



# MANDURAH SWIMMING CLUB

**MSC POLICY 08**

**TIMEKEEPING AT SWIM MEETS & CLUB NIGHTS  
POLICY**

**DATE: 21 OCTOBER 2021**

| DATE       | NAME        | CHANGE         | APPROVE   | REVISION |
|------------|-------------|----------------|-----------|----------|
| 21/10/2021 | Cadell Buss | Issued for Use | Committee | 0        |
|            |             |                |           |          |
|            |             |                |           |          |



Time keeping is part of the duty that the club must fulfil at every Swim Meet.

It is a requirement that parents assist with the timekeeping duties allocated to the Club at Swimming WA sanctioned meets. As per SWA policies, each club is allocated duties based upon the number of athletes they have competing in the meet.

Only enter your child for a swim meet if you are committed to attend.

All families will get a minimum of 1 slot to fulfil on the day. This may be more depending on allocation of slots over the day and the number of swimmers that the club has entered for the day. The ratio of duties to Swimmers varies at each event.

A roster will be circulated to parents via Team App, the MSC closed Facebook group and at times via email.

Just some points to remember:

- 1) Once the roster is complete, it is your responsibility to make any necessary changes with other parents.
- 2) If you need to leave by a certain time or are arriving late, it is your responsibility to inform the Volunteer Coordinator 7 days prior to the event.
- 3) If your child is no longer going to be attending the meet it is your responsibility to make arrangements for your timeslot to be fulfilled.
- 4) If you, the parent, are not going to be attending the event and another parent is going to be taking your child to the event, then it is your responsibility to arrange the cover for your timeslot.
- 5) Please be aware that while every effort is made to allocate volunteer duties around your children's events, there will be times when you are required to fulfil duties after your child has finished.

If you would like any further information, please speak or email the Secretary at [secretary@mandurahswimmingclub.com.au](mailto:secretary@mandurahswimmingclub.com.au).