



South West Sports Centre

SWIM SCHOOL ENROLMENT FORM

Endorsed by the Royal Life Saving Society Australia.

Date Received:
Time Received:
Staff Member:

Please tick the Term you would like to enrol in: Term 1 Term 2 Term 3 Term 4
 Please tick enrolment type: Re-enrolment New or Previous Enrolment

Student Name	M/F	Age	Date of Birth	Swim Level for booking	Office Use	Key Tag Member #
1.						
2.						
3.						
4.						

MEDICAL CONDITIONS: please specify any existing medical conditions or disabilities that will/could affect the students swimming – please specify level: Mild, Moderate or Severe:

Student's Name: _____ Medical Conditions: _____
 Student's Name: _____ Medical Conditions: _____
 Student's Name: _____ Medical Conditions: _____
 Student's Name: _____ Medical Conditions: _____

Have your contact details changed since your last enrolment? NO: Go to Lesson Preferences
 YES: Go to Contact Details

CONTACT DETAILS:

Parent/Guardian's Name: _____ Email: _____
 Postal Address: _____ Post Code: _____
 Home No: _____ Work No: _____ Mobile No: _____
 Emergency Contact Person: _____
 Relationship to student: _____ Phone: _____

LESSON PREFERENCES:

If we cannot allocate one of the preferred days/times would you like us to **(please tick one)**:

Allocate the closest possible day and time Phone you with possible options

	Student 1		Student 2		Student 3		Student 4	
	Day	Time	Day	Time	Day	Time	Day	Time
1 st								
2 nd								
3 rd								

How did you hear about us?

Website Referred by friend Newspaper Already a member Other: _____

IMPORTANT INFORMATION

Please see over the page for Terms & Conditions and Payment details

STAFF USE ONLY

<input type="checkbox"/> Student/s have been entered onto booking grids	Date: _____	Staff Initial: _____
<input type="checkbox"/> Student/s have been entered onto Gladstone	Date: _____	Staff Initial: _____
<input type="checkbox"/> Enrolment confirmation has been sent	Date: _____	Staff Initial: _____
<input type="checkbox"/> Credit card payment has been processed	Date: _____	Staff Initial: _____
<input type="checkbox"/> Key Tag has been issued	Date: _____	Staff Initial: _____

TERMS AND CONDITIONS

South West Sports Centre

1. Payment of Fees

Full payment is required at the time of enrolment. Booking is not confirmed until receipt of payment is received.

2.1 Lesson Cancellations

Unfortunately some lessons are cancelled due to circumstances beyond the control of the centre. In such a case, you will be issued a with a credit to the value of the cancelled lesson/s

All credits must be redeemed for swim school enrolments the following term.

2.2 Make-Up Lessons: We do not offer replacement lessons for missed classes during the term.

2.3 Absence from lessons due to illness: If your child is ill and consequently misses a lesson, upon receipt of a doctor's certificate we are able to give a credit to be redeemed for next terms enrolment. It is important that we are notified in advance if your child is going to be absent from a lesson.

2.4 Refunds: Refunds are only provided for medical reasons (medical certificate must be provided) or relocation (proof of relocation required). Requests for refunds must be accompanied by relevant cancellation form and will only apply when the student withdraws from the programme for the remainder of the term. **All refunds will incur a \$25.00 administration fee.**

3. Membership Key Tags (Swipe Cards)

Upon payment for your lessons, each student will be issued with a key tag membership swipe card. This will be activated for each term of enrolment. The card needs to be used to gain entrance to pool deck. Failure to produce this card may result in casual entry admission for the student being charged. Please retain your card from term to term, even if you do not enrol every term. There will be a fee for any replacement card issued of \$25.00

3. Nappy Policy

All children **under the age of 4 years** are required to wear a swimming nappy at all times whilst using our aquatic facility. This is in accordance with the SWSC Policy, and is in place to prevent accidents happening, which require us by Law to close the pool for up 8 hours.

4. Re-Enrolments

Re-enrolment forms must be completed for each new term.

5. Supervision

Children under 4 years and under must be accompanied in the water with an adult at all times. Swim Instructors may request parents of older children to accompany them into the water if it is deemed to be in the child's best interest. Students under 13 will not be admitted to lessons unless a parent/guardian is at the centre during the lesson.

6. Teacher/Class Preferences

We cannot guarantee the same instructor will teach your child/ren every term, or that you will be offered your preferred lesson day and time. We do endeavor to accommodate as many requests as possible.

Use of Photography

7.1 By the Centre

The South West Sports Centre reserves the right to take and use photographic material for promotional purposes both internally and externally. If you do not agree with the use of photographic material of your child/children, please indicate this below on the enrolment form.

7.2 By Patrons

In accordance with the SWSC Policy, patrons under no circumstances are permitted to use photography in the vicinity of our aquatics facility.

Risk Waiver & Declaration:

I acknowledge that participation in any South West Sports Centre programme undertaken by myself, other family members and/or visitors is at our own risk. I understand that no liability of personal injury, loss or damage to personal effects is accepted by South West Sports Centre or its employees whilst attending this programme. I acknowledge and comply with South West Sports Centre's Terms and Conditions.

Do you give permission for your child/ren to be photographed by us for promotional purposes

YES / NO

I do not wish to receive promotional material regarding news, events, special promotions and information pertaining to the South West Sport Centre.

OPT OUT

Signature: _____

Date: _____

PAYMENT:

Total Payment Required: \$ _____

Cash

Eftpos

Cheque/Money Order (payable to City of Bunbury)

Visa

Mastercard

Address: 1 Rotary Drive, Hay Park, Bunbury

Swim School Phone: 9795 2251

Centre Phone: 9795 2222

Fax: 9795 7184

Web: www.southwestsportscentre.com.au