# AUSTSWIM Swim School Recognition Application Form

**By completing this application form your swim school will have applied for registration as an AUSTSWIM recognised swim school.**

**If you application for registration is approved by AUSTSWIM, your swim school will:**

- be listed on the AUSTSWIM web site under the AUSTSWIM Recognised Swim School section;
- receive an AUSTSWIM code of practice certificate to display at the venue;
- receive AUSTSWIM promotional material to promote your AUSTSWIM swim school recognition;
- receive a discounted price to advertise employment through SPORTSPEOPLE and www.sportspeople.com.au;
- have access to the use of the AUSTSWIM Qualified Teachers Logo (refer to section 4, point 5 for how to apply);
- be listed as a recognised swim school on specific promotional material in AUSTSWIM course packs and in trade/expo's promotional material; and
- receive discounts for advertising in AUSTSWIM's quarterly e-magazine; Aqualife.

AUSTSWIM will notify your swim school if it the application is successful. AUSTSWIM reserves the right to not recognize a swim school as being part of AUSTSWIM.

**How to join**

1. **Please read and complete section 1 to 4 of this application form.** Please make sure your handwriting is clear and easy to read.

2. In completing this application form you must agree to abide by the AUSTSWIM Code of Practice outlined on page 4 of this application form. Please ensure you read of this information to make sure your swim school fulfills all of the requirements.

3. Please return by post to **AUSTSWIM, Po Box 139, MULGRAVE VIC, 3170** or fax to (03) 9562 6450.

## Section 1: Venue Details

1. Please print all details clearly.
2. Note the swim school name, street address, phone number, email address and web site will appear on the AUSTSWIM web site, swim school locator and other related promotional material.

| | | |
|---|---|---|
| **Contact Person:** | | |
| **Venue Name:** | | |
| **Swim School Name (if different to above):** | | |
| **Postal Address:** | | |
| | **State:** | **Postcode:** |
| **Street Address:** | | |
| | **State:** | **Postcode:** |
| **Phone:** | **Fax:** | |
| **Email:** | | |
| **Website:** | | |

## Section 2: Promotional Material

The following promotional material will be provided to you for once your application has been approved.

☐ A3 Become a Teacher of Swimming and Water Safety Poster
☐ AUSTSWIM course information brochure
☐ Square Stickers of AUSTSWIM Qualified Teachers Logo
☐ A4 Printable Poster
☐ AUSTSWIM Code of Practice certificate for display
☐ Parents information brochure

AUSTSWIM Limited – ACN 097 784 122
8/21 Howleys Road
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PHONE (03) 9562 7900, FAX (03) 9562 6450
EMAIL: info@austswim.com.au
www.austswim.com.au

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## Section 3: AUSTSWIM Teachers employed by the venue

Please print clearly AUSTSWIM teachers the venue employs for swimming and water safety programs. If you require additional space please copy this form and attach. Alternatively please attach an alternative list providing all details requested below. Note as per AUSTSWIM Code of Practice on page 4 to be eligible for this recognition scheme you must only employ AUSTSWIM teachers in the swimming and water safety programs (this includes infant and preschool programs).

| | | | AUSTSWIM Certificate the teacher holds (tick) | | | | |
|---|---|---|---|---|---|---|---|
| **Name** | **AUSTSWIM no.** | **Expiry Date** | **TSW** | **Infant** | **PWD** | **TCS** | **Adults** |
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**Section 4: Application and Declaration**

I…….....……..……[insert name] of

……..[insert swim school name] ("the Swim School") hereby apply for registration under the AUSTSWIM Swim School Recognition Scheme. In so applying and in consideration of my application for registration being accepted **I acknowledge and agree** that:

1. **"AUSTSWIM"** for the purposes of this application and declaration means and includes AUSTSWIM Limited, its members (including the Business Centre's) and where the context so permits, their respective directors, officers, members, servants or agents.
2. **I have provided the information required on this Application Form (sections 1, 2, 3 and 4).** I warrant that all information provided is true and correct and that I am authorized to make this application by and on behalf of the Swim School.
3. **This document cannot be amended.** If I do amend it my application for registration of the Swim School will be null and void. It cannot be accepted by AUSTSWIM.
4. **AUSTSWIM Swim School Recognition Code of Practice for the Teaching of Swimming and Water Safety ("AUSTSWIM Code")**: I acknowledge that if the Swim School's application for recognition as an AUSTSWIM Recognized Swim School is accepted, the Swim School is required to comply with the AUSTSWIM Code as amended from time to time. A copy of the AUSTSWIM Code is attached to this Form and may be viewed from the AUSTSWIM website at www.austswim.com.au, or a copy can be requested from the AUSTSWIM office. I also acknowledge that, in addition to the AUSTSWIM Code, there may be other policies of AUSTSWIM which I must adhere to as a condition of recognition with AUSTSWIM. I acknowledge that AUSTSWIM will notify me of such policies from time to time. I acknowledge that if I or the Swim School breach the AUSTSWIM Code (or other policies of AUSTSWIM of which I have been notified) that disciplinary action may be taken against the Swim School which may result in the Swim School's deregistration as an AUSTWIM Recognized Swim School.
5. **AUSTSWIM Logo**: If the Swim School's application for recognition as an AUSTSWIM Recognized Swim School is accepted:

(a) AUSTSWIM will grant to the Recognised Swim School a non-exclusive, non-transferable, royalty-free licence for the Term to use and reproduce the AUSTSWIM Qualified Teachers Logo (set out below and as otherwise amended by AUSTSWIM from time to time) solely for the purpose of promoting the Recognised Swim School. For the avoidance of doubt, the AUSTSWIM Logo cannot be used in conjunction with any merchandise, promotional material, fundraising appeal or activity, or any product.

(b) The Recognised Swim School must submit each application of the AUSTSWIM Logo to AUSTSWIM for approval prior to use. AUSTSWIM shall be required to respond to any such request for approval within five business days.

(c) The logo must be reproduced without alteration or modification. The guidelines set out in the "AUSTSWIM Marketing Style Guide" document provided to Recognised Swim Schools must be adhered to at all times. This document will be provided to the Recognised Swim School once the application has been approved by AUSTSWIM.

(d) The Recognised Swim School acknowledges that all right, title and interest in the AUSTSWIM Logo is vested in AUSTSWIM and remains the property of AUSTSWIM. No right, title or interest in the AUSTSWIM Logo will pass to the Recognised Swim School.

(e) Should the Recognised Swim School not maintain their AUSTSWIM recognition they will be required to immediately cease all use of the AUSTSWIM logo on all promotional material (which includes, but is not limited to, material that is already printed which must be immediately withdrawn from circulation). AUSTSWIM reserves the right to conduct audits to ensure this has been carried out.

(f) AUSTSWIM is to be written in capital letters at all times ie AUSTSWIM.

Abiding by these conditions of use is a condition of AUSTSWIM providing permission to use the AUSTSWIM Logo. Where a Recognised Swim School fails to fulfil requirements of these conditions, AUSTSWIM reserves the right to immediately withdraw approval for that Recognised Swim School to use the AUSTSWIM Logo and to require that Recognised Swim School to, amongst other things, immediately withdraw from circulation all existing promotional material which displays the AUSTSWIM Logo.

6. Privacy: I understand that the information I have provided overleaf is necessary for the Swim School's application as an AUSTSWIM Recognized Swim School and for the objects of AUSTSWIM. I acknowledge and agree that the information will only be used by AUSTSWIM to advise me of matters relating to the Swim School's application as an AUSTSWIM Recognized Swim School and to provide me with promotional material from AUSTSWIM sponsors and third parties. I understand that I will be able to access my information through AUSTSWIM. If the information is not provided my application for recognition of the Swim School may be rejected. I acknowledge that if I do not wish to receive promotional material from AUSTSWIM sponsors and third parties I must advise AUSTSWIM in writing.

**I have read, understood, acknowledge and agree** to the above declaration.

Signed: ..... Date: .....

Name: ..... Position: .....

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## AUSTSWIM Swim School Recognition Code of Practice for the Teaching of Swimming & Water Safety

**Objective of this code:**
To promote the values of AUSTSWIM by:

- Encouraging public confidence in aquatic education.
- Publicising AUSTSWIM's expectations of its teachers.
- Showing that AUSTSWIM teachers accept a standard of practice.
- Providing a benchmark for appropriate behavior.
- Promoting the participation of all Australians in safe and enjoyable swimming and water safety programs conducted by qualified personnel.

**This Swim School has agreed to:**

- Employ **only** AUSTSWIM qualified teachers who hold the appropriate AUSTSWIM Certificate to instruct swimming and water safety programs. Please note: AUSTSWIM may conduct random verification checks.

**This Swim School has further agreed to:**

- Follow AUSTSWIM guidelines relating to safety, class ratios, emergency procedures and duty of care. Refer to the AUSTSWIM web site for a copy of relevant guidelines.
- Abide by established standards for aquatic facility safety.
- Display the AUSTSWIM logo and other promotional material provided by AUSTSWIM as part of this Swim School Recognition Scheme – ideally visible in the entry/foyer of the facility.
- Promote and deliver only safe and enjoyable aquatic activities.
- Show concern for the health, safety and welfare of participants and colleagues.
- Enhance water safety knowledge while developing swimming, water safety and survival skills.
- Provide a planned and sequential program of aquatic skill development based on individual participant needs.
- Not engage in any conduct (or permit any staff of the Swim School) to engage in any conduct which is:
- Contrary to the provisions of the AUSTSWIM Constitution, by-Laws or any resolution or determination of AUSTSWIM;
- Unbecoming of a registered AUSTSWIM swim school or prejudicial to the objects and interests of AUSTSWIM or swimming instruction generally; or
- Likely to, or has bought, AUSTSWIM or swimming instruction into disrepute.
- Provide equal opportunity for all to learn swimming, water safety and survival skills by:
  - Modifying the program to cater for those with disabilities, adult learners and those with injuries.
  - Ensuring that all persons under tuition are treated with courtesy and respect deserving of all people, irrespective of individual differences and needs.
  - Refrain from any discriminatory practices by treating everyone equally.
  - Represent AUSTSWIM and the swimming and water safety teaching industry in a professional manner.
  - Extend professional courtesy to staff, industry colleagues, participants and parents.

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