

Please find dates below from Tuesday 06 September 2011

	Tuesday LESSONS	Wednesday LESSONS	Thursday LESSONS	Friday LANE TRAINING	Saturday LESSONS
<u>Week 1</u>	06 September 2011	07 September 2011	08 September 2011	09 September 2011	10 September 2011
<u>Week 2</u>	13 September 2011	14 September 2011	15 September 2011	16 September 2011	17 September 2011
<u>Week 3</u>	20 September 2011	21 September 2011	22 September 2011	23 September 2011	24 September 2011
<u>Week 4</u>	27 September 2011	28 September 2011	29 September 2011	30 September 2011	01 October 2011
<u>Week 5</u>	04 October 2011	05 October 2011	06 October 2011	07 October 2011	08 October 2011
<u>Week 6</u>	11 October 2011	12 October 2011	13 October 2011	14 October 2011	15 October 2011
<u>Week 7</u>	18 October 2011	19 October 2011	20 October 2011	21 October 2011	22 October 2011
<u>Week 8</u>	25 October 2011	26 October 2011	27 October 2011	28 October 2011	29 October 2011
<u>Week 9</u>	01 November 2011	02 November 2011	03 November 2011	04 November 2011	05 November 2011
<u>Week 10</u>	08 November 2011	09 November 2011	10 November 2011	11 November 2011	12 November 2011
<u>Week 11</u>	15 November 2011	16 November 2011	17 November 2011	18 November 2011	19 November 2011
<u>Week 12</u>	22 November 2011	23 November 2011	24 November 2011	25 November 2011	26 November 2011

Week 12 is Assessment Week

Re-enrolment for those currently swimming in this set of lessons closes on Sunday 27 November

**Booking for NEW SWIMMERS available from 9a.m.
Thursday 01 December 2011**

Important Notice

Dates may be subject to change.

Re-booking occurs on **Weeks 10, 11 and 12**. In order to secure your place or your child's place for the next set of lessons you must re-book before the end of **Week 12**.

Bookings for NEW SWIMMERS and those who missed rebooking will be available on a first-come-first-served basis at a time and date specified by Forest Park Leisure Centre after Week 12. Priority will not be given to swimmers who have previously been in the swimming lessons on this date.

Movement from group to group will only occur where there is space to move a swimmer.

We do our very best to ensure the same instructors teach each week, however, due to unforeseen circumstances, sickness, and/or holiday entitlement, instructors may change without notice. No concession will be made in these circumstances.

By signing the application form you acknowledge that you have received, read, understood and agree to the terms and conditions outlined in the *Important Information for Swimmers, Parents / Guardians and Children* handout.

Please read the Important Information for Swimmers, Parents / Guardians and Children overleaf and indicate your agreement by signing and dating the swimming lessons application form.

Swimming Lessons
Important Information for Swimmers, Parents / Guardians and Children

Updated 01/03/11

Re-enrolment

- Children must be re-enrolled on the dates specified by the centre to secure their place for the following term of swimming lessons. It is the responsibility of each parent / guardian to know when children are to be re-enrolled. **Forest Park Leisure Centre will not personally notify parents or guardians to ensure their child is re-enrolled.**
- Those children who are not re-enrolled by the specified dates will lose their place, and the spaces will be offered to new bookings and to those who missed re-enrolment on the date specified, on a first-come-first-served basis.
- Re-enrolment cannot be completed, and places cannot be held, until the full amount has been paid. These fees are non-refundable.

Movement

- Every effort is made by the Swimming Team to provide the best instruction for each child at the right level. The instructors do their best to ensure children move through the levels as soon as they are ready, but **this depends on the places available in the next class.**
- Children are rebooked into the same time, day and level that they currently swim at. Your child will be moved depending on assessment results and places available in the next level.
- If a child passes their assessment and the next class is full, the child will remain at the same level for the upcoming session. When this occurs the child will be given priority for movement to the next group if a place becomes available during the current set of swimming lessons or at the start of the next set of swimming lessons. Instructors are also made aware that the child has previously passed their assessment and instruction will be adjusted accordingly.
- Our aim is to progress the children through the swimming lessons at their own pace, nevertheless, their advancement would be much improved if they swim outside of the swimming lessons.
- We do our very best to ensure the same instructors teach each week, however, due to unforeseen circumstances, sickness, and/or holiday entitlement, instructors may change without notice. No concession will be made in these circumstances.

Available Places

- Any places that arise following the rebooking will be made available to the public at a date and time specified by Forest Park Leisure Centre.
- Places are offered in person and over the telephone (only credit/Laser cards will be accepted for telephone transactions), on a first come, first served basis, with full payment. There is no waiting list.
- Please be aware that your first choice of day, time and level may not be available.
- Siblings or relations will not be given priority over other members of the public.
- Children must be 4 years old by the time lessons commence. Proof of age may be requested by centre management at any time.

Further Guidelines

- Refunds or credit notes will be given at the discretion of the management only.
- **Children must shower and use the toilet before entering the water.**
- **The use of photographic and video recording equipment is not permitted on site.** This is in accordance with Forest Park Leisure Centre's Child Protection Policy.
- Bullying in any form will not be accepted by Forest Park Leisure Centre staff and management. This is in accordance with Forest Park Leisure Centre's Child Protection Policy.
- We ask all visitors to the leisure centre to be courteous and respectful to all. We expect our staff to do the same.
- Swimmers who continually misbehave will be asked to leave the lesson, and may be removed for the remaining swimming lessons of the booking. No concession will be made in these circumstances.
- Parents / guardians are asked not to distract instructors or swimmers during lesson times.
- Parents / guardians are not permitted on to the pool side during lessons and must remain on site for the duration of the lesson.
- All children who are not participating must be supervised at all times.
- Food, fizzy drinks, chewing gum and glass containers are not permitted on the poolside or in the changing area.
- Personal belongings are not to be left in changing cubicles for the duration of the lesson. **PLEASE USE THE €1 COIN OPERATED LOCKERS.** No responsibility will be taken by Forest Park Leisure Centre, or its staff for lost, stolen, damaged or moved property.
- Diving is not permitted in any area of the pool.
- Swimming hats must be worn by all swimmers at all times while in the water.
- Jewellery must not be worn or left on the pool side. Instructors and lifeguards will not safeguard personal belongings.
- All new swimmers, except New Beginners, must be assessed prior to booking. Contact Reception for more information. Assessments are free and can be made during any public swim.
- No discounts are available for Leisure Pass Holders. A 10% discount applies to families booking in three or more swimmers (including adults) into the swimming lessons. Swimmers must be from the same IMMEDIATE FAMILY.

By signing and dating the Swimming Lessons Application Form you indicate your agreement to the above.

If you have any questions, concerns or comments relating to these guidelines please contact the Swimming Coordinator or Forest Park Leisure Centre management.

**Coral Leisure Forest Park Leisure Centre, Courtown
Swimming Lesson Application**

Please indicate here if you would like a change of day or time.

Name of Swimmer _____

Next of Kin _____

Address _____

Home Telephone _____

Mobile Telephone _____

Changes cannot be guaranteed and are only possible if space is available

Emergency Contact Name _____

(If different from above)

Emergency Contact Number _____

Email Address _____

Current Day _____

Current Level _____

Current Time _____

Date Of Birth _____

Minimum Age: 4yrs

Please provide details of any medical conditions you / your child may suffer from

Important Notice, Please Read Carefully

By signing below I understand that re-booking occurs on **Week 10, Week 11 and Week 12** on the dates and times outlined by the centre on the handout I have received. In order to secure my child's place for the next set of lessons I must re-book before booking close at the end of **Week 12** or be subject to a first-come-first-served process for the remaining places the following week.

I understand movement from group to group will only occur where there is space to move a swimmer. I understand due to unforeseen circumstances, sickness and/or holiday entitlement instructors may change without notice. No concession will be made in these circumstances.

I acknowledge by signing below that I have received, read, understood and agree to the terms and conditions outlined in the **Important Information for Swimmers, Parents / Guardians and Children** handout.

Signature of Swimmer, Parent or Guardian _____

Parent / Guardian signature necessary if swimmer is under 18

Date _____

OFFICE USE ONLY	OFFICE USE ONLY	OFFICE USE ONLY	OFFICE USE ONLY
Amount Paid	Rebooking	Payment Method	
Staff Initial	or	CASH	CHEQUE
	New Booking	VOUCHER	LASER
			CC
			PHONE + DATE
New Day	Tues	Wed	Thurs
			Sat
New Level	New B	Beginner	Novice
	Improver	Bronze	Silver
		Gold	Sapphire
New Time			
OFFICE USE ONLY	OFFICE USE ONLY	COMMENTS	OFFICE USE ONLY
		PASS	STAY
			CHANGE
OFFICE USE ONLY	OFFICE USE ONLY	OFFICE USE ONLY	OFFICE USE ONLY