left the club. The only exception would be swimmers who have graduated and are in college. Swimmers who take a break from the club are welcome to return at any time. If returning after more than six(6) months, a new swim assessment test will be required. Swimmers (and their parents) who leave Santa Barbara Swim Club and join another Southern California Swimming swim club must meet with the Head Coach prior to readmission. Readmission to the club will be at the Head Coach's sole discretion and could be contingent on certain guidelines.

### **TERMINATION**

Santa Barbara Swim Club is based on a month-to-month membership. Once you are registered you remain automatically registered from one month to the next. During that time, if you find that you want to leave the club it is up to you to notify the club of your intended departure.

Members who are terminating their membership voluntarily are expected to notify the club via email before the first of the month, or will be billed for that entire month.

The club may terminate an athlete's membership if their fees are not paid in full and on time unless alternate arrangements have been made. Membership may also be terminated for infractions of club or USA Swimming policy. The Board of Directors may terminate membership of any family at their discretion. If your swim



membership is terminated by the Board Of Directors for disciplinary reasons, you will not receive a refund for any portion of the month missed.

Once notified, SBSC will terminate your membership effective the 1st day of the next month. From that point forward your club membership will be categorized as “canceled” and you will not receive any emails from the club. In addition, you will not be invoiced or billed any further.

To request a termination of your account, email [swimoffice@sbswim.net](mailto:swimoffice@sbswim.net). Please include your name, your swimmer(s) name(s), and your reason for termination. All invoices must be paid in full prior to your termination. Telling your coach will not terminate your account.