

CLUB HANDBOOK

2025/26



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Welcome to Team Waveney Swimming Club

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WELCOME

WHO ARE WE?

Team Waveney is a distinguished community swimming club with a rich legacy, formed through the merger of Beccles Kingfishers Swimming Club and Lowestoft & Oulton Broad Swimming Club in 2020. Our mission is to provide exceptional training opportunities and a structured swimming program designed to help all swimmers achieve their individual goals.

At Team Waveney, we believe in not only developing skilled swimmers but also fostering the growth of well-rounded individuals. Our supportive environment encourages teamwork, discipline, and the pursuit of excellence both in and out of the pool.

As a valued member of Team Waveney, we encourage you to engage with our active social media presence on Facebook and Instagram. Additionally, our website is a key resource for the latest information and updates about the club.

As a new member, you will enrol in our club information sharing system, Sports Engine Motion (Previously Team Unify). You can also download the Sports Engine Motion app for your mobile device, which uses the same credentials, making it easy to stay connected and informed. The OnDeck app icon looks like this:



Our website can be found at www.teamwaveney.co.uk



PURPOSE OF THIS HANDBOOK

This handbook is designed to help you understand our club, introduce you to the key individuals involved, explain our structure, and provide essential information to support you and your swimmer on your journey within the sport. As a community club, we depend on the active participation of our volunteers.

The proverb "many hands make light work" is a guiding principle for us, and we encourage everyone to get involved.

You'll find guidance on how you can contribute and become an integral part of our club's success. Within this handbook you will find contact information for our committee members, who are dedicated to assisting you with any club-related matters.

How we became Team Waveney

2005



Lowestoft
Swimming Club

+



Oulton Broad
Swimming & Diving Club

=



Lowestoft & Oulton Broad
Swimming Club

2020



Beccles Town
Swimming Club

+



Lowestoft & Oulton Broad
Swimming Club

=



Team Waveney
Swimming Club



ABOUT US

THE CLUB

Team Waveney Swimming Club (TWSC) is proudly operated by a dedicated group of volunteers, including committee members, poolside helpers, and teaching/coaching assistants who generously contribute their time and expertise to ensure the smooth running of the club by all working together to achieve the club's goals.

All training sessions are planned and led by Level 2 coaches who are compensated for their expertise and commitment to excellence and are assisted by Level 1 coaches.

FACILITIES AND TRAINING LOCATIONS

We currently operate from three pools: Waterlane in Lowestoft, Waveney Valley in Bungay and Saint Felix School in Southwold. During the summer (late May to August), we conduct Friday evening sessions at the Beccles Lido.



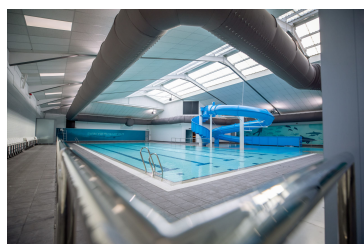
LOWESTOFT

Waterlane Leisure Centre
Lowestoft
NR32 2NH



BECCLES

Beccles Lido
Puddingmoor
NR34 9PL



BUNGAY

Waveney Valley Leisure Centre
Bungay
NR35 1FB



SOUTHWOLD

Saint Felix School
Halesworth Road
IP18 6SD

As swimmers progress, they are encouraged to train at multiple locations to maximise their pool time and reach their full potential. This approach also allows swimmers to form new friendships and gain diverse experiences in different training environments. At TWSC, we understand that every swimmer will naturally develop at their own pace and will always have the swimmers' best interests at heart, both short-term and long-term.

ABOUT US

AFFILIATIONS

The club is affiliated with Swim England, East Region, and Suffolk Swimming. This affiliation enables our swimmers to compete and advance through various levels, from Suffolk to the East Region, and ultimately to national competitions with Swim England.

We are also proud to be SwimMark accredited showing our commitment to high standards throughout the club.



HOW WE ARE FUNDED

Club expenses are covered by annual membership fees and monthly training fees, which account for expenses such as pool hire, coach fees and training, and affiliation fees, not to mention software which we use to manage the club. If these costs increase, membership fees will be adjusted accordingly.

Fundraising is crucial for the club as it allows the club to purchase the necessary equipment but also creates a fun community atmosphere that will enhance development.

We also apply to various grant bodies to secure additional funds, where possible. The more income generated through fundraising, grant applications and sponsorship the better we can keep membership fees affordable for our members. Please support the club's fundraising efforts, and if you have any ideas, speak to a committee member. We can never have too many people helping!

MEMBERSHIP

MEMBERSHIP

Membership is open to individuals aged five and older. The club typically maintains a swimmer membership of 170-200 with over 50 people also members in various voluntary roles. The club plans to increase this number to over 220 this season.

Membership must be renewed annually each January, with fees determined at the Annual General Meeting (AGM) held each October.

All members are required to complete and sign a Membership Registration Form, agreeing to comply with TWSC Policies and Procedures, which are available on our website. The AGM, held in November, is open to all current paid-up members and provides an opportunity to discuss important issues affecting the club's operations and how they may impact your child's opportunities and development within the club.

Ensuring we have enough volunteers for coaching and committee roles is crucial for the club's continued success and growth. We welcome new members throughout the season. Requests for membership can be made by contacting membership@teamwaveney.co.uk.

ANNUAL MEMBERSHIP FEES

Membership fees are used to cover necessary insurances, including swimmer insurance (with personal injury coverage) and liability insurance for our volunteers. This ensures that all members, coaches, and assistants are protected, and that our club adheres to legal and safety standards. The fees also allow swimmers to compete in competitions, appear in national rankings, and qualify for home nations and international competitions. Swim England uses memberships to help promote swimming throughout the UK.

Everyone involved in the club, whether a committee member, coach, or coaching assistant, is required to pay for membership for insurance purposes. This enables the club to maintain a superb 'army' of volunteers who are well-protected and compliant with legal requirements. We also invest in ongoing training and development for our coaches to ensure they provide the highest quality instruction and support to our swimmers. Membership fees also cover safeguarding courses, which are mandatory for anyone present on poolside. These courses need to be regularly updated to ensure legal compliance and to keep our insurance valid. Finally, the fees contribute to essential software used to run the club and our own independent insurance that covers loss and damage to club property

MEMBERSHIP

MONTHLY TRAINING FEES

Club training fees are paid monthly and collected around the 10th of each month. This fee structure operates from January through December, in line with membership renewal. The annual training cost is evenly distributed over 12 months, accounting for a planned three-week break each August and a shorter break over Christmas, during which we organise additional social events. This structure also accommodates for unforeseen pool cancellations which inevitably occur.

When a swimmer is ready to move to a new squad, their coach will inform them and you will receive an email to accept the squad move.

The swimmer will transition to the new payment rate for that squad starting the following month.

A list of all fees for the 2025-26 season can be found under our Membership Fees section of this handbook.

We do not operate to make a profit and training fees are used to cover the costs of pool hire, coaching costs and other items such as IT software and general repairs. Costs are reviewed annually.

The club will always aim to ensure any surplus achieved is invested back into the club to aid progress.



CLUB COMMUNICATIONS

TWSC utilises various communication platforms to engage with our members. Due to GDPR regulations, all direct communication is conducted via email through TeamUnify or (Sports Engine Motion when using a mobile device). We also strive to post relevant updates on our website (www.teamwaveney.co.uk) and share information on our Facebook and Instagram pages when appropriate.

In the event of a training session cancellation, we will make every effort to use all available communication channels to ensure the widest possible coverage. As we recognise the popularity of platforms like WhatsApp, we have appointed 'Parent Liaisons' to manage **unofficial club WhatsApp groups**. This approach helps ensure that information can be requested and provided accurately, minimising the risk of confusion or the spread of incorrect information.

It is crucial that members take responsibility for keeping their contact details up to date, including email addresses and phone numbers. You can easily update your information through the TeamUnify/Sports Engine Motion platform.

COACH COMMUNICATIONS

Safety is our utmost priority. We kindly request that parents and guardians refrain from engaging in conversation with coaches during sessions, as this may compromise the safety of our swimmers. If you wish to discuss any matters with a coach, please arrange a meeting at a mutually convenient time via email. Coaches are always available to provide updates on your swimmer's progress and to offer advice or assistance with any concerns you may have.

Please ensure that any initial communication is directed to your squad coach. If you are not fully satisfied with the response, you may escalate the matter to the Head Coach. For further assistance, the Committee Chair is also available to support you.



MEET THE TEAM

THE TWSC TEAM

We are fortunate to have a fantastic coaching team at Team Waveney, who we are very proud of, led by our Head Coach, Richard Every, and supported by a number of qualified and experienced coaches, teachers, and poolside helpers.

Richard Every

Head Coach

headcoach@teamwaveney.co.uk



Richard returned to Team Waveney and became our head coach in January 2024, bringing a positive 'can do' attitude and a dedication to improving standards across the club. His belief in developing our swimmers both in the pool and as individuals has already shown remarkable results. Since his return to the club, the improvement and development of our swimmers are clear to see. Richard's nearly 20 years of experience as a head coach, coupled with his passion for the sport and his commitment to excellence have inspired both swimmers and coaches, promoting a culture of continuous improvement and high standards. Richard truly lives and breathes the sport, and his impact on TWSC is evident in the progress and enthusiasm of our members.

Coaches and Teachers

All our coaches and teachers are qualified to Swim England Level 2 or Level 1 as Swimming Coaches or Swimming Teachers, with some also holding separate Open Water qualifications. Each member of our team is DBS checked and undergoes regular Swim England Safeguarding training to ensure they are fully equipped to maintain the safety and well-being of our members within the club environment.

We are committed to investing in the training and development of new teachers and coaches. This includes providing funding for their qualifications, which helps to enhance their skills and ensure the continued growth and success of our club. Many of our parents and swimmers have achieved these qualifications, further contributing to the strength and depth of our coaching team.

If you are interested in joining our dedicated team of coaches and teachers, please get in touch.

MEET THE TEAM

The Coaching Team

Level 2 Coaches/Teachers

Richard Every, Sam Every, Martin Boots, Bridget Every, Corri Glennerster, Harriet Glennerster, Rachael Hardwick, Nicola Pollard, Kirsty Sinclair, Stuart Thompson, Donna King, Andy Holland **Joining for 25/26 season** Tracie Barlex, Vicki Grice, Leyton Berrey, Brian Rivett, Tara Mills, Erica Mills.

Level 1 Coaches/Teachers

Owen French, Louise Halliday, Clint Holmes, Katherine Payne, Miranda Peck, Ciaran Strike, Isy Whittaker, Caitlin Goldney, Zak Barber.

The Committee

MEET YOUR COMMITTEE



Katy Whittaker
Chair



Jessica Adcock
Vice Chair



Ali Edwards
Secretary



Clint Holmes
Treasurer



Hannah Smith
Vice Secretary



Victoria King
Vice Treasurer



Corri Glennerster
Membership Secretary



Nikki Battisson
Gala Secretary



Martin Hailes
Design, Print & Social Media



Mell Smith
Welfare Officer



Mel Farrar
Welfare Officer



Vacant
Committee Member



Vacant
Fundraising/Social Events

Make a difference, (reach out) and be a volunteer

Enquiries info@teamwaveney.co.uk

INTRODUCTION

The TWSC training program is designed to align with the 'Long-Term Athlete Development' (LTAD) model for swimming, incorporating elements of British Swimming's 'Optional Athlete Development Framework' (OADF) at the appropriate stages.

As swimmers progress through the various squads, our structured program ensures that each athlete is encouraged to reach their maximum individual potential. LTAD focuses on optimizing training, competition, and recovery throughout an athlete's journey in the sport. Emphasising technique and aerobic capacity (endurance) development early in a swimmer's career is crucial for long-term success. Consistent training is the cornerstone of progress and the most effective pathway for advancement within the club.

The OADF outlines the key characteristics that British Swimming and Swim England believe are essential for success at the national level and beyond. The framework identifies the attributes of 'The Great British Swimmer' as well as those demonstrating 'Future Performance Potential.' It emphasises development in three critical areas:

- 1. The Person**
- 2. The Athlete**
- 3. The Performer**

Maintaining the appropriate balance of training, as meticulously planned by our coaches, fosters continuous improvement and increases the likelihood of swimmers achieving their goals and aspirations, whilst also promoting an enjoyable experience.

Each squad within TWSC has specific aims and objectives tailored to the age and skill level of its swimmers. As you review this document, please keep in mind the following factors that can impact your child's training:

- 1. Periods of illness**
- 2. Injuries**
- 3. High academic demands (e.g., exams)**
- 4. Multi-sport participation**

Team Waveney is a club that prioritises long-term development over short-term success. All our coaches are committed to upholding the Club's philosophy of providing continued support to all swimmers during their challenging periods. Communication with your child's squad coach is essential and greatly appreciated, as it helps facilitate this support.

PROGRESSION & SQUAD MOVES

Consistent, progressive improvement should be viewed as a multi-year process by coaches, parents, and swimmers. All swimmers will experience periods of accelerated progression (often due to growth), plateaus, and occasional regressions. As swimmers age, their rate of progression will naturally slow and become more sporadic, particularly during adolescence.

As swimmers advance through the club structure, they will participate in cyclical training plans aimed at achieving peak performance 2-3 times per year, in line with our training program for major events such as Counties, Regionals, and Nationals. Our coaches will place your child in the most appropriate squad based on their current ability, age, and the club's capacity. Squad moves should be viewed in this context.

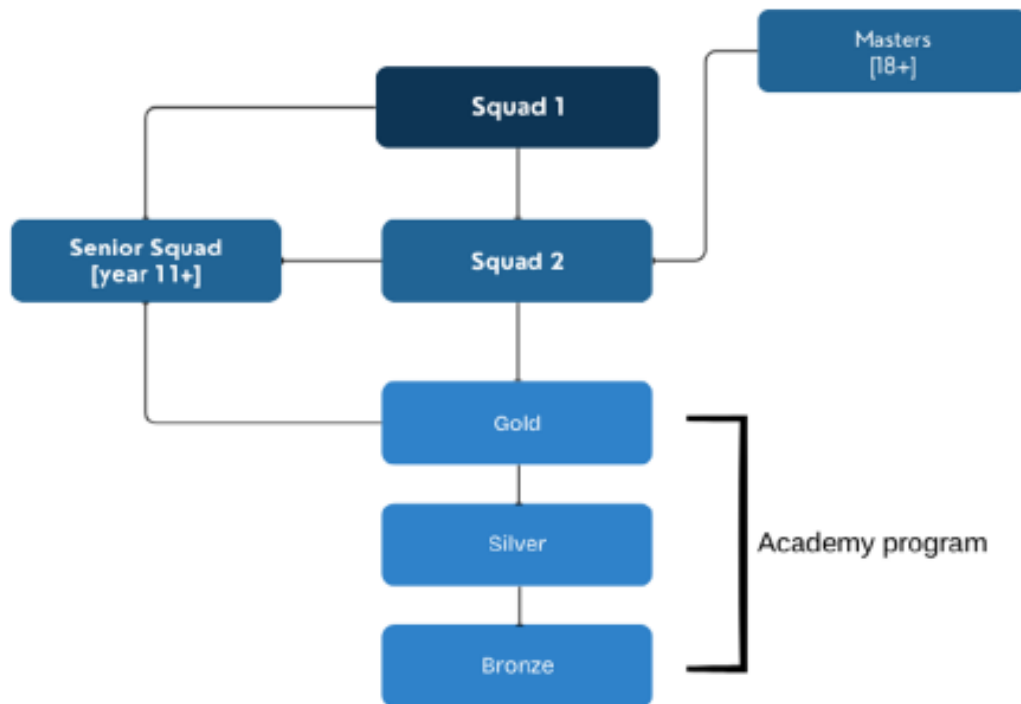
While squad moves are typically based on merit, non-selection for a squad move does not indicate a problem or suggest that your child is not performing well. It is not a reflection of their long-term potential but rather a part of their individual development journey.



TWSC TRAINING PROGRAMME

SQUAD PATHWAY

Our squad pathway system is carefully structured, starting from the Learn 2 Swim program, advancing through the Academy (Bronze, Silver & Gold), culminating in the Performance Squads (Groups 1 & 2) or into our Masters' Programmes.



THE ACADEMY

BRONZE, SILVER & GOLD ACADEMY

The Academy squad is designed for children transitioning from school swimming or a Learn to Swim program.

The focus is on developing basic skills across all four strokes while introducing essential competitive swimming techniques, such as proper race starts and turns. The primary objective is to enhance technique and skill development, with minimal emphasis on conditioning, which becomes more critical at advanced levels.

A key component of the Academy program is facilitating the transition from learning to swim to a competitive swimming environment. This includes educating children on proper lane etiquette, training sets, and the use of the pace clock. Swimmers in this squad are encouraged to regularly participate in Novice Galas, especially under the guidance of their coaches.

Each level within the Academy progresses with increasingly intense and desired skills needed for continued improvement, provided the swimmer meets the testing criteria set by TWSC standards.

Athlete Development

The program follows the Swim England Club Awards system, from Level 1 through to Level 10. This system is similar to the Learn to Swim Awards but is tailored to the club environment to better suit competitive swimming development.

Our Academy teachers & coaches

Donna King (Head of Academy)
Corri Glennerster
Vicki Grice
Tara Mills
Erica Mills
Tracie Barlex
Isobelle Whittaker
Ciaran Strike
Rachael Hardwick
Martin Boots



BRONZE ACADEMY



Commitment Criteria

- 1 x 1-hour session per week
- Age range: 6-13 years
- Have achieved a minimum Stage 6 in the Learn to Swim program or equivalent
- Fundamental understanding of all four strokes
- Participation in a formal trial for skill assessment
- Enthusiastic approach towards swimming and the ability to follow instructions

Exit Criteria

- Swimmers may be required to leave if they do not adhere to TWSC Expected Behaviour
- Passing criteria for progression to the next group

Training Times

Water Lane, Lowestoft:

- Monday: 6-7pm
- Thursday: 6-7pm

Waveney Valley, Bungay:

- Monday: 7-8pm
- Friday: 7-8pm*

*This session moves to Beccles Lido during the summer months



Buy the Squad T-Shirt

Website for Club Shop:

www.teamwear.swimzi.com/brand/waveney-sc

SILVER ACADEMY



Commitment Criteria

- 2 x 1-hour session per week
- Age range: 6-13 years
- Have achieved a minimum Stage 7 in the Learn to Swim program or equivalent
- Fundamental understanding of all four strokes
- Participation in a formal trial for skill assessment
- Enthusiastic approach towards swimming and the ability to follow instructions

Exit Criteria

- Swimmers may be required to leave if they do not adhere to TWSC Expected Behaviour
- Regular attendance and passing criteria for progression to the next group

Training Times

Waterlane, Lowestoft:

- Monday: 6-7pm
- Thursday: 6-7pm

Waveney Valley, Bungay:

- Monday: 7-8pm
- Friday: 7-8pm*

*This session moves to Beccles Lido during the summer months



Buy the Squad T-Shirt

Website for Club Shop:

www.teamwear.swimzi.com/brand/waveney-sc

GOLD ACADEMY



Commitment Criteria

- 3 x 1-hour session per week
- Age range: 6-13 years
- Have achieved a minimum Stage 10 in the Learn to Swim program or equivalent
- Fundamental understanding of all four strokes
- Participation in a formal trial for skill assessment
- Enthusiastic approach towards swimming and the ability to follow instructions

Exit Criteria

- Swimmers may be required to leave if they do not adhere to TWSC Expected Behaviour
- Regular attendance and passing criteria for progression to the next group

Training Times**

Waterlane, Lowestoft:

- Monday: 6-7pm
- Thursday: 6-7pm
- Saturday: 7:30-9am

Waveney Valley, Bungay:

- Monday: 7-8pm
- Friday: 7-9pm*

*This session moves to Beccles Lido during the summer months.

**Gold Academy Swimmers may be invited to morning sessions to assess progression and suitability for Performance squads



Buy the Squad T-Shirt

Website for Club Shop:

www.teamwear.swimzi.com/brand/waveney-sc

PERFORMANCE SQUADS

PERFORMANCE SQUADS

The Performance Squads require a very high level of commitment, where individuals must meet the day-to-day standards set by the squad coaches and bring a positive, ambitious, and motivated approach to the training environment

The Performance squads are designed for individuals aged 10 and over* who are aiming for success at County, Regional, or National levels of competition.

The training program relies heavily on a periodised training plan, aiming for swimmers to peak at the right times. The program focuses on educating and developing knowledge in all aspects of swimming, including physical, technical, tactical, mental, and performance lifestyle elements.

Participation in **all targeted meets** as dictated by the squad coach (exceptions to be granted during key academic years and exam periods).

*Ages can vary dependent on physical maturity

OADF & LTAF Alignment

The training program follows British Swimming's 'Optimal Athlete Development Framework' (OADF) and emphasises the development characteristics of 'Future Performance Potential':

- 1. The Person:** : Enjoys the journey, resilient, driven, good learner, and independent.
- 2. The Athlete:** Displays performance behaviours, physically suitable, and coachable.
- 3. The Performer:** Loves race day, executes the plan, performs when it matters.

PERFORMANCE SQUADS

PERFORMANCE SQUADS

Swimmers in these squads are in the 'Train to Compete' stage of their long-term athlete development. They undertake high volumes of training at increasing levels of intensity, with a greater emphasis on individual event specialisation. Swimmers aim to reach peak form 1-3 times per season. Athletes typically complete 9-14.5 hours of training across up to 11 sessions per week, varying by training phase and season stage.

Commitment Criteria

- Entry into the Performance squads are achieved through the attainment of the competition performance standard (working towards county level qualification) and through the completion of a test set criteria.
- Maintain an 85% attendance record
- Participate in at least one early morning session per week, excluding Saturdays

Exit Criteria

- Athletes may be required to leave if they do not adhere to TWSC Expected Behaviour
- Migrate to Masters squads if unable to commit to training standards

Training Times

Refer to Timetable for specific squad training times.

Coaches

Richard Every
Kirsty Sinclair
Stuart Thompson
Bridget Every
Sam Every



Buy the Squad T-Shirt

Website for Club Shop:

www.teamwear.swimzi.com/brand/waveney-sc

MASTERS AND SENIOR SQUAD

MASTERS AND SENIOR SQUAD

The Masters squad comprises of individuals aged 18+ and our Senior Squad is a flexible option for swimmers in school years 11 onwards balancing education, work and personal commitment whilst staying part of the sport.

The training programme will be individualised, working on developing each swimmer to continue their journey in competitive swimming and help them reach their own personal goals/targets.

Entry will be based around age. However, athletes must be able to complete a session (trial organised upon request) to show they are competent enough to train with this already successful group.

The competition schedule will be dictated by the squad coach and individuals in Masters and Senior Squad. We will encourage all swimmers to compete, but it is not mandatory.

Commitment Criteria

- Entry into Masters and Seniors is through age and suitability
- Maintain an 85% attendance record
- Participate in at least one early morning session per week.

Exit Criteria

- Athletes may be required to leave if they do not adhere to TWSC Expected Behaviour

Training Times

- **Refer to Timetable for specific squad training times.**

Coaches

Leyton Berrey
Sam Every
Brian Rivett
Andy Holland
Bridget Every
Richard Every

KIT LIST

Kit List

Swimmers must have the appropriate equipment to fully participate in their sessions. The specific equipment requirements will vary depending on the group or squad to which they belong.

KIT SQUAD	Kickboard	Goggles	Swim Hat	Pullbuoy	Snorkel	Fins	Paddles	Towel	Drinks Bottle	Kit Bag
Bronze	✓	✓	✓	✓	✗	✓	✗	✓	✓	▲
Silver	✓	✓	✓	✓	✗	✓	✗	✓	✓	▲
Gold	✓	✓	✓	✓	✓	✓	✗	✓	✓	▲
Masters	✓	✓	✓	✓	✓	✓	✓	✓	2	✓
Squad 2	✓	✓	✓	✓	✓	✓	✓	✓	2	✓
Squad 1	✓	✓	✓	✓	✓	✓	✓	✓	2	✓



Needed



Considered



Not needed

While this equipment is essential, we understand that there may be circumstances where it is not immediately available before a group or squad move. If this is the case, please reach out to a coach so that arrangements can be made to assist in the meantime.

MEMBERSHIP FEES

2025 Membership Fees [1 Jan 25 to 31 Dec 25]

For 2025 the Club Membership is as follows;

Full Membership **£60.00**

Member will be able to compete at Level 3 competitions and up.

Membership to train **£42.50**

Member will only be able to swim in low-level competitions, including Club Championships up to Level 4.

Club Support [voluntary payment] **£10.00**

Members who help in club activities.

From 1 September 25 (start of the 25/26 season): **Ceases 31 Dec 25**

Full Membership **£32.50**

Train Memberships: **£20.00**

All new members will receive a TWSC swimming hat.

Signing up for membership with TWSC means the club will commit to paying full affiliation fees to Swim England for the member, and no refunds are available to the club. The fee is comprised of four parts:

1. Affiliation to Swim England: Covers your insurance and membership.
2. Affiliation to Swim Suffolk: Covers your membership in the Suffolk region.
3. Affiliation to East Swimming: Covers the wider area in which the club operates.
4. Team Waveney Contribution: Covers our fixed costs, including independent club insurance and our annual Team Unify subscription.

For more information, please refer to <http://www.swimming.org/members>

TRAINING FEES

2026 Training Fees Subject to committee approval with notification October 25, effective from January 2026.

For the remainder of 2025 the squad training fees are as follows;

ACADEMY

Squad Name	Monthly Fee	Training Hours (Per Week)
Bronze	£38.50	1
Silver	£42.50	2
Gold	£47.00	3

PERFORMANCE

Squad Name	Monthly Fee	Training Hours (Per Week)
Squad 1	£75.00	14.5 + 2 S&C
Squad 2	£60.00	11.5
Senior Squad	£45.00	4 Sessions

MASTERS

Squad Name	Monthly Fee	Training hours (Per Week)
Masters	£45.00	4 Sessions
Tri- Masters [invite only]	£enquire	1/2

Periodically, the Headcoach may invite swimmers along to additional sessions to review their progress or anticipation of squad moves, this will always be communicated.

Masters' swimmers are expected to support the club by promoting it and providing feedback to the committee to help promote lifelong participation in the sport for health and well-being.

G1 and Senior swimmers are expected to be role models, help mentor younger members, and assist coaches where practical.

Please note that Academy fees are higher than Performance squad fees due to a requirement for increased teacher/coach ratios required on deck

Fees will be reviewed annually, with 90 days' notice given in advance of any changes. Usually around September/October each year.

For more information, please refer to <http://www.swimming.org/members>

TRAINING FEES

ABOUT OUR FEES

Fees are charged on a 12-month basis via direct debit, accounting for bank holidays and a 3-week summer break (including Lido fun sessions) and a short break between Christmas and New Year. This also covers 3 sessions typically lost due to pool closures or unforeseen circumstances. Adjustments will be made for any extended periods of known interruptions.

The 2025-26 season commences on, 1st September 2025.

HELP AVAILABLE

To support families with more than 1 child within the club, there will be a 10% discount on the training fees for additional siblings, who join, this must be applied for and is not automatically put in place by contacting treasurer@teamwaveney.co.uk.

Those struggling with fees, please contact the club in strict confidence for any assistance that may be available welfare@teamwaveney.co.uk

ATTENDANCE

While it is unlikely, should attendance exceed the allowed squad hours (without prior consent from a coach) for a period longer than two weeks [trial period], the club reserves the right to charge a squad fee adjusted to reflect the additional hours on a pro-rata basis.

As is common in most clubs, training fees decrease on a per-hour basis as swimmers progress through the squads. This approach not only rewards loyalty and commitment but also ensures that training remains affordable and allows swimmers to pursue their ambitions as the demands of the sport increase.

All squads have access to the appropriate published timetables, enabling them to meet their minimum attendance criteria. Attendance will be monitored by the coaches and reported to the committee as needed.

FUNDRAISING

Our monthly fees cover basic expenses like pool hire and lead coach wages. To provide more for our swimmers we need your help with fundraising. The more involvement we have, the better our club will be. We'd like to organise more social events but we need more people to share the responsibilities. New ideas are always welcome!

Thank you for your continued support. For any questions, please reach out to the committee.

Performance Squad Timetables 2025/26

Squad 1 [14.5 hours + 2 hours S&C]

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM	05:45 - 07:30 [Saint Felix]	05:45 - 07:00 [Bungay]	05:45 - 07:30 [Saint Felix]	05:45 - 07:00 [Bungay]	05:45 - 07:00 [Waterlane]	07:30 - 09:00 [Waterlane]	
PM	18:00 - 20:00 [Saint Felix] + S&C	18:30 - 20:30 [Saint Felix]	18:30 - 20:30 [Bungay]	18:00 - 20:00 [Saint Felix] + S&C	20:00 - 21:00 [Bungay]		

Group 2 [11.5 hours]

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM	05:45 - 07:30 [Saint Felix]	05:45 - 07:00 [Bungay]	05:45 - 07:30 [Saint Felix]	05:45 - 07:00 [Bungay]	05:45 - 07:00 [Waterlane]	07:30 - 09:00 [Waterlane]	
PM	19:00 - 20:30 [Waterlane]		18:00 - 19:30 [Saint Felix]	19:00 - 20:00 [Bungay]			

Senior Squad [up to 4 sessions per week]

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM	05:45 - 07:30 [Saint Felix]	05:45 - 07:00 [Bungay]	05:45 - 07:30 [Saint Felix]	05:45 - 07:00 [Bungay]	05:45 - 07:00 [Waterlane]		
PM	20:00 - 21:00 [Saint Felix]		19:00 - 20:30 [Waterlane]	20:00 - 21:00 [Bungay]	20:00 - 21:00 [Bungay]		

Academy Timetables 2025/26 WATERLANE [EAST]							
GOLD [3 sessions per week]							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM	05:45 - 07:30 [Saint Felix]	05:45 - 07:00 [Bungay]	05:45 - 07:30 [Saint Felix]	05:45 - 07:00 [Bungay]	05:45 - 07:00 [Waterlane]	07:30 - 09:00 [Waterlane]	
PM	18:00 - 19:00 [Waterlane]			18:00 - 19:00 [Waterlane]	19:00 - 20:00 [Bungay]		
SILVER [2 hours]							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM							
PM	18:00 - 19:00 [Waterlane]			18:00 - 19:00 [Waterlane]			
BRONZE [1 hour - 2 groups Monday OR Thursday]							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM							
PM	18:00 - 19:00 [Waterlane]			18:00 - 19:00 [Waterlane]			

Academy Timetables 2025/26 BUNGAY [WEST]							
GOLD [3 sessions per week]							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM	05:45 - 07:30 [Saint Felix]	05:45 - 07:00 [Bungay]	05:45 - 07:30 [Saint Felix]	05:45 - 07:00 [Bungay]	05:45 - 07:00 [Waterlane]	07:30 - 09:00 [Waterlane]	
PM	19:00 - 20:00 [Bungay]			18:00 - 19:00 [Waterlane]	19:00 - 20:00 [Bungay]		
SILVER [2 hours]							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM							
PM	19:00 - 20:00 [Bungay]				19:00 - 20:00 [Bungay]		
BRONZE [1 hour - 2 groups Monday or Friday]							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM							
PM	19:00 - 20:00 [Bungay]				19:00 - 20:00 [Bungay]		

Masters / Tri Master Timetable 2025/26

SESSIONS [Up to 4 sessions per week]

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM	05:45 - 07:30 [Saint Felix]	05:45 - 07:00 [Bungay]	05:45 - 07:30 [Saint Felix]	05:45 - 07:00 [Bungay]	05:45 - 07:00 [Waterlane]	07:30 - 09:00 [Waterlane]	07:15 - 08:30 [Saint Felix] Tri-Masters only
PM	19:00 - 20:00 [Saint Felix]		19:00 - 20:30 [Waterlane] 19:00 - 20:00 [Saint Felix] Tri-Masters only	20:00 - 21:00 [Bungay]	20:00 - 21:00 [Bungay]		



ABOUT COMPETITIVE SWIMMING

If you're new to swimming, it can seem complicated, but don't worry—you'll pick it up quickly! The best way to learn is by asking other parents; we've all been there and are here to support one another. To help you get started, we've put together some key information.

BENEFITS OF COMPETITIVE SWIMMING

Children start developing competitive skills as early as age 5 by comparing themselves with others. By 8 or 9, they begin to understand and engage in competitive play, which offers several benefits:

- Fosters healthy attitudes toward winning and losing
- Helps children understand their abilities and limits
- Encourages participation in both team and individual events
- Teaches the rules of the sport
- Promotes growth and excellence

THE SWIMMING COMPETITION STRUCTURE

Children can start participating in competitions from age 9. Here's how the structure works:

Unlicensed meets

Run by different swimming clubs and open to swimmers from various clubs. These events are not recorded on the National Database and are primarily for fun and experience.

Licensed meets

- County Development Meet (June)
- County Championships (January/February)
- Regional Championships (November & May)
- National Championships (July & August)

All licensed meets follow Swim England (SE) Regulations and Technical Rules of Racing and are divided into four levels:

Level 1 Meets

Long course (50m) events, covering National, Regional, and County Championships. These meets are designed to help athletes achieve qualifying times for entry into higher-level competitions.

Level 2 Meets

Short course (25m) events, also covering National, Regional, and County Championships. These meets aim to help athletes achieve qualifying times for entry into short course championships.

Level 3 Meets

Both long and short course events. These are intended for athletes working towards qualifying for Regional and County Championships, as well as Level 1 or 2 meets.

Level 4 Meets

Entry-level events in pools 25m or longer. These meets are ideal for newer athletes seeking experience in competition outside their club environment. Successful athletes can progress to Level 3 Meets.

To participate in Open Meets, your swimmer must hold an SE Club Compete membership. You can verify membership status here:
www.swimmingresults.org/membershipcheck/

DESCRIPTION OF COMPETITION LEVELS FOR OUR CLUB

County Development [June]

This Level 3 Licensed Meet was introduced to provide swimmers who are close to achieving County standard an opportunity to secure County qualifying times by competing against swimmers of similar ability.

Suffolk County Championships [January/February]

These championships bring together the best swimmers in the County to compete. Entry is based on achieving qualifying times, which are set annually by age group and gender. These times progressively get faster with each age group. Your swimmer's age for qualification is determined by their age at the end of the competition year, which might make it seem like they are competing in the age group above their current age. Qualifying times must be achieved within the current year.

Regional Championships [November - 25m] [May - 50m]

These championships bring together the top swimmers from the East region. Like the County Championships, entry requires swimmers to meet specific qualifying times.

National Championships [July/August]

The National Championships gather the top swimmers from across the country to compete for national honors. Qualifying for this level represents a significant achievement.

Open Water Championships [July]

The East Region Open Water Championships are held at Whitlingham Broad in Norwich and also count as a dual Suffolk Open Water race, our club has had good success in this event for a number years and our arrangement with www.peakopenwatersports.com with access to Fritton Lake has been invaluable in training for this annual event.

OPEN MEETS

Open Meets are exciting events where swimmers get to compete! Organised by Swim England-affiliated clubs, these competitions are open to members from various clubs.

Event details, including Galas and Open Meets, will be posted on the 'Sports Engine' app under Events. You'll also receive emails with entry information, closing dates, and which groups of swimmers the events are suitable for. Some Galas have specific time restrictions (e.g., 'no slower than' or 'no faster than' times). We also keep you updated through Facebook and Instagram, so if you haven't already, we encourage you to download the 'Sports Engine Motion' app.

A confirmed entry list is usually published around 2 weeks after the closing date, allowing you to check if your swimmer's entry has been accepted. Entries are generally only declined if the meet is full or if the swimmer's times don't fit the licensing criteria.

Please note that clubs typically do not offer refunds for withdrawing from a gala once the entry is confirmed. If you need to remove a swimmer, contact the Gala Secretary (galasecretary@teamwaveney.co.uk) as soon as possible.

On race day, the team will sit together on deck, with coaches and team managers offering support and encouragement to ensure all swimmers have a great time. Friends cheering them on adds to the fun and excitement!

A BIT ABOUT EVENTS

In competitions, swimmers may find themselves racing against others who are much older, younger, or even in mixed-gender heats. This is why it's crucial for swimmers to focus on their own performance rather than comparing themselves to others. They might finish last in their heat but still win their age group!

The race environment will be different from practice sessions. You'll see official timekeepers, referees, and judges; starting blocks will be in place, and there may be many spectators cheering. Just before the race starts, you'll experience the sudden shift to complete silence—a rare moment compared to practice sessions!

Medals are awarded based on age categories, though the criteria can vary depending on the organiser. But medals are just part of the excitement; we all love seeing personal bests (PBs) and celebrating milestones, like breaking 40 seconds for the 50m freestyle for the first time!

When entering events, you'll fill out an entry form, using Sports Engine and the club will handle the bulk entry submission and payment to the host club. We will then invoice you for the races you've selected. Please make a note of our entry cut-off date, which may be earlier than the one provided by the host club. This allows us time to review entries and increases our chances of acceptance.

If you're unsure which events to enter your swimmer into, feel free to talk to your coach!

WHY PARTICIPATE IN AN OPEN MEET?

First and foremost—fun!

Swimmers should enjoy what they do, and Open Meets are a fantastic way to celebrate their hard work and see the results of their training.

These events also encourage team spirit, as we love watching our swimmers cheer each other on!

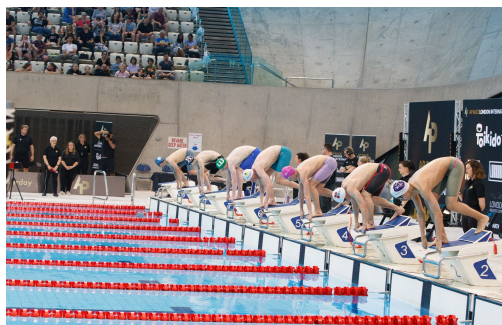
Additionally, Open Meets provide a competitive environment where swimmers can be officially tested on their skills and technique. They can progress through different levels, learning from each race—whether it's understanding a disqualification, analysing what went well, or identifying areas for improvement. It's all about continuous progress, no matter how big or small.

WHAT TO BRING TO A GALA/MEET

Parents, please ensure your child has plenty to drink and a suitable snack. Here's a checklist to help you prepare:

Gala Checklist

- Team swim hat (plus a spare)
- Swimwear
- Team Waveney T-shirt and shorts (to wear poolside) – essential for easy identification by Coaches and Team Managers.
- Plenty of drinks (water, diluted squash—no carbonated drinks).
- Healthy snacks (carbohydrates are vital for long galas; pasta is a good option). If you need more information on nutrition, please ask.
- Two towels
- Poolside shoes (e.g., crocs or flip-flops)



SUPPORTING YOUR SWIMMER

Swimming is a competitive sport, and wins are worth celebrating, but it's equally important to recognise individual improvement and avoid comparing your swimmer to their peers.

Young swimmers mature at different rates. For example, Adam Peaty didn't qualify for his first Regional Competition until he was 15, an age by which some might have already been discouraged.

Each swimmer progresses at their own pace, and in the early years, enjoying the pool and focusing on technique will set them up for success as they grow older, develop a better understanding of their training, and hopefully, continue to love swimming.

Remember, that first official race and standing on the starting block is a significant achievement. It takes courage to compete in front of a crowd, especially at a young age!



SWIMMING TERMINOLOGY

Blocks:

Starting blocks used in racing. Swimmers start from a raised platform at the start of the race.

Consideration or Qualification Time (QT)

The slowest entry time for a particular event that organisers will consider.

DQ or Disq:

Abbreviation for "Disqualified" on result sheets.

DNF:

Did not finish. Seen on results sheets when a swimmer stops before the end of the event.

DNS:

Did not start. This will appear next to a swimmer's name in event results if they did not turn up or withdrew.

Entry Time:

The time submitted by the club for a swimmer being entered in a gala. It may not always be the swimmer's current PB.

Flyer:

A false start or early takeoff in a race.

Form Stroke:

One of the three strokes with specific requirements (e.g., 200m backstroke, butterfly, or breaststroke). Freestyle is not a form stroke but is used for distance events.

Freestyle:

An event where any stroke can be used, though most swimmers use front crawl.

Heat:

Swimmers in the same event at the same distance in groups based number of participants and available lanes.

Heat Declared Winner (HDW):

When no final is swum, the winner is determined based on the times in the heats.

Individual Medley (I.M.):

The competitor swims all four strokes in the following order: Butterfly, Backstroke, Breaststroke, Freestyle.

Licensed Meets:

Meets where times can be used to qualify for national competitions.

Long Course:

Events held in a 50m pool.

SWIMMING TERMINOLOGY CONTINUED

Lower Qualification Time (LQT):

The slowest entry time for a particular event that organizers will consider.

Medley Relay:

Four swimmers, each swimming a different stroke. The order is Backstroke, Breaststroke, Butterfly, Freestyle.

Personal Best (PB):

A swimmer's best time for a given event.

Short Course:

Events held in a 25m pool.

Split Time:

The time it takes to complete a specific section of a race. For example, a split time for 50m in a 100m swim shows how long it took to complete the first 50m.

Time Trial:

Internal event to establish times for entry to galas and team selection.

Upper Qualification Time (UQT):

The fastest entry time for a particular event that organizers will consider.



CLUB SPONSORS



please contact us for sponsorship opportunities