



PHOENIX AQUATICS INC FEES, LEAVE OF ABSENCE & RESIGNATION

Disclaimer: Phoenix Aquatics accept no liability for any errors or omissions in this document. Furthermore, whilst it is hoped that members will find this resource useful, no liability arising out of its use can be accepted by Phoenix Aquatics. This resource is not a contract of employment and the role you undertake as a club member does not create an employment relationship between you and the club.

Phoenix Aquatics operates on a limited and controlled budget. Squad numbers are also limited and associated fees are carefully calculated to ensure the Clubs operating financial obligations and the swimmers full training potential is met.

Please refer to our website for up-to-date fees.

Registration Fees.

All competitive swimmers must pay an annual registration fee to Swimming NZ (SNZ) and its associated groups (Auckland Swimming Association (ASA) is but one). It is a prerequisite that this payment be made before any swimmer is allowed to compete at any swim meets. This fee is not pro rata and therefore regardless of when a swimmer starts competitive swimming, the full fee is charged by SNZ/ASA.

Please note: in all circumstances discussed below, the yearly SNZ/ASA fee is non-refundable. Therefore, if you wish to take an extended leave of absence or resign from swimming you may want to keep this in mind if you are nearing a new swim calendar year. Any swimmers taking an extended leave of absence but wish to retain their place in their squad by continuing to pay their monthly fees, will also have to ensure payment of the yearly SNZ/ASA fee if it comes due within the timeframe of the leave of absence.

Leave of Absence

The Club operates on a limited and controlled budget and does not have the flexibility to allow swimmers to come and go at will. If an athlete wishes to take a break from training for a period **greater than one month:**

- Any break **less than a month** will not receive a fee reduction for that month in which the break applies.
- For any break **longer than a month**, the first month's fee must be paid in full
- For extended leaves of absence, (more than one month), upon returning the swimmer must apply for re-entry. Upon returning the swimmer may not have access to their old squad. Each squad has a finite number of swimmers and during their absence this space may have been filled. Please note: stable and correctly balanced squad numbers ensure the best training and stability for the club.
- Re-entry may bring with it a re-registration fee. This will be discussed with you at the time of application.
- If the swimmer wishes to retain the space in their squad, they can continue to pay the monthly fee and this space can be held for them.

The club must receive notification of leave of absence in writing to the Committee and we ask for at least one month's notice. Please make it clear as to whether or not you wish this to be accompanied with a cessation of fees. Please send all requests to phoenixadmin@nzlswim.com.

Long term illness or injury and unavoidable absences.

We do recognise that an illness or injury can occur that can mean a leave of absence from training for extended periods of time. In such instances, a leave of absence with temporary cessation of fees will be considered on a case-by-case assessment.

- Requests will need to be made in writing to the Committee and will only apply to long term illness, injury or other unavoidable absences, **for anything longer than two weeks.**
- All requests relating to illness or injury must be accompanied with a medical certificate.



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- Any other unavoidable situations will require an explanation and of course will be dealt with in the strictest of confidentiality.

Again, each instance will be considered on a case-by-case assessment for absences longer than two weeks. Please send all requests to phoenixadmin@nzlswim.com.

Resignations

Any club member wishing to resign from the club for whatever reason should do so in writing to the Committee giving at least four weeks notice of their intention and preferably prior to the commencement of a new term.

It is the Committee's wish that partings be on good terms, so within the resignation it would be appreciated if the reason for leaving the club could be given.