



## **By-Laws of Dover Life Guard Club as at: 21<sup>st</sup> November 2023**

### **1. Club Colours**

The colours of the Club shall be Black and White.

### **2. Executive Officers**

The Executive Officers of the Club shall be the Chairperson, General Secretary and Treasurer.

Also, the Committee shall consist of nine other members being:

Competitions Secretary, Learn to Race Secretary,  
Life Saving / Open Water Secretary, Masters Secretary,  
Membership Secretary, Workforce Co-ordinator.

All Committee members must be not less than 18 years of age though the Committee may allow younger member(s) to attend their meetings without power to vote.

#### **Welfare Officer.**

The Executive Committee shall appoint a member of the Club as a Welfare Officer who must be not less than 18 years of age, who should have an appropriate background and who is required to undertake appropriate training in accordance with Swim England Child Safeguarding courses. The Welfare Officer will have a right to attend Executive Committee meetings without a power to vote.

Under the 7.6 of the Club Constitution, In addition to the members so elected the Executive Committee may co-opt up to 3 further members of the Club who shall serve until the next Annual General Meeting. Co-opted members shall be entitled to vote at the meetings of the Executive Committee and shall not be counted in establishing whether a quorum is present.

### **3. Club Captains**

DLGC shall elect a maximum of two Club Captains and two Vice Captains each year.

Those swimmers wishing to be considered for these roles should get a nomination pack which includes a nomination form from the Head Coach, Coaching Team, Discipline Section Heads or General Secretary. They should seek a proposer and seconder, from the membership who have

voting rights, to support their application. The proposer & seconder should not have familial connections with the nominee. The application should be passed to the Secretary by the date specified.

The candidates are also invited to prepare a short summary to support their nomination (100 words maximum) but this is optional.

The candidates will be considered by the Swimming Sub Committee, Head Coach, Coaching Team and Discipline Section Heads who will make recommendations on each candidate's individual suitability based on attendance, attitude, compatibility and examples to others.

These nominations and recommendations will go forward to the Executive Committee for consideration at their November meeting. The Executive Committee will select the most suitable candidates by secret ballot.

In the event of multiple candidates the one with the second highest votes will be invited to take the role of Vice Captain. In the event of a tie between candidates, the Chairperson shall exercise a casting vote.

In the event of the anyone on the Swimming Sub Committee, Head Coach, Coaching Team or any Discipline Section Head, the Executive Committee or the Chairperson having familial connection with any candidate they shall take no part in the selection process nor be present.

The candidates should be advised of the result as soon as possible. The result is officially announced at the AGM, their term of office begins from the 1st January to 31st December and they receive their plaque & T-shirt at Awards Night.

If a swimmer is unable to continue with the required role of captain for any reason they should resign and the vice captain would take over the full role. The roles of Captain and Vice Captain will be reviewed after 3 months and 6 months to ensure they are contributing fully to their role as laid down in the Club Captains job role. Anyone not fulfilling their role may be stood down from the role.

#### **4. Club Championship**

Swimmers can only enter Club Championships if they have been a member of the club for more than two weeks prior to the event which they wish to enter. There will be no exceptions to this by-law.

Open Water swimming has its own challenges and difficulties from that of pool swimming. Therefore, anyone wishing to take part in the Open Water Club Championships must satisfy the following criteria:

To take part in any Open Water Club Championship event a swimmer **MUST** have successfully completed a minimum of 2 training sessions, both of which must be a longer distance than the event they wish to take part in and in the Open Water Secretary's judgement is competent to take part.

## **5. Voting Rights**

Members of the club aged 16 & over, who have paid their own membership or are voluntary helpers who have paid the sum of £1 for voting rights, can vote at the Annual General Meeting or a Special General Meeting providing they have paid the appropriate sum by the 8<sup>th</sup> October.

Vice Presidents have voting rights, Honorary Life Vice Presidents do not have voting rights unless they have paid the sum of £1.00 eight weeks prior to the AGM'.

## **6. Photography / Videoing**

The Club membership form includes a declaration that allows swimmers /parents to opt out of any photography or videoing which may take place as part of Club activities. Any videoing which is undertaken by the coaching team as a tool for effective stroke technique training, must be kept under lock and key when stored. Any footage taken must be destroyed within 6 months of being shot.

Anyone wishing to carry out video zoom or close-range photography taken on any type of camera or recording device (including mobile phones) must do so in accordance with Swim England Wave Power 2016-2019. These conditions also apply to swimmers poolside.

## **7. National / International Swimmers**

This applies to pool swimmers and open water swimmers who achieve the respective qualifying times and actually swim in the English National competitions or International competitions representing DLGC. The Club will award those swimmers a 'Nationals' T shirt and plaque and 'Internationals' a plaque.

This by-law is not retrospective.

## **8. Outstanding Performance**

DLGC recognises that reaching full potential in sport for exceptionally high achieving performers requires extra support. The Club is therefore prepared to consider contributing to additional personal funding for individuals that represent the Club at National level competitions.

The Head Coach may be asked to advise the Executive Committee on the Swimmer's achievement, performance, dedication and attitude to training and overall conduct.

Financial support may be available for entry fees to competitions, and help towards travel and accommodation costs and other swimming related

activities or costs.

The Executive Committee's decision will be final and non-appealable.

## **9. Non attendance to swimming sessions**

Swimmers are required to notify their coach or teacher if they will be absent from their allocated session for more than 3 weeks.

Those swimmers who are absent and fail to notify their coach or teacher will lose their place from the 4th week as it will be assumed they are no longer swimming that session(s). This is in order that the place can be offered to another swimmer and keep the lane viable.