

ROMFORD TOWN SWIMMING CLUB

LEARN – TO – SWIM PROGRAMME

SPRING TERM - Enrolment and Payment Form

The Spring Term will commence from **Sunday 7th January 2018** and through to **Thursday 29th March 2018**

	MON	WED	THU	FRI	SAT	SUN
	St Edwards School LTS	St Edwards School Lengths development	Abbs Cross School LTS	St Edwards School LTS	Abbs Cross School LTS	Abbs Cross School LTS
AM					09.00 - 09.30	
					09.30 - 10.00	
PM	17.00 – 17.30	17.00 – 18.00*	16.00 – 16.30	16.00 – 16.30	10.00 – 10.30	16.00 – 16.30
	17.30 – 18.00		16.30 – 17.00	16.30 – 17.00		16.30 – 17.00
	18.00 – 18.30		17.00 – 17.30	17.00 – 17.30		17.00 – 17.30*
	18.30 – 19.00		17.30 – 18.00	17.30 – 18.00		17.30 – 18.00*

	Wk. 1	Wk. 2	Wk. 3	Wk. 4	Wk. 5	Wk. 6	Wk. 7	Wk. 8	Wk. 9	Wk. 10	Wk. 11	Wk. 12	No Wks.	Course Cost £
SUN	07/01	14/01	21/01	28/01	04/02	11/02	18/02	25/02	04/03	11/03	18/03	25/03	12	£72
MON	08/01	15/01	22/01	29/01	05/02	12/02	19/02	26/02	05/03	12/03	19/03	26/03	12	£72
WED	10/01	17/01	24/01	31/01	07/02	14/02	21/02	28/02	07/03	14/03	21/03	28/03	12	£132
THU	11/01	18/01	25/01	01/02	08/02	15/02	22/02	01/03	08/03	15/03	22/03	29/03	12	£72
FRI	12/01	19/01	26/01	02/02	09/02	16/02	23/02	02/03	09/03	16/03	23/03		11	£66
SAT	13/01	20/01	27/01	03/02	10/02	17/02	24/02	03/03	10/03	17/03	24/03		11	£66

*Once considered competent and strong enough, you may be **invited** by your teacher to attend the lengths development class. If so, you will be entitled to attend both the Wednesday session as well as maintain your existing LTS session for the payment of just one 1 hr. lesson. For other swimmers, additional 30min sessions are available at a discounted rate of £5.00 per session. Please contact Jo if you wish to take advantage of this.

Jo –Ann Mobile: 07842445865

Gary - Mobile: 07856 736217

[Please only contact via phone at sociable times]

To renew your child's place for next term please fill in the form overleaf clearly stating the day and session time that you would prefer. If this is different to your current session, please call Jo/Gary first to ensure that a place is available.

To secure your preferred session for the Spring term please ensure that you have booked and paid for it by 20th December 2017

Romford Town Swimming Club's principal aim is for your children to learn an essential life skill and enjoy doing so. Once able to swim competently your child may wish to further improve by entering our competitive swimming programme where they will refine their strokes and build their stamina further to enable them to become involved in competitions. We follow the Amateur Swimming Association's (the ASA) National Plan for Teaching Swimming (NPTS) and all of our poolside teachers are, minimum Level 1 ASA Qualified. At some sessions we have in-pool water assistants to encourage less confident swimmers in their early lessons.

The account details has changed, please ensure you use the revised bank details below to make your payments.

Account No – 69173428

Sort code: 08-92-99

Important Notice about Payment of Fees and Return of Forms

Did You Know?

Romford Town Swimming Club is a not-for-profit Registered Charity (No.1125308). It is run by a team of volunteer committee members with employed teachers and coaches.

On time Payment

Each term, we assess the pool time and resources required to cost effectively run our courses. Early return of payment and enrolment forms is therefore essential to help us with our costs and for you to secure, wherever possible, the requested time and day for your child's lesson.

Enrolment Forms

The enrolment forms carry essential information and must be returned when renewing. They carry important details regarding any known medical conditions that your child has that the teachers should be aware of. There are occasions where we may also need to contact parents/guardians i.e. unforeseen pool closures. If pool closures do occur, considerable effort is made to inform all parents using the contacts provided. This may be phone, mobile, text, email or a mixture of these.

Unforeseen Pool Closures

We will always endeavour to publicise pool closures on our website (www.romfordtownsc.com). Please check this regularly for updates and information about the Swimming Club. To reduce administrative costs and effort we will normally carry over any cancelled lessons fees to the following term and offset against the new term fees. If you require immediate repayment you should contact us at the address below or via email and we will arrange for a repayment to be issued.

Pre-lesson Meals

Can all parents please ensure that their child does not over-eat prior to attending their swimming lesson? There have been a few instances of children being unwell in the pool which has subsequently led to an enforced pool closure whilst the pool is cleaned.

Bounced/Unpaid Cheques

Please note that RTSC reserves the right to reclaim any bank charges incurred as a result of a cheque being returned unpaid. Every effort is made to bank cheques within two weeks but occasionally it may take longer. There is currently a fee of £6 payable (variable) should any cheque be returned "unpaid". If we have taken reasonable steps to pay this in within good time we will expect repayment of this fee prior to your child continuing their lessons. Apart from paid Teachers and Coaches, RTSC is run by volunteers, as a Charity to support swimming and a healthy lifestyle in our area. Every effort is made to keep fees as low as possible - your support is appreciated.

Please detach and send completed Form and Payment to:

RTSC Learn-to-Swim, 238 Osborne Road, Hornchurch, RM11 1HR

(Cheques should be made payable to "Romford Town Swimming Club" or "RTSC")

Please return by 20th December 2017 to reserve your child's place for the Spring term

Name of 1st Child -

Name of 2nd Child -

Date of Birth:

Date of Birth:

Any Medical Condition?

Any Medical Condition?

Email address* -

Address:

Name of parent:

Contact Tel No*

*We may wish to text and/or email you updates of unforeseen pool closures etc. Please provide if possible.

Please Complete Fully

Day of Week

Time of Session

Amount Enclosed £

Signed

Date

Payment Methods Available

1. CASH to LTS Co-ordinator
2. Cheques made to RTSC as above
3. BACS – Please ensure you include the appropriate references for e Banking:
Account No – 69173428
Sort code: 08-92-99
Your Ref: AB-XBDA123

AB equals the initial of the child; XB equals the venue of swimming (AB – Abbs Cross and SE for St Edwards); Da equals the day that they swim so Fr for Friday or Mo for Monday etc. and 123 for time that they swim so 4pm is 400 and 4.30pm is 430.

Joe Black swims on Thu at Abbs X at 4.30pm his reference will be JBABTh430.

Please email learntoswim.rtsc@hotmail.co.uk to confirm payment has been received.