

Policy Title:	<i>Attendance Policy</i>	Pages 2
Approved:	2019	Waterloo Region Artistic Swimming Club
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Purpose

Attendance at practices is an integral part of the commitment of being a member of team. A swimmer's absence affects their individual performance as well as their team's ability to reach their goals. Any extended absences have a large impact on the entire team so it is essential that the coach is notified as soon as possible of any planned absence.

Scope and Application of this Policy

1. Swimmers are expected to be committed for the entire competitive year as a team member.
2. Swimmers arrive for practices (water and dry-land) at the time requested by coaches, in proper attire and with necessary equipment, so that practices can start at the designated time.
3. Attendance and participation at all practices (water and dry-land) is mandatory. Club holidays will be outlined as early as possible in the swim year and only those days specified will be allowable holiday times for team members. Special events may receive special consideration from the coach, but absences must be approved prior to the occasion by the coach. **Any extended absence has a big impact on the whole team as routine practices are greatly affected. This is critical in the two-weeks before a meet. For example the a March meet may fall close to March break so if you are considering travelling then you must speak to your coach as soon as possible.**
4. Swimmers are expected to attend all practices.
 - Swimmers with medical ailments are expected to attend practice and participate as much as possible.
 - In circumstances where swimmers cannot attend for medical reasons, e.g., fever, vomiting, the swimmer or parent or guardian must communicate with the coach prior to practice or in a timely manner.
 - A medical note or certificate may be requested if swimmers repeatedly miss practices or require training modification (see Medical Accommodation Policy).

5. ONLY the swimmer and /or **his or her** parent or guardian MUST communicate with the coach if the swimmer will be absent PRIOR to practice or in a timely manner or if the swimmer has a minor ailment.
6. Exceptional circumstance related to attendance or tardiness must be discussed and authorized by the Head Coach.
7. Continued and/or unexcused absences will be managed on a case by case basis by the Head Coach.
8. **There will be no planned absences 2 weeks prior to competitions** (see Competition Calendar).
9. A swimmer is expected to attend ALL competitions outlined in their competition path. If a swimmer must miss a competition for ANY reason, the parent/guardian MUST communicate with the Head Coach immediately. Absences from any competition not approved by Waterloo Region Artistic Swimming Club may impact participation at future competitions at the discretion of the coach and head coach.