

# TRAC Swim Schools Enrolment Form

Murwillumbah - Kingscliff - South Tweed Heads



## Parent/Guardian Details:

Please read through the terms and conditions over the page

Title:	Date of Birth:	
Surname:	First Name:	
Address:	Suburb:	Post Code:
Contacts: H:	W:	M:
Email:		

## Emergency contact details:

Name:	Phone:
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## Child or student details

Name:	Date of Birth:
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Emergency Medical Conditions/Concerns/Other relevant history: (See abbreviations below)

Name:	Date of Birth:
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Emergency Medical Conditions/Concerns/Other relevant history: (See abbreviations below)

Name:	Date of Birth:
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Emergency Medical Conditions/Concerns/Other relevant history: (See abbreviations below)

**Use abbreviations:** **ADD** – Attention Deficit Disorder, **ALL** – Allergies, **ANA** – Anaphylactic, **ANX** – Anxiety, **ASP** – Asperger's, **AST** – Asthma, **DIA** – Diabetic, **DSY** – Downs Syndrome, **EAR** – Hearing issues, **EPI** – Epilepsy, **EYE** – Sight issues, **PDD** – Autism Spectrum

## TRAC Swim School Assessment; Staff Only please tick

Mums n Bubs <input type="checkbox"/>	Crabs <input type="checkbox"/>	Bluebottles <input type="checkbox"/>	Dolphins <input type="checkbox"/>	Stingrays <input type="checkbox"/>	Swordfish <input type="checkbox"/>	Barracudas <input type="checkbox"/>
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**KEEP WATCH**  
@ PUBLIC POOLS  
PREVENT YOUR CHILD FROM DROWNING

WE SUPPORT KEEP WATCH AND PROMOTE ACTIVE SUPERVISION OF CHILDREN  
[www.keepwatch.com.au](http://www.keepwatch.com.au)

EVERYONE CAN BE A LIFESAVER  
Royal Life Saving  
ROYAL LIFE SAVING SOCIETY - AUSTRALIA



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## CONDITIONS OF TRAC SWIM SCHOOLS ENROLMENT PLEASE READ AND SIGN

1. The duration of a term at TRAC Swim Schools runs in line with NSW State school terms and gazetted public holidays. Lessons do not operate on public holidays and fees are not charged for these days. On average a term will be a 10-week block.
2. TRAC Swim Schools reserves the right to change the terms and conditions from time to time and in the event of changes we will notify you by one or some of the following in advance: Facebook, e newsletter, venue notice, email, website.
3. All new enrolments will be required to pay a non-refundable deposit of \$31.00 to secure placement in the program. Placement is not confirmed until this deposit has been received.
4. For current students, placement in the following term requires a non-refundable deposit of \$31.00 to be paid during the final two weeks of term. Failure to pay the deposit may result in the cancellation of your child's placement and loss of your preferred lesson time.
5. If you plan on leaving the program for any reason TRAC management would appreciate if you could advise us as soon as possible to allow for new enrolments.
6. The balance of your term payment is expected paid by the end of Week 1 of each new term unless other payment arrangements have been made due to extenuating circumstances. See TRAC Management for more details. Failure to pay the balance of term fees by the end of week 1 will forfeit the right to a makeup lesson.
7. A family who enrolls a fourth child in TRAC Swim Schools will receive a 100% discount for this child and for a fifth child a 50% discount will apply on term fees.
8. Make up lessons are only provided where full term payment has been received by the end of week 1 and when TRAC has been notified of the cancellation prior to the lesson commencing via phone/email or in person. There is a maximum of one makeup lesson per child per term which is not transferable to any following terms or any other child and is subject to availability in programmed lessons. Every effort will be made to find a suitable time for a makeup lesson however we cannot guarantee placement. It is also the responsibility of the parent/guardian to organise a make-up with the LTS Coordinator or Reception. There is limited provision for providing make ups for cancelled lessons in the final week of each term and there are no make ups available for missed or cancelled make up lessons.
9. TRAC Swim Schools will allow one class change per term per child, which may include a change of day and or time.
10. There are no make ups/refunds or credits available for holiday intensive programs.
11. Children are being continually assessed by their teachers throughout the term and any movement between levels will be at the discretion of the Learn to swim coordinator.
12. We endeavour to provide your child with the most consistent learn to swim experience however we cannot guarantee teaching staff from term to term or during a term due to ill health, or other reasons. Teachers may change at short notice and refunds, credits or make ups will not be provided as a reason for these changes.
13. Parents are not permitted to leave children under the age of 10 unaccompanied at any time while they are in the centre, including during learn to swim lessons. Children must be accompanied by a responsible guardian 16 years or over at all times.
14. If you wish to swim outside the lesson time with your child then you are required to pay pool entry fee.
15. For any medical problems that are supported by a medical certificate TRAC will provide a credit only for all cancelled lesson fees for a maximum period of 4 consecutive weeks in any one term.
16. Refunds are generally not applicable except in extreme circumstances and will be assessed on a case by case basis when received in writing by the Aquatics Programs Supervisor. An administration fee may apply.
17. Appropriate clean and suitable swimming attire is required for entry to the pool and it is requested that children up to the age of 24 months wear bathers with elastic waist and leg bands or aqua nappies. Disposable or cloth nappies are not permitted. A swimming cap is compulsory to wear on the head during the lesson.
18. As a courtesy to our teaching staff parents are asked not to approach any teacher while they are instructing. If you have any questions regarding your child's progression please see reception to book an appointment with the Learn to swim coordinator.
19. TRAC Swim Schools reserves the right to refuse entry, cancel a booking or request a student/parent or guardian to leave the premises if the person uses abusive language, does not behave in a responsible manner, appears to be under the influence of drugs and/or alcohol and/or does not adhere to the terms and conditions in general.
20. Entry to the lesson may be refused if your child presents symptoms of any infectious illness that may be transmitted to other children or teachers. Parents/guardians are also encouraged to discuss any issues relevant to their child's behaviour or emotional state that may impact on the teacher's ability to work with the child in an aquatic environment. Written clearance from a medical practitioner may be requested. Please advise if your child has any learning difficulty as this will assist the teaching staff. Our policy is for all teachers to be fully vaccinated and with recommendations from NSW Health we encourage you to do the same as a frontline preventative measure.
21. The TRAC Learn to swim program incorporates endorsed water safety education from the Royal Life Savings Swim n Survive program into all lesson plans.
22. The most up to date terms and conditions for TRAC Swim Schools will always apply. By enrolling into subsequent terms, you are agreeing to the current terms and conditions that apply at that time. You will find copies of the most up to date terms and conditions at reception.
23. By enrolling in the TRAC Learn to Swim program you are accepting the terms and conditions detailed above.
24. TRAC values your privacy and we take great care with any personal details that you provide. Your details will not be sold or disclosed to third parties and are only accessible to authorized staff members. Your details will only be used by TRAC for the intended purpose under which they are provided.

### DECLARATION BY APPLICANT:

I have read and understood the above conditions and agree to abide by them for the term of my enrolment. Failure to abide by these conditions of enrolment could result in the suspension or cancellation of your enrolment.

I acknowledge that all TRAC facilities are managed and operated by Tweed Shire Council for the purpose of recreational activities as defined in the Civil Liability Act 2002 NSW and I am aware that all recreational activities undertaken by myself at any TRAC facility may be subject to risk and I agree that Tweed Shire Council and TRAC officers employees contractors or agents do not owe a duty of care to me as a result of the risk of the recreational activities.

Signed:

Date: