



Updates/General Information for swim21 accredited clubs – January 2016

During a previous ASA Club Development Management Group meeting (formerly the swim21 National Panel), a decision was made to compile an update following each quarterly meeting (March, June, September and December) and circulate this to all swim21 accredited clubs. The following is the second update:-

swim21 Updates:-

- The ASA Design Team has made slight alterations to all swim21 logos, which have now been added to the Resources tab on the portal (web and print versions are available for swim21 accredited clubs to access). Where possible please use the logo appropriate to your level of accreditation i.e. Essential, Network, Performance, however if your club has more than two modules you can always use the general swim21 Club logo if preferred
- E18 - If uploading evidence to confirm that an individual is booked onto a Safeguarding course please ensure the individual(s) name is added rather than submitting a generic booking email – random spot checks will be made in the future
- E9 – the 'Committee Record' template has now been removed from the portal as this is no longer required and doesn't relate to the element description/requirement(s)
- An updated Club Admin (Portal) User Guide was added to the 'Resources' tab on the portal in November 2015, alongside an updated copy of the Annual Health Check and Essential Matrix – please keep an eye on the Resources tab to ensure you are using the latest version of key documents
- If you are aware of any clubs who are interested in becoming swim21 accredited please direct them through to case studies section of the ASA website - <http://www.swimming.org/asa/clubs-and-members/case-studies/>
- If you have club members/previous members who no longer require access to the portal please email clubdevelopment@swimming.org and we will deactivate their accounts

General Updates:-

- The annual Club Survey (2015 version) will be distributed on the 8th of January, with a closing date of 19th February 2016. We would encourage all clubs to complete the survey to provide invaluable feedback, which helps us to provide targeted support moving forward. This year one club will also have the opportunity to win an iPad Air so don't miss out on your chance to win!
- Just a reminder that in relation to Time to Listen courses the preference is still for Child Welfare Officers to undertake an ASA course (due to content and swimming specific examples used), however we appreciate that at times there may be difficulties with course availability etc and in those situations we will accept CSP generic courses
- Please note that Club Matters offer approximately 10 free online modules covering topics such as VAT, Marketing, Good Governance, Simpler Finance and Budgeting. For more information visit - <http://www.sportenglandclubmatters.com/club-matter-modules/>
- Clubs Team contact details can be found on the ASA website - <http://www.swimming.org/asa/clubs-and-members/contact-us/>. If you wish to discuss the above further please contact your Club Development Officer/Regional Officer in the first instance

Happy New Year to all swim21 accredited clubs!