



## AUSTSWIM Teacher of Swimming and Water Safety

Saturday 16<sup>th</sup> & Sunday 17<sup>th</sup> June 2012

### **Aqualink Nunawading, NSC Clubrooms, Fraser Place, Forest Hill**

Nunawading Swimming club together with support from Swimming Victoria provides you with the opportunity to complete your Austswim "Teacher of Swimming and Water Safety" Certificate at Aqualink Nunawading.

**Course Code:** TSWCD13909/V

Candidates are required to participate in all sessions and to adhere to the advertised times of session delivery.

Your course fee covers the following:

- facility and equipment hire
- tuition fees
- course reference materials and lecture notes
- certification, accreditation and administrative processing
- AUSTSWIM membership

The course consists of both theoretical and practical components. It is compulsory to participate in the practical components of the course. You may consider bringing two sets of swimming gear as there will be several practical sessions.

You are required to provide your own writing materials together with the attached documents on the day. Candidates must provide their own lunch. A kiosk is situated in the Centre if you wish to purchase food.

A Theory Assessment must be completed on line within 12 months from completion of the course. The assessment is accessed through the AUSTSWIM website [www.austswim.com.au](http://www.austswim.com.au)

This assessment is designed to assess your knowledge of the course content of Modules 1 to 10 through an on-line multiple choice exam.

**Enrolments are strictly limited to the first twenty enrolments received.**

If you wish to participate in the course, please fill in the Candidate Enrolment Form, Tax Invoice and forward together with your payment to **Nunawading Swimming Club Inc. Fraser Place, Forest Hill Vic 3131.**

Please direct any questions to **Kaye Garner on 9878 7055 or 0419 877 245** or email: [kaye.garner@justswimming.com.au](mailto:kaye.garner@justswimming.com.au)

Please Note: - As applications are received the resources relating to the course will be sent. This allows some prior learning to take place which will make the course more meaningful. There is a limit on the number of candidates in any course and Applications are processed in the order they are received.

*Kaye Garner*

Kaye Garner  
Course Coordinator



## AUSTSWIM Candidate Enrolment Form

### Personal Information

Title	First Name	Surname	
Postal Address			
		State	Postcode
Phone	H	W	Fax
Mobile		Email	
Date of Birth		Gender: M / F	
Preferred Contact (Please tick)      Letter <input type="checkbox"/> Fax <input type="checkbox"/> Email <input type="checkbox"/>			

### Statistical Information (use for statistical reporting only)

Please tick the appropriate box

<p><b>1. How did you find out about the course?</b>  AUSTSWIM website <input type="checkbox"/>   Course Provider website <input type="checkbox"/>   Newspaper <input type="checkbox"/>   TV <input type="checkbox"/>   Pool <input type="checkbox"/>   School/University <input type="checkbox"/>  Other <input type="checkbox"/>. _____</p>
<p><b>2. The purpose of your enrolment is to:</b>  Gain long term employment <input type="checkbox"/>   Gain short term employment <input type="checkbox"/>   For flexible working hours <input type="checkbox"/>  Career change <input type="checkbox"/>   Professional Development <input type="checkbox"/></p>
<p><b>3. Which best describes your current employment status?</b>  Full Time <input type="checkbox"/>   Part Time <input type="checkbox"/>   Looking for work <input type="checkbox"/>   Returning to work <input type="checkbox"/>   Student <input type="checkbox"/>   School leaver <input type="checkbox"/></p>
<p><b>4. Once qualified, which one of the following events organized by AUSTSWIM would you consider attending?</b>  Elective course <input type="checkbox"/>   Professional Development Workshop <input type="checkbox"/>   Conference <input type="checkbox"/>   Swimming teacher forum <input type="checkbox"/>   Left <input type="checkbox"/></p>

### Medical Details

The AUSTSWIM course may involve activities in deep, shallow or open water, some of which require a reasonable level of fitness and swimming ability. Is there any known reason, medical or otherwise, that would limit or restrict your ability to participate in sessions and/or activities?

No    Yes    If yes, please specify: .....

**Person to contact in case of emergency:** .....

**Emergency contact phone number:** .....

Candidates must be 16 years of age to attend any course. Qualification will not be issued until candidates are 17 years old.

## Course Details

Course Title	Course Code	Venue	Dates
Teacher of Swimming and Water Safety-The Australian Way	TSWCD13909/V	Nunawading Swimming Club Rooms – Aqualink Nunawading	16 <sup>th</sup> & 17 <sup>th</sup> June 2012

### REFUND POLICY

A **transfer** fee of \$30.00 is payable for any request to transfer AUSTSWIM courses if the request is made within one week from the course commencement date. Transfer requests must be received in writing with payment prior to commencement date. Non-attendance without notification will automatically result in the loss of your full registration fee.

Applications for **refunds** must be lodged in writing within two weeks of the commencement of the scheduled course. These refunds will incur a \$50.00 administration fee. If a candidate cancels less than one week from the scheduled course commencement date, a \$150.00 cancellation fee will be incurred.

All course materials must be returned in their original state before a refund can be issued. Should this not occur candidates will incur the cost to replace the resources.

In the event of the course being cancelled due to insufficient enrolments you will be offered a full refund or you may elect to transfer to another course without any transfer fee.

**The enrolment fee includes** all course requirements and resources except CPR certification and photo identification.

**Requirements for All Courses.** You will receive resources which can be studied prior to attending the Course. You must attend the theory and practical presentations. You must obtain a pass on a theory exam held after the course. After obtaining a pass in the theory exam an AUSTSWIM Approved Supervisor must assess you in practical teaching to a satisfactory standard. You must provide a copy of your current CPR certification (it is not necessary to have this prior to attending the presentation of the course), a photo identification and you must be 17 years of age or older prior to the certificate being issued. At the course you will be expected to participate and be assessed in some water work. Only a low level of fitness is required.

### PRIVACY POLICY

The Course Provider adheres to the AUSTSWIM privacy policy (1.1.03) as available at [www.AUSTSWIM.com](http://www.AUSTSWIM.com) Policies and Procedures, [Privacy Policy Doc 1.1.03](#)

### ACCESS AND EQUITY POLICY

AUSTSWIM and the Course Provider adheres to the AUSTSWIM Access and Equity Policy Doc 2.4.03 available at [www.AUSTSWIM.com](http://www.AUSTSWIM.com) Policies and Procedures, [Access and Equity principles Doc 2.4.03](#)

## Application and Declaration

I acknowledge and agree that:

1. **AUSTSWIM** for the purposes of this application and declaration means and includes AUSTSWIM Limited, its members (including the Branches) and where the context so permits, their respective directors, officers, members, servants or agents.
  2. **If accepted I will be permitted** to participate in the AUSTSWIM Course subject to my complying with the terms and conditions of the AUSTSWIM Course, this declaration, the AUSTSWIM Administrative Procedures (to the extent relevant) and any reasonable direction issued by the AUSTSWIM Course organisers or their representatives. A copy of the relevant AUSTSWIM Administrative Procedures is available upon request from AUSTSWIM.
  3. **This document cannot be amended.** If I do amend it my application will be null and void. It cannot be accepted by AUSTSWIM.
  4. **Insurance** is in place that provides limited cover to me whilst I am participating in the AUSTSWIM Course. (*For insurance details contact AUSTSWIM National*) I understand that this insurance may not cover me for all injury, loss or damage sustained by me and I can, in my own interests, seek and obtain personal insurances over and above the cover provided by AUSTSWIM.
  5. **This declaration** comprises a contract between me and AUSTSWIM. It is necessary and reasonable for promoting and conducting the AUSTSWIM Course.
  6. **Warning:** Participation in the AUSTSWIM Course can be inherently dangerous. Serious accidents may happen which may result in me being injured. I have voluntarily read and understood this warning and accept and assume the inherent risks in the AUSTSWIM Course.
  7. **Exclusion of Liability:** Except where provided or required by law and such cannot be excluded, I agree that it is a term of my entry in the AUSTSWIM Course (if accepted) that AUSTSWIM is absolved from all liability however arising from injury or damage however caused (whether fatal or otherwise) arising out of my participation in the AUSTSWIM Course. I acknowledge that the services and benefits I receive in relation to the AUSTSWIM Course are "recreational services" as defined under the *Trade Practices Act 1974*. Where I am a consumer, as defined by any relevant law, certain terms and rights may be implied into a contract for the supply of goods or services for my benefit. I acknowledge that these terms and rights, and any liability of AUSTSWIM flowing from them, are expressly excluded, restricted or modified by these AUSTSWIM Course terms and conditions.
  8. **Release and Indemnity:** In consideration of AUSTSWIM accepting my application for entry to the AUSTSWIM Course I:
    - (a) release and forever discharge AUSTSWIM from all Claims that I may have or may have had but for this release arising from or in connection with my participation in the AUSTSWIM Course; and
    - (b) indemnify and hold harmless AUSTSWIM to the extent permitted by law in respect of any Claim by any person including but not only another participant in the AUSTSWIM Course arising as a result of or in connection with my participation in the AUSTSWIM Course.
- In this **clause 8 "Claims"** means and includes any action, suit, proceeding, claim, demand, damage, penalty, cost or expense however arising **but does not include** a claim in respect of any action, suit, etc made by any person entitled to make a claim under a relevant AUSTSWIM insurance policy.
9. **Fitness to Participate:** I declare that I am and must continue to be medically and physically fit and able to participate in the AUSTSWIM Course. I am not and must not be a danger to myself or to the health and safety of others. I will immediately notify AUSTSWIM in writing of any change to my fitness and ability to participate. I understand and accept that AUSTSWIM will continue to rely upon this declaration as evidence of my fitness and ability to participate.
  10. **Medical Treatment:** I consent to receiving any medical treatment that the AUSTSWIM Course organisers or their authorised representatives consider necessary or desirable during or after the AUSTSWIM Course. I also agree to reimburse AUSTSWIM for any costs or expenses incurred in providing me with medical treatment.
  11. **Privacy:** I understand that the information I have provided overleaf is necessary for the conduct of the AUSTSWIM Course and for the objects of AUSTSWIM. I acknowledge and agree that the information will only be used by AUSTSWIM to facilitate the conduct of the AUSTSWIM Course and other courses conducted by AUSTSWIM, provided to third parties in relation to my prospective employment as a teacher of swimming and water safety and/or to provide me with promotional material from AUSTSWIM sponsors and third parties. I understand that I will be able to access my information through AUSTSWIM. If the information is not provided my application may be rejected. I acknowledge that if I do not wish to receive promotional material from AUSTSWIM sponsors and third parties I must advise AUSTSWIM in writing.
  12. **Copyright in photographs and right to use:** I acknowledge and consent to photographs being taken of me during my participation in the AUSTSWIM Course. I acknowledge that the photographs are owned by AUSTSWIM and that AUSTSWIM may use the photographs for promotional or other purposes without my further consent being obtained. Further, I consent to the AUSTSWIM Course organisers using my name, image, likeness and also my performance in the AUSTSWIM Course, at any time, to promote the AUSTSWIM Course by any form of media.
  13. **I have provided the information required overleaf and signed both sides of this form.** I warrant that all information provided is true and correct.

**I have read, understood, acknowledge and agree** to the above declaration including the warning, exclusion of liability, release and indemnity. I acknowledge that if my application to enter the AUSTSWIM Course is successful I will be entitled to participate in the AUSTSWIM Course.

Signed: ..... Date: .....

Name: .....

Where the applicant is under 18 years of age this form must also be signed by the applicant's parent or legal guardian. I,..... am **the parent or guardian** of the applicant. I expressly agree to be responsible for the applicant's behaviour and agree to personally accept the conditions set out in this AUSTSWIM Course application and declaration including the provision by me of a release and indemnity in the terms set out above. I consent to the applicant's entry to, and if accepted, participation in the AUSTSWIM Course.

Parent's signature: ..... Date: .....

(where applicant is under 18 y.o.)

Name: .....



## Payment of Course Fee

### AUSTSWIM Teacher of Swimming and Water Safety Certificate

This form must be attached to the candidate enrolment form and forwarded to Nunawading Swimming Club Inc. Fraser Place, Forest Hill Vic 3131

**Tax Invoice** (Please retain a copy for your records)

**ABN 31 750 785 541**

#### Candidate details

Surname	_____	Given Name	_____
Address	_____		
Suburb	_____	Postcode	_____
Sex	_____	DOB	_____
Home Phone	_____	Work Phone	_____
Mobile	_____	Fax	_____
Email	_____ (all information is kept in strict confidence)		

**Course Dates** 16<sup>th</sup> & 17<sup>th</sup> June 2012  
**Course Venue** Nunawading Swimming Club Rooms – Aqualink Nunawading  
**Course Cost** \$380.00 (AUSTSWIM Courses are GST free)

#### Please Note:

- Courses may be deferred or cancelled at the discretion of Nunawading Swimming Club. Credit will be given to enrolled candidates if this occurs.
- Course fees must be received no later than one week prior to the commencement of the course, as this is the closing date for enrolments.
- Once payment is received with the enrolment application you will receive correspondence confirming your enrolment and receive the course information and resources.

#### Payment

**The cost of the AUSTSWIM course is \$380.00**

**Payment by Cheque:** Cheques are to made payable to Nunawading Swimming Club Inc

**Please add .50 cents to transaction if paying by credit card.**  
**Please add \$8.50 postage if you would like your resources posted to you.**

**Credit Card Payment:** Please complete the following information



Credit Card Type	_____	Card Number	_____
Cardholders Name	_____		
Expiry Date	_____	Signature	_____
Amount to be debited	_____		

**Enrolments are strictly limited to the first twenty enrolments received. Please enclose the enrolment form and the tax invoice with payment and send to:**

Nunawading Swimming Club Inc.  
Austswim Course  
Fraser Place,  
Forest Hill Vic 3131  
Phone: 9878 7055 Fax: 9894 3832