

Dear Swimmer and Parent / Guardian

Membership Renewals 2023 – Fee Structure

We attach details of membership and subscriptions for RTW Monson Swimming Club activities.

Annual Membership Per Swimmer in Squads / Water Polo (not Academy & Swim School)

Each person who wishes to swim/play in 2023 is required to recheck and amend their details on Team Unify before swimming (by signing any pop-up waivers) and pay an annual fee to become a member. As agreed at the AGM, there will be a **£45** payment, which covers the administration costs of the club (e.g. training for coaches and volunteers) and dry membership of one parent. The second and subsequent swimmers and those over 18 the payment is set at £40. This payment will be taken upon renewal registration. For transparency, the Swim England renewal fee is being split from the membership fee again this year. The club pays the renewal fee on your behalf in February, so a separate payment for this will be taken on 1st February (see below for details), depending on which category your child is in.

Please check and update your details on Team Unify and ensure debit / credit card details are on your account. There is no entitlement to a refund to the annual membership fees and 4 weeks' notice is required to end membership.

PARENTS – Please complete a new membership window for yourself to be a member

We actively encourage parents to become dry members, as we are primarily a junior club that is run by its parent members. The £45 membership fee you pay includes the fee for 1 parent/guardian to be a member. You will have seen many parents helping on poolside and supporting the club in various roles including gala entries, support coaches and swimming officials and we always welcome more parents to support our club. By being a dry member, you will also be given an ASA number, which insures you to be poolside and the ability to vote on any decisions taken at our AGM, supporting in the running of the club. There is an additional fee of £5.50 per parent if any additional parents / guardians wish to be members. Please advise the Membership Secretary if you wish to add a parent membership – membershipenquiry.rtwmonson@gmail.com

Annual Membership and Swim England Payment

The appropriate Annual Membership payment will be charged to your card when you complete your registration. The Swim England fees will be taken on 1st February and will also be added to your Team unify account, depending on which category your child is in (depending on if your child competes or not)

(Swim School and Academy swimmers do not pay an annual membership, and this section does not apply to you).

ANNUAL MEMBERSHIP	Before 31 st January 2023 and new starters	After 31 st January 2023
Individual membership (1 st Swimmer / Water Polo Player) of person under age of 18 (includes dry membership for parent/guardian)	£45	£100
Subsequent swimmers from the same family	£40	£100
Individual membership for swimmers / Water Polo over the age of 18	£40	£100
Dry membership (second parent/guardian) (Club Support)	£5.50	£5.50
Swim England 2022 Fees Club Train (non-competing)	NA	£15.50
Swim England 2022 Fees Club Compete (competing)	NA	£37.00
Swim England 2022 Fees Club Support (Dry / 2 nd Parent Membership)	NA	£5.50

Membership Surcharge – Please note the cut-off date of 1st February 2023. If Team Unify verification and payment are not received before this date, a surcharge of £50 per swimmer is payable – see above. Due to the reduction in annual membership there is no entitlement to a refund to the annual membership fee. Please note that this surcharge will be strictly enforced.

Monthly Swimming and Water Polo Fees

All subscriptions are due on the 1st of the month for the month ahead and will be automatically added to your account. 4 weeks' notice is required to cancel membership as per the constitution. All fees are calculated based on 3 week break in the summer and a 1 week break at Christmas and then spread across the 12-month period.

Fees have remained static this year in recognition of the rising costs of living and the club endeavours to remain as cost effective and inclusive as possible. If the swimmer accepts a place in a squad they are expected to attend as many sessions as possible (85%). Although we recognise that swimmers may not be able to attend all of the sessions on offer, reduced fees will not be available as the club's costs are fixed regardless of whether the swimmer attends or not. Subscription costs account for periods when no swimming is offered e.g. for summer / winter breaks, and unforeseen pool closures. If the swimmer is injured and unable to swim for 4 weeks or more due to ill health / injury, a

subscription refund can be offered with agreement of the Membership Secretary and Club Treasurer, but this must be advised from the outset of the injury.

Monthly Subscription (1st of the month)

If you are unsure which squad your child is in, please contact: membershipenquiry.rtwmonson@gmail.com

Squad	Monthly Subs	Squad	Monthly Subs
Water Polo	£28	Development	£79
Performance 1	£135	Rookies	£60
Performance 2	£125	Junior Fitness	£48
Youth Development	£98	Youth Fitness	£57
Age Development	£98	Academy	£33

Swim School Fees

PLEASE NOTE – NO ADDITIONAL ANNUAL MEMBERSHIP FEES ARE DUE FOR SWIM SCHOOL

Monson Swim School offers swimming lessons following the Swim England levels, with Stage 8 / 9 as preparation for competitive swimming. The timetable mirrors Kent school term times and there is no swimming during half term. Membership fees are not required for stage 2-8, however, if a parent wishes to obtain a dry membership, please complete a membership form and pay £5.50.

You will receive notification by email at the end of each term which stage your child will be offered for the next term's swimming. This letter will outline payment required for the following term. All payments need to be received prior to the end of the previous term to secure a place. Based on 10 sessions per term, the following is due termly (you will be notified each term the exact fee, based on the number of lessons in that term) in January, April and September prior to starting each term:

£12 per lesson - termly fees will depend on the number of weeks in each term.

RTW Monson Kit and Hats

kit@rtwmonson.org

swimhats@rtwmonson.org

Please check the website for how to order kit and equipment <https://www.rtwmonson.org/page-kit.html>

We have 2-3 kit windows each year and hats can be ordered as required via

[Swimming Hat Order Form – Training Hats](#)

All additional hats will be added to your Team Unify account and added to your monthly payments (£6)


All swimmers in squads will need additional equipment – please see the website for what is required for squads

[Club Kit | Monson \(rtwmonson.org\)](#)

Government Guidance

In 2023, we will continue to monitor to any Swim England and government guidance in relation to health. We kindly request your 9observe.

Team Unify Set Up / Renewal Process

Whether you're a returning family or new family joining our club, the registration process is simple and takes only a few minutes. Please follow the steps by clicking on the green button, double check your contact details as Team Unify is the main method we will contact you by (ensure you add a second next of kin for emergencies). Please ensure any medical conditions for your child are entered here as coaches will need access to this. You will be requested to pay during the last step of the registration process. At the conclusion of the registration process and upon team admin approval, you will be granted access to your own private account. There is also an app called OnDeck  , which is another option to monitor your account via your mobile phone – please accept push notifications for this app as it is used for urgent messages.

https://play.google.com/store/apps/details?id=com.teamunify.ondeck&hl=en_GB&gl=US

<https://apps.apple.com/gb/app/ondeck/id292507219>

Your account is your one-stop-shop for maintaining your contact information, declaring for swimming galas, signing up for jobs, interactively tracking your childrens times, and much more. We look forward to having you be part of our incredible swimming club. Just click on the link below and you be brought directly to the registration page on our

website.

<http://uk.teamunify.com/MemRegStart.jsp?team=sertwm>

Setting Up Online Payments

It's simple to enable our electronic payment processing system. Simply visit our team website at www.rtwmonson.org via desktop / laptop and click on the **Sign In** button to sign into your private, secure account. If you do not have a user name and password, please request one by replying to this email.

Once logged in:

- Click on **My Account**
- Click **Setup Auto Pay**
- Click the **Add New** button
- Enter your information and click **Save**
- You are now ready to pay electronically!

Data Protection

Finally, please read the Data Protection Policy from Swim England, which we are proud to follow:

https://www.rtwmonson.org/imgs/swim_england_data_protection_policy302.pdf

Click to Keep in Touch:



REGISTRATION STEP BY STEP NOTES

- Click on the link above
- Renewal page - scroll to the bottom and click on 'Continue or Check Status'
- Click 'Continue' - you will already have an account so no need to register a new one
- Log into your Sports Engine Account - this is the same as your Team Unify log in details
- Tick the members you wish to renew membership for. Assign each of your swimmers to their respective squad using the drop down list
- Tick the agreements - the Photography Consent form is optional. TICK to agree. LEAVE BLANK if you wish to opt your family out of club photos.
- Click 'Continue'
- Check info is correct. Registration Fees (and any other fees on the account currently) will be visible.
- Click 'Submit Registration'
- Your payment will be taken
- Registration Complete!