



Albany Leisure & Aquatic Centre (ALAC) Swim School Enrolment Form

PARENT / GUARDIAN DETAILS:

Name:		
Address:	Suburb:	Postcode:
Email:		
Home No:	Mobile No:	Business No:
Emergency Contact:		
Relationship to Student:	Phone No:	
Preferred method of contact: <input type="checkbox"/> Email / <input type="checkbox"/> Mobile / <input type="checkbox"/> Postal	Preferred contact time: _____AM / _____PM	

CHILD/REN DETAILS & LESSON PREFERENCES:

1st Student Name:		Date of Birth:	Age:
Medical Conditions:			Swim Stage:
Preference 1 – Day / Time	Preference 2 – Day / Time:	Preference 3 – Day / Time	

2nd Student Name:		Date of Birth:	Age:
Medical Conditions:			Swim Stage:
Preference 1 – Day / Time	Preference 2 – Day / Time:	Preference 3 – Day / Time	

3rd Student Name:		Date of Birth:	Age:
Medical Conditions:			Swim Stage:
Preference 1 – Day / Time	Preference 2 – Day / Time:	Preference 3 – Day / Time	

ALAC Swim School staff will contact you should your first preference not be available.

City of Albany

102 North Road, Yakamia WA 6330 | PO Box 484, ALBANY WA 6331

Tel: (08) 6820 3000 | Fax: (08) 9841 4099 | Email: staff@albany.wa.gov.au | Website: www.albany.wa.gov.au

Albany Leisure and Aquatic Centre

Swim2Survive Swim School Terms and Conditions

Swim School Terms

The Albany Leisure and Aquatic Centre Swim School program follows the Western Australian Department of Education School Terms.

Timetable Release

Timetables are released before the enrolment period opens allowing parents/guardians time to consider the class options. Timetables will be posted on the City of Albany's website, ALAC Facebook page and emailed to existing students. We do not accept enrolment forms over this period.

Enrolments

Enrolment periods and application forms are posted on the City of Albany's website. Enrolment application forms must be fully completed and are required for each child participating in the program. You will receive notification once placement has been processed, prior to term commencing.

Preferences

Parents/Guardians are requested to provide 2 preferences on the enrolment application form should your first class preference not be available. We cannot guarantee that you will secure your preferences.

Class Allocations

Students are placed into classes subject to availability at the time of enrolment. ALAC Swim School Staff have the authority to re-allocate your child to another class as required.

Lesson Fees

Full payment of enrolment fees is required prior to your child commencing swim lessons. Payment Arrangements are available on application, with a \$50 deposit at time of enrolment, to hold your child's placement. All parents opting for a Payment Arrangement must have fees paid in full prior to week two (2) of the start of term. If payment has not been received in full prior to week two (2), the placement will be issued to another student. Lesson fees are payable at ALAC.

Centre Access

Swim School cards are issued to each student upon registration and students are only issued one card, which is re-activated each term. Replacement cards are available at the cost of \$2 each. Spectators are provided free access and are required to obtain a spectator pass from reception. All swimming persons must pay on entry. Please do not use the disabled access gate or emergency exit near the café when entering the pools.

Refunds/Credits

Parents/Guardians need to consider all factors that may affect a student's enrolment. Refunds will only be issued for extenuating circumstances, you will be requested to provide documentation and they are not cash refundable. Payment Plan deposits are not cash refundable unless under extenuating circumstances.

Illness/medical conditions

In the event of an illness resulting in a student not being able to attend a lesson, a credit will be issued upon the provision of a medical certificate. All illnesses that are identified as contagious must be reported to the Swim School Team. If your child is unwell, please do not bring them to class.

Extenuating Circumstances

Refunds or credits can be issued for extenuating circumstances such as; funerals, relocation to another town, medical conditions, redundancy. The Swim School Coordinator will review your request on an individual basis.

Photography at the Centre

Permission to take photos or videos of your child while participating in one of the centres swimming lessons, needs to be obtained from the Swim School Staff. It is important to remember that other parents/guardians may not wish to be photographed.

Swim Wear

All students are required to wear appropriate swimwear while attending classes and all children that are not toilet trained are required to wear an aqua nappy while in the pool.

Conditions of Entry

It is a condition of entry that any child under the age of ten (10) years must be accompanied by an adult over the age of sixteen (16). Children under five (5) years, swimming at the centre, must remain within arm's reach of an adult and wear a 'Watch around Water' arm band.

RISK WAIVER AND DECLARATION

I agree to my child's participation in the Swim School Program. In the case of an emergency, I authorise staff, where it is impractical to communicate with me, to arrange for my child to receive such medical or first aid treatment as may be deemed necessary. I also undertake to pay or reimburse costs, which may be incurred for medical attention or ambulance transport while my child is enrolled in the Swim School Program. I understand that although the City of Albany and its service providers attempt to minimize any risk of injury within practical boundaries, accidents do happen and all physical activities carry the risk of personal injury.

I have read and agree to the Terms and Conditions, and the Risk Waiver. Yes / No.

The City of Albany will not be responsible for any injury suffered by either participant or non-participant members of the group while using facilities: (a) whether the injury be self-inflicted, (b) caused by another member of the group, or (c) caused by another person not associated with the group.

The City of Albany will not be liable in any way for any loss of, or damage to the property of members of the group, whether members or non-members of the group cause the loss or damage.

The above does not apply to the extent that any injury, loss or damage is caused or contributed to by the wilful negligent or other unlawful act of the City of Albany.

Signed(Parent/Guardian)_____ Date_____

Please indicate PAYMENT TYPE:	EFTPOS	CASH	CHEQUE	MASTERCARD	VISA
Card Holders Name					Staff use only
Card No:			Expiry Date:		Date Client Notified:
Signature:	Amount: \$			Staff Initials:	