



Team Registration Process on the day of the Swim

Dear Team Captain

When you arrive at the pool for your swim, please ensure that you have the following:

- Team Registration form with every swimmer's name in block CAPITALS. Sponsorship forms for every Swimmer.
- Photograph, Film, Video Recording Consent form. If any of your team members are below the age of 18 or vulnerable adult, this form **MUST** be completed for them and signed by the Parent, Guardian or Carer.

At the Leisure Centre reception area, you will be met by a Rotary Club member who will check that you have all the above.

You will then be guided to the changing rooms, where just you will be shown into the registration room, while team members change for the swim.

When everyone has changed, you will then be taken to the Photography room so that team photographs may be taken.

Photographs at the event

Each year the Rotary Swimathon Committee will be asked whether photographs can be taken during the Event to which we have to say “**no cameras please**”. The issue is that as an organisation, The Rotary Club of South Woodham Ferrers have a “**duty of care**” to ensure that we are operating within the law regarding Child Protection. Our policy is covered in detail on our website, www.swfswimathon.co.uk . A team photo (of those consenting) will be on each team members' certificate