



Tipperary Tiger Sharks Membership Handbook

Becoming a member

Membership of Tipperary Tiger Sharks Swimming Club is accepted at the discretion of club management, committee and Coaches of swimmers aged 8 and upwards. Tipperary Tiger Sharks is an affiliated member of Swim Ireland, registration fees are also paid annually to Swim Ireland.

The following must be completed when applying for membership on an annual basis:

1. Club membership form
2. Sign Relevant code of conduct
3. Standing order/ direct debit form if choosing to make payments in this way

Club Gear

Essential kit for training includes swimsuit, swim hat and goggles.

Other recommended equipment includes:

- Flip Flops/Sliders
- Large Water bottle
- Kickboard
- Pull buoy
- Snorkel
- Fins
- Hand Paddles
- Two pairs of goggles (in case one breaks)
- Tiger Sharks swim cap will be provided upon joining club. Additional caps available from coaches for €5
- Mesh bag to carry above to poolside

Coach/teacher will advise of other kit which may be required.

Tiger Sharks swimming hat must be worn at competition, hats are available from the Coaches

Club Ethos

It is the aim of Tipperary Tiger Sharks Aquatics Club to advance competitive swimming through training, organized competition and promotion. This will be carried out in the safe, friendly, fair and fun environment in accordance with the Child Protection Guidelines of Swim Ireland.

The safety of every member is of paramount importance. A breach of safety regulations that could, in the view of the committee lead to an injury, may result in the suspension or expulsion of that member of the club.



Membership, Fee Structure & Payment Process for 2026/2027 Season

Swim Ireland membership fees are €60 per year (September to August) with €15 being subsidised by the club. Therefore, the cost of Swim Ireland membership to our swimmers is €45. Payment can be made following the payment process detailed below.

Swimming fees should be paid a term in advance and should be calculated using the table below. Generally, the term times and weeks are...

- September to October Mid-Term (8 Weeks)
- November to December (8 Weeks)
- January to February (8 Weeks)
- March to April (8 Weeks)
- May to June (8 Weeks)

Our Treasurer (Denise Bradshaw) will send out a reminder on WhatsApp shortly before fees are due.

If you prefer to pay every 4 weeks as opposed to every 8 weeks you can arrange that with our Treasurer. The fee is €27.50 per week and that gives you access to all 3 coached swimming sessions.

If you have more than one child attending the club there is a 10% discount applicable to all fees due.

Swimming fees are to be paid by bank transfer directly into the club bank account on the Monday of the period in which you are paying for, details below. Gala entry or merchandise fees are payable as and when due and should be paid by bank transfer at your earliest convenience. To ensure continued membership and participation, please make sure all fees are paid on time, as late or missed payments may affect your swimmer's place in the club.

It is essential that you put your child's name in the reference field of the bank transfer so our Treasurer can identify who the payment is for.

The fee structure, inclusive of applied discount, effective 1st September 2025, is as follows: -

Number of Children	Fees for 4 weeks	Fees for 8 weeks
1	110	220
2	198	396
3	297	594
4	396	792

The Standing order details are as follows:

AIB Bank
Main Street
Tipperary Town
A/C Tipperary Tiger Sharks A/C No. 03292184
IBAN: IE28AIBK93532803292184 BIC: AIBKIE2D

The Club Committee shall review membership fees as required. Where an increase in pool hire or other operating costs makes this necessary, membership fees may be amended. Members will be notified of any fee changes before they take effect.



Summary of club rules

- Members should walk at all times on the pool deck and in the changing rooms
- Members should listen and obey their coaches and pool staff, and adhere to the rules of the pool
- Members should respect their coaches, pool staff, fellow members, and pool property at all times. The club does not tolerate bullying behaviour from any member
- Members should change quickly and quietly in the changing rooms
- Members should wait in the reception area to be collected and not out in the car park
- Any member selected to represent the club at any swimming event, with due notice given, shall be obliged to do so. Failure without satisfactory cause may lead to suspension
- Any members who are representing the club at any swimming event shall wear their club hat, and whilst on poolside, wear either a tee shirt or sweater, which shall be in the club colours
- Members who have less than 75% attendance, without satisfactory excuse and communicating with the club coaches/officers, will risk forfeiting their place in the following term.
- The committee shall have the power to suspend or expel from the club any member found to be guilty of unsportsmanlike conduct, or who willfully violates any club rules, or who acts prejudicial to the interests of the club
- The committee shall have the power to suspend any member of the club who fails to pay their fees within one month of the due dates

Training Standards

Be on Time

- On deck at least 5 minutes before start of session
- Do not rush in
- Be ready to focus
- Do not be disruptive
- Don't leave setup to others

Come Prepared

- Bring all your equipment and water
- Fail to prepare, prepare to fail

Do as your coach instructs

- Coach is....the coach !
- Coaches will be happy to listen and adjust as necessary
- Once the Coach decides, respect that decision and do as the Coach says

Respect your Tiger Shark team-mates

- In the pool
- In the changing rooms
- Everywhere and all the time

Tidy Up

- Look around, help your team-mates and coaches tidy up after training



Mandatory Member Participation Policy

Tipperary Tiger Sharks is managed and supported by volunteers, made up of club members. We are committed to operating the club at the highest standards and in line with our club ethos and Swim Ireland requirements. To ensure our club is successful we rely on our members' participation in mandatory training, mandatory and voluntary duties.

Parent on Duty Rota for sessions

- The rota is organised in advance on a monthly basis and communicated to all involved. Rota is available online on Tiger Sharks website at <https://tgsk.ie/member-info/parent-rota--duty>
- Contact details for all individuals on the rota will be available to coaching/teaching staff involved in the session
- The person on duty must be over eighteen, and may be an older member of the club, i.e. it does not need to be a parent. However, an athlete may not be the person on duty for their own session or squad
- The coach/teacher must be able to rely on the person on duty being present, some sessions take place at more vulnerable times e.g. early morning
- The person on duty should have a full view and hearing of the pool area
- The person on duty should not interfere with the safe coaching or teaching of the session. However, if a young person is in imminent danger the issue must be dealt with immediately
- Concerns should be brought to the coach or teacher in charge of the session or the Children's Officer following a session
- The person on duty is required to remain until all the young people have been collected. Any parent persistently arriving late or being delayed picking up their child/children should be reported to the coach/leader or the committee – this is a breach of the code of conduct and will be dealt with accordingly

Duties of the person on duty

The person scheduled to be on duty must:

- Find an alternative in the event they are not able to attend; it is the responsibility of the person scheduled to be on duty to do this
- Turn up at a reasonable time before the session starts and remain with any teaching/coaching staff until all the young people are collected
- Be in full view of the pool
- Ensure an attendance record for the session is kept
- Be aware of children leaving and returning to the pool, e.g. a child should return to the pool after visiting the toilet
- Allow the coach/teacher freedom to get on with the session – sometimes coaches or teachers need to feedback to individuals on one-to-one basis, this should be in open view
- Take note of any problems that occur – refer any issues directly to the coach or teacher in charge of the session or, if not possible, to the Children's Officer or club secretary
- Know how or where to access young people's contact details in cases of illness or emergency or in the event the session is cancelled
- In cases of emergency, help the coach/teacher by being an extra adult to supervise children or to assist with a response to the emergency



No parent on duty

It is a breach of Swim Ireland rules to not have a parent on duty for Swim Ireland sessions, either pool or dry land activities. If a person on duty does not turn up the coach/teacher will take the best courses of action to ensure the safety of the young people and themselves, this may mean cancelling the session unless a replacement is found. The person on duty who did not turn up may be subject to disciplinary action.

Voluntary roles

There are several essential roles fulfilled for club volunteers throughout the season to support the club and athletes. We welcome and encourage club members to get involved in a role that matches their skills and interests. A short description of roles is available below, please contact (tipperarytigersharkssc@gmail.com) for further information

Regional and National Competition Duty

Every club must supply officials at Gala competitions, this is based on the number of entries from the club. If you enter your child in these competitions, you will be included on the roster, in order to assist with these duties. Tiger Sharks will provide training to club volunteers as needed to ensure you are knowledgeable in the role you are required to complete. If you are interested in learning more about training opportunities, please contact a coach or committee member

Team Manager

At competitions and away trips our club provides team managers to support and safeguard our athletes. Team Managers are required to attend a team manager level 1 course, complete Garda vetting/ Access NI and safeguarding level 1. This is a rewarding role and is suitable for individuals who enjoy working with young people and busy environments.

Official

Tiger Sharks Swimming Club requires members to complete officials' level 1 and 2 courses. These courses provide you with an understanding of the rules of swimming and the role of an official at a competition. If you are interested in progressing further Swim Ireland offer additional training for individuals who act as licensed officials at competitions. This role is suitable for those with an interest in the technical aspect of the sport. The licensed officials' roles include Judge, Referee and Starter.



Code of Conduct for Young People

As an athlete, you have rights and responsibilities. The following code will help identify these for you – if you are not sure ask your parent or your Children's Officer to explain them. This is your Code, whatever your ability or wherever you take part in the aquatics. You should follow the code and encourage others to do so too.

In our sport you should:

- Be happy, have fun and enjoy taking part and being involved in our sport
- Feel safe and secure when you are taking part in our sport
- Be listened to and have a chance to reply
- Be treated with dignity, sensitivity and respect
- Have a voice in the decisions that affect you within the Club and Swim Ireland
- Say no to something which makes you feel uncomfortable
- Train and compete at a level that is suitable for your age, development and ability
- Know who you can talk to if you are upset or are uncomfortable in any way

Your responsibilities are to:

- Treat leaders, coaches, teachers, team managers, officials and parents with respect
- Respect other athletes and your opponents
- Do your best to achieve your goals; be gracious in not reaching your goals
- Be part of the team and respect and support other team members both when they do well and when things go wrong
- Never bully or use bullying actions against another person; you should never hurt other team members, athletes or your opponent, this includes never taking/damaging their property, never spreading rumours or telling lies about other young people or adults
- Take part in your sport without cheating; you are responsible for not cheating and must not allow others to force you to cheat
- Behave in a manner that is respectful towards your club, your region and Swim Ireland
- Never use violence or bad language; do not shout or argue with leaders, teammates or opposing participants – talk to someone if you are upset or angry or if someone has caused you to be upset or angry
- Set at a level for what you want to achieve with your parent and coach. You can then understand the commitment and attendance needed to achieve your goals
- Not take, or allow others to make you take, banned substances to improve your performance
- Keep to rules and guidelines set by Swim Ireland, the region and your club and make sure you understand the rules
- Abide by all additional Swim Ireland policies and protocols as introduced for clubs and regions

By signing below, you agree to your Code of Conduct. Breaking this code of conduct may result in a complaint or disciplinary action through the Swim Ireland complaints and disciplinary process.

Print Name _____

Signed _____

Date _____



Code of conduct for Parents / Guardians

You should help and support the implementation of best practice policies in your child's/children's Club by following the code below.

- Become members of the Club and contribute your time and effort in the daily running of the Club; no club can operate successfully and safely without the help of volunteers
- Understand and ensure your child/children abide by The Code for Young People
- Be available for specified duties if and when required; some duties are mandatory and form part of the procedures for safeguarding your children; some will be at the request of the Club.
- Have an awareness of and respect for Leaders and other adults and their roles within the Club
- Respect and abide by the decisions made by the Committee and other Leaders, these should be made in the best interests of the children in the Club
- Understand the complaints process and follow the proper procedure if you feel unjustly treated, with the knowledge that any complaint will be dealt with effectively and confidentially
- Know your child's training and/or competitive programme, and accept it is your responsibility for delivering and collecting your child/children. Parents/guardians should ensure they do not leave their child/children waiting unsupervised at any time
- Ensure the environment is safe and enjoyable for your child/children
- Promote fair play and the positive aspects of sport
- Be a role model for your children and young people by maintaining the highest standards of personal conduct and respectful behaviour in any activity related to the Club or Swim Ireland.
- Allow your child to focus their efforts and success in terms of their goals rather than winning being the main objective
- Promote participation for children that is fun, safe and in the spirit of fair play
- Ensure appropriate leaders are informed regarding any absenteeism, medical conditions or other relevant matters concerning your child
- Arrange an appropriate time and place for discussing any matter with leaders and coaches; communication should not take place whilst leaders and coaches are in a position of supervision or responsible for other young people
- You should have the opportunity to put forward suggestions and comments
- Provide the Club and your child with emergency contact information and to be reasonably available in case of emergency
- Abide by the procedures and policies in this document especially with regard to the use of mobile phones, any type of camera and videoing equipment.
- Be aware and abide by the Code of Ethics, this document, the rules and constitution of Swim Ireland and the rules and constitution of your own Club

Print Name _____

Signed _____

Date _____



Code for Tiger Sharks Leaders and Coaches/Teachers:

Be familiar with and follow the required procedures in the Code of Ethics, this document, Swim Ireland rules and Regional and Club rules Carry out your duties and responsibilities understanding that the welfare of children is paramount

Where relevant you should be qualified for your position and have obtained up-to-date knowledge and skills as required by Swim Ireland. Create a safe and enjoyable environment for children by:

- Planning and preparing appropriately and be positive during sessions
- Making sure all levels of participation should be enjoyable and fun,
- Prioritising skill development and personal satisfaction over highly structured competition.
- Setting age appropriate and realistic goals
- Avoiding favouritism – each child will need attention according to their sporting needs
- Praising and encouraging effort as well as results
- Showing respect for all involved, children and

adults Recognise and ensure the welfare of children by:

- Keeping attendance records
- Not exposing a child to criticism, hostility or sarcasm
- Never swearing at, ridiculing, shouting unnecessarily or arguing with a child
- Being aware of a child's developmental needs and how a child may be psychologically or physically affected (if relevant for your role)
- Working in an open environment
- Ensuring there is adequate supervision
- Involving and updating parents, especially if a problem has arisen
- Respecting a child's sensitivity to their height and weight
- Never using physical punishment or force
- Not using verbal or physical punishments or exclusion for mistakes

Do not allow or engage in bullying behaviour, rough physical games, sexually provocative games, never allow or engage in inappropriate physical contact of any kind or make sexually suggestive comments about or to a child

Co-operate with the recommendations from medical and ancillary practitioners in the management of a child's medical or related problems. You may request a certificate of medical fitness to ensure safe continued participation

Avoid carrying out any medical testing or giving advice of a personal or medical nature if not qualified to do so. Any such activity, if qualified, must only be with parent/guardian consent and the understanding of the child Keep any information in relation to a swimmer of a personal or medical nature strictly confidential unless the welfare of the child requires the passing on of this information. Never exert undue influence over a participant in order to obtain personal benefit or reward. Acknowledge the use of drugs, alcohol and tobacco is incompatible with a healthy approach to sporting activity and must be discouraged. Avoid the use of alcohol at all times whilst responsible for young people e.g. training sessions, events and on trips with young people

Print Name _____

Signed _____

Date _____



Code of Conduct for Tiger Sharks Committee Members

Be familiar with the Code of Ethics, this document, Swim Ireland Rules and any Regional and/or Club rules. Within a Club ensure and approve the appointments of Club Children's Officers (non-committee) and a Designated Person (on committee)

Carry out your required duties for Swim Ireland, Region or Club understanding that the welfare of children is paramount Follow the Swim Ireland policies and procedures so that all activities are in accordance with this document:

- Create safe environment for young people
- Ensure the codes of conduct are in place for all involved
- Provide adequate supervision for training sessions with attendance record being kept
- Recruit volunteers/employees including vetting and training is completed
- Understand and implement the complaints and disciplinary procedures
- Ensure safe induction and supervision of volunteers/employees
- Ensure other activities follow procedures e.g. away trips
- All required procedures contained in this document are adopted

Ensure complaints including rumours are not ignored and dealt with appropriately, following the relevant procedures including

- Recording all incidents
- Reporting the incident/accident or injury
- Informing the parent or guardian (if child involved)

Keep and store securely all documentation with respect to meetings, correspondence and minutes of committee meetings together with General Meetings, including the Treasurers report

Set up, maintain, revise and implement rules in the best interests of Swim Ireland, the Region or Club. Rules should not contravene any Swim Ireland rules and must be communicated to the relevant members. Ensure effective communications with members through recognised means e.g. e-mail, web posting, use of noticeboards, etc.

Inform parents/guardians in advance and obtain consent for children to be involved in events outside the normal activities within the aquatic disciplines e.g. fun day out, fundraising. Inform parents/guardians where a matter or problem arises relating to their child

Monitor with the Children's Officer any changes in membership and any unusual dropout, absenteeism or Club transfers by children or leaders. Ensure these are followed up to determine the reason for the trend. Children's Officers and Coaches must be invited to at least 50% of committee meetings per annum to report and advise the Committee. Children's Officers and Coaches/Teachers may not be appointed/elected members of the committee

Print Name _____

Signed _____

Date _____