

SOUTHWEST SWIMMING ASSOCIATION

Member Handbook

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About Southwest Swim Club

Southwest Swim Club is a member-owned, non-profit, private swim club in Columbia, Missouri. The location is in the Old Southwest neighborhood of Columbia at the corner of Stadium Boulevard and College Park Drive. We have been in this location since the early 1960s.

Our swimming pool and sundeck was completely rebuilt in 2014. The new pool has a large diving well with two diving boards; a large main pool area that can be split into six lap lanes; and the Sun Deck, which refers to the shallow entry section with large wide steps. There is also a separate baby pool (depth of 12") that is fully fenced for safety. Both pools are surrounded by a concrete deck with umbrella tables & chairs, lounge chairs, and plenty of space for towels.

Members have access to our three tennis courts (two striped for pickleball use), a basketball court, a beach volleyball court, and a playground structure that is adjacent to the pool. We also have shuffleboard, a foosball table, and swings.

Pool Management

Southwest Swim Club is managed year-round by the SWSA Board of Directors, which is comprised of 13 volunteers from the pool membership. Each member on the Board is responsible for one area of the club, such as facilities care, membership, budget, personnel, social activities, swim/tennis, etc.

During the pool season, the pool is staffed with paid employees, including a full-time Pool Manager, 2-3 assistant managers, and lifeguards. The Personnel Chair on the Board of Directors is responsible for overseeing the hiring process.

All staffers are certified with current Red Cross, Starguard, or other valid lifeguard certification on file with SWSA. In-service trainings are held regularly through the season. While at the pool, staffers must wear official red swimsuits as uniforms.

The vast majority of our staff (including management) is affected by the school calendar, as they are either in high school or college, or sometimes they are teachers. Therefore, staff time is considerably limited once school starts in mid-August. This is why we have a major adjustment to our hours of operation in mid-August every year.

Members and guests are expected to promptly and respectfully comply with directions from lifeguards and pool management. Our pool staff is responsible for enforcing rules and regulations, and sanctions can be imposed on members in order to assure everyone's safety.

Hours of Operation

The regular daily hours of the pool are 10:00 AM to 9:00 PM.

There are a number of exceptions to these hours for various events, but we keep a Google calendar that is updated with each day's operating hours and any events that may affect those hours. Facebook/Twitter is our go-to method for last-minute updates and changes to events.

Early Bird Swim in July

From 6:30 AM to 8:00 AM on Mondays, Wednesdays, and Fridays from July 1 until mid-August, the pool is open for Early Bird Swim. These hours are subject to change depending on staff availability.

Early Bird Swim is Adults-Only (18+) time for lap swimming and exercising. Children are not allowed on the premises during Early Bird Swim, and the baby pool is not open.

The guardhouse will be staffed during Early Bird Swim, but lifeguards will not be on the stands. Pool use during Early Bird Swim is at the member's own risk.

Schedule Change in August

Our pool staffing is tremendously affected by the start of school in August, as the vast majority of our staff members (including managers) are in school (high school or college) or work at a school. When school starts back up in mid-August, we must adjust our weekday hours significantly.

(The schedule offered below is subject to change based on staff availability.)

Beginning on or about August 15 (the first day of Columbia Public Schools), the schedule might be:

10:00 AM	Pool will be open for Deck & Dip
3:00 PM	Pool will close
4:30 PM	Pool will reopen for general use
9:00 PM	Pool will close for the day

In SWSA lingo, Deck & Dip means that the main pool is open for adults only (18+). Adults may swim laps, exercise, sunbathe, and/or sit with friends. The baby pool is open for parents/caregivers with babies or small children (under age 5) only, and children may not play or hang out around the main pool. The guardhouse will be staffed, but lifeguards will not be on the stands during Deck & Dip, so pool use is at the member's own risk.

Effectively this means the pool is closed to families until 4:30pm on weekdays between August 15 and Labor Day.

Weekend hours will be unchanged. On Labor Day itself, weekend hours will apply.

Parking

Parking is available in our adjacent lot, along the street next to our lot, and along College Park Drive.

We are also permitted to use the parking lot behind the Seventh-Day Adventist Church across College Park Drive EXCEPT on Wednesday evenings and Saturday mornings before noon when church services are held.

Please be mindful of driveways in the neighborhood and do not block them with your car (particularly the driveway across the street from our lot). Let's be good neighbors!

Internet

The pool provides wireless internet access. Please ask at the guardhouse for credentials.

Lost & Found

The Lost & Found is located in the guardhouse across from the vending machines.

We have a "Community Toy" collection of toys owned by the pool that are used by all children, and this collection overlaps with our Lost & Found. If you are missing a special toy, contact pool staff as soon as possible so that they can attempt to locate it. Please label any special toys with the child's name.

Weather Policies

At the onset of inclement weather, such as thunder or lightning or rain affecting water visibility, staff instruct swimmers to leave the pool and clear the pool deck for at least 30 minutes while management reviews conditions and deems the pool safe for reentry. Please obey all staff instructions regarding inclement weather.

The pool does not open until air temperature is 70 degrees or above (Fahrenheit).

Pool staff will use social media for announcements regarding closure or delayed openings due to weather.

Events & Parties

Southwest has many traditions, parties, and events through the summer. Below is a short list of some of our usual activities:

- **Member Work Day:** On a designated day before the pool opens, club membership comes together to tackle the yearly chores needed to open our member-owned pool for use. These chores include cleaning up flowerbeds, hosing down our pool deck & furniture, scrubbing down the bathrooms, organizing closets, and more. Bring your rakes, shovels, work gloves, sunscreen, and water bottle. The whole family can help out!
- **Sign-Up Day:** In the week before the pool opens, we set up a date for members to stop by and pick up guest passes, sign up for swim team and lessons, talk with the Pool Manager or Board members, and chat with other members.
- **New Member Social:** Usually held on Sign-Up Day, this is a specific time set aside for our new members and summer seasonal members. We give them a tour of our facility & grounds and answer all their questions.
- **Opening Day:** It's a tradition for some families to be the first to jump in the water when the whistle blows at 10am on opening day.
- **Tween Nights:** Tween members and their guests are invited to our special after-hours Tween Nights. These are held monthly and have themes with games and activities. There is an extra cost to participating for both members and guests, and we are always looking for adult chaperones for these events, so look on social media for the sign-up!
- **Tie-Dye Tuesdays:** On Tuesdays in June, our lifeguards will be doing tie-dye for anyone who wants to bring in items of clothing. Check the label- synthetic items don't dye quite as well as cotton.
- **Fourth of July:** We have a full day of fun community activities on the Fourth of July, but please note that we close early at 6pm! Our events on July 4th include diving contests, lawn games, competitions, and a club-wide potluck lunch.
- **Family Fun Nights:** Every Friday night in July is Family Fun Night, each with its own theme and activity. The pool is open late on Family Fun Nights and we have scheduled food trucks to offer you an easy dinner option.
- **Adult Nights:** We have regular after-hours parties for adults to relax together for kid-free fun. Ladies' Night is often a big hit!

We will try to include upcoming events on our mass emails, but usually social media (Facebook/Twitter) is the best place to keep track of events. Events are also added to the Google Calendar. (Links to these can be found in the Contact Info section of this handbook.)

Hosting a Party

A Party is defined as more than 5 guests accompanying you/your family to the pool at any time. If you have more than 5 guests accompanying you, it is a Party (even if there's no cake or streamers in sight). Parties must be approved by the Pool Manager- you fill out the During Hours Request Form at least 48 hours in advance and submit the request for approval.

Because of staffing and safety issues, we have to limit the number of parties we can allow, which means that your request may be denied. We recommend scheduling your parties well in advance to ensure you book the date you want. Additionally, on some days (such as July 4), we do not allow any parties because of the number of people we expect at the pool that day already.

Guest passes or pool entry fee must be provided for all guests in attendance at a party, but we do not charge extra for a During Hours Party.

Parties during regular hours are limited to 15 guests in total. Do not ask friends to bring in extra guests to skirt this rule.

Parties are limited to 3 hours each. Parties must end on time with guests & members cleaning up the area and packing up. If your party begins at 6pm or later, your party must end by 8:45pm to ensure that the party is cleaned up by the time we close at 9pm.

Parties must be approved in advance. Staff has been forced to turn away parties when members did not give us adequate notice, or when members brought too many guests. This is unpleasant for everyone involved (especially children), so please do not put us in that situation.

Registering a party does not guarantee a space. Most families hosting parties will come early to claim space for parties under the pavilion or on a picnic table. If necessary, the manager or staff on duty can assist with finding an area for parties, though this space may not be the most ideal. Additionally, claiming party space under the pavilion does not guarantee privacy.

All swim club regulations apply during any party. Anyone not complying will be asked to leave.

After Hours Parties

If you want to host a big party, consider renting the pool for an After Hours Party! This is a party held after the pool closes on a regular day, so they always start at 9:00 PM and end at 11:00 PM, with all parties leaving on time. The pool will be cleared at 10:45 PM to ensure the party ends on time.

We charge flat rates based on the number of people, whether members or guests, and those rates pay for full staffing including lifeguards.

Dates are subject to availability so put in your requests early to get your date of choice.

For after-hours parties that include people under the age of 18, additional adult supervision must be provided by the hosts. One chaperone (an adult 21+) must attend for every 10 minors.

The form for After Hours Parties is on our website and lists the rates. Please see <http://swswim.org/party-requests/>

Food & Drink

Outside Food & Drink

Outside food and drink are permitted at Southwest Swim Club. Families can eat at the umbrella tables on the pool deck. We also have picnic tables around the playground and under the covered pavilion where larger meals and potlucks can be shared between families.

We have an onsite grill. The grill is available first-come, first-serve. All necessary grilling equipment (charcoal, matches, utensils, etc.) will need to be brought with you. Please clean up the grill and area after use.

Food delivery is welcome. In fact, it's something of a club tradition that summer evenings will bring a parade of food delivery trucks. Food deliveries will be announced over the public address system.

On Fridays in July, we will have food trucks in the parking lot as part of our Family Fun Night activities.

Exceptions to the food & drink policy:

- No alcohol is permitted at all. This is a major issue for our insurance, so please do not sneak it in or test us on this. No alcohol on our premises.
- No glass containers. This includes glass water bottles, glass picnic containers, Mason jars, or any other type of glass.
- No food or drinks in the pool.
- No gum is allowed.

Food Concessions

Food concessions sold at Southwest are very limited.

We have two vending machines in the guardhouse (one for soda, one for snacks). These are equipped to take credit cards and cash, but they are vending machines and may not always be reliable. The guardhouse cannot make change for the vending machines.

Ice cream and popsicles are sold in the guardhouse by the lifeguards. There is a variety available. They only accept cash.

Cleaning Up

Clean up after yourself! The club does not have janitorial staff. Lifeguards are onsite to keep us safe, not clean up after our messes.

Members are responsible for cleaning up after themselves and their guests during the whole visit, not just at the end. If your wrappers blow away in the wind, chase them down. If you have a spill of drink or crumbs, ask for a mop or broom at the guardhouse for cleaning supplies and take care of it yourself. If you see trash left behind by other people, please pick it up!

Help us keep our facility and grounds neat and clean!

Trash containers are provided in various places around the facility, and recycling bins for aluminum & plastic bottles is located in the guardhouse next to the vending machine. Members are expected to use the recycling bins for materials that can be recycled.

Your Membership & Your Family

Membership Information:

Southwest Swim Club is a member-owned private swim club. Once you join the club as a member, you are expected to pay annual dues until you formally relinquish membership in the club. Dues are owed by May 1 every year. (It is possible to suspend membership, or skip a year of membership, by contacting the Membership Chair before April 1 of that year.)

Members pay a membership fee which is refunded when membership is relinquished. All members are issued a membership certificate as proof of this membership. It is an orange, embossed, official-looking certificate that you should put somewhere safe, as you will be asked to return it on relinquishment.

Membership is governed by the Bylaws of the Southwest Swimming Association. This includes caps on the number of club memberships, the cost of membership, the types of membership, and other details.

Memberships are not transferable. If a member wants to relinquish membership, that must go through the Membership Chair. Open memberships are offered to those on the waiting list in the order of application only.

There is one annual Membership Meeting every year, the date of which is guided by our Bylaws. It is set in early March. Please attend this meeting as you will learn a lot about how our pool works, and we also need to get to a quorum so that we can pass our business for the year.

Types of Membership

We have three types of membership at Southwest Swim Club:

1. Household Membership

Household Membership was formerly known as Family Membership. Our club caps the number of Household Memberships at 400. Household membership includes the main Membership Holder(s), their spouse or partner, and/or children in their care, all of whom must reside at the same address year-round. Unmarried children who go to school out of town but live at home in the summer will be counted as part of the membership. Parents/grandparents who reside in the same house with the Membership Holders may also count as part of the membership.

Membership Holders: For a Household Membership, the Membership Holders are the person(s) who signed up for the membership. This usually refers to the adults or parents on the membership. All others listed on the membership are referred to as dependents, even if they are adults. Dependents are members, but are not considered Membership Holders.

New for 2019: Household Plus is available as an option for Household Memberships. This was formerly called Extended Family but the title & definition has changed. More information on Household Plus is below.

Guest Passes: Household memberships are allotted 20 guest passes per summer, and more can be purchased at the guardhouse.

2. Emeritus Membership

Emeritus Memberships are held by an individual or couple only, where one of the membership holders is age 65 or older. We do not have a cap on Emeritus memberships at the club. Any member is eligible for conversion to Emeritus if they are or will be 65 by May 1 of that year. The membership holders must be full members for at least one year before Emeritus conversion.

New for 2019: Emeritus members are no longer eligible to add any dependents or Household Plus to their membership, so therefore all members on an Emeritus membership are Membership Holders.

Guest Passes: Emeritus memberships are allotted 10 guest passes per summer, and may purchase more guest passes at the guardhouse.

3. Single Membership

Single memberships are held by one person only. Single memberships are capped at 10, and we have a waiting list for these spots. (If you are interested in a Single membership, please contact the Membership Chair.) Single memberships are not eligible to add any dependents or Household Plus to their membership, so therefore the Single member is the Membership Holder.

Guest passes: Single memberships are allotted 10 guest passes per summer, and may purchase more at the guardhouse as any other member can.

All members fall into one of these three types.

We also have Summer Seasonal Memberships. These are temporary memberships extended to those on the waiting list to take the place of those who have suspended membership for the season. Seasonal members fall into either Household or Single categories and enjoy all the same privileges as they would if they were full members. Seasonal memberships are offered to those at the top of our waiting list for the current season, and they are likely to be offered full membership (depending on availability) for the next season.

Suspension or Relinquishment of Membership

If a member wants to fully relinquish membership in the club, notice must be given to the Membership Chair by April 1 of that year. We will request the return of the membership certificate you were issued and tennis keys (if you checked one out), and we will refund your membership fee. You will no longer be a member of the club or enjoy any club privileges.

If a member wants to skip a year of membership without fully relinquishing, we call that Suspension. Notice of suspension must be given to the Membership Chair by April 1 of that year. The member will

not owe any dues for that year, and will not enjoy any club privileges. The club will issue a summer seasonal membership in place of the suspended member. The next year, on payment of regular dues, the member will return to full club privileges. (Please note that if any special club fees were assessed during the year that membership was suspended, the suspending member will be responsible for paying those assessments the next season.)

Children

All children ages 9 and under must be accompanied by a responsible adult, whether using the pool or just on the pool grounds.

Member children can use the pool with a non-member adult. For instance, a member child with a babysitter can use the pool. The babysitter would check in the member child under the member's name, and then provide a guest pass (or pay for entry) for themselves.

Guests

All memberships include a set of guest passes. Additional guest passes can be purchased at the guardhouse in books of 10 for \$30.

Guests can also pay directly at the door for \$4/person.

Babies under the age of 1 are free, but we do not otherwise have discounted rates for entry for other groups.

Guests MUST be accompanied by a member at Southwest Swim Club. Guests may not use passes alone and may not be checked-in without a member present. The guest must continue to be accompanied by the member while at the club. If the member leaves the club, the guest must also leave.

Members must meet guests at the check-in and assist with the check-in. If members are already present at the club, lifeguards will make an announcement when guests have arrived. Members who are expecting guests need to be alert to these announcements. Lifeguards will make every effort to contact the member about their guests, but guests will not be allowed entry without the member physically present at check-in.

Children who are members can bring adults as guests. For instance, a babysitter or grandparent can bring a member child to the pool. The adult gives the Family Name for the child at check-in, and presents a guest pass (or pays for entry) for themselves.

Do NOT bring more than 5 guests at a time without full advance approval by pool management. Anytime you have more than 5 guests with you, it's considered a During Hours Party, and we require advance notice & approval of parties. Please see the section on Parties for more information. Advanced notice is necessary to provide adequate staffing & security for everyone, and we will turn you away if you bring more than 5 guests without approval, and that's difficult for everyone.

Guest pass usage may be limited at peak times to maintain the safety of patrons. This is at the discretion of the manager on duty.

Abuse of guest pass privileges can result in sanctions for the member.

Babysitters & Grandparents

Babysitters and grandparents may accompany member children to the pool without a member adult present; however, they must use guest passes or pay at the gate for entry.

If non-member caregivers are accompanying children to lessons or swim practice while the club is open, the caregiver must use a guest pass or pay at the gate for entry, even if the caregiver does not plan to swim and/or is not dressed for swimming. If the pool is closed (as it will be for regular weekday swim lessons), this does not apply. But if the pool is open, as it is for evening swim team practice, evening swim lessons, any individual swim lesson, tennis lessons, etc., guest passes or gate entry payment is needed.

Household Plus

Household Plus was formerly known as Extended Family, but Bylaws changes in 2019 changed both the title and the definition.

Household Plus is now defined as an additional non-resident person who can be added to the Household Membership for the sole purpose of supervising minor children on the membership. This person may only enter the club when accompanying the minor children, and may not enter on their own.

In the past, we allowed the use of this for non-resident family, but this is no longer allowed. However, guest passes can be used to bring these family members to the club instead.

If you wish to add Household Plus to your membership for the summer, please contact the Membership Chair as soon as possible.

If you will be using multiple babysitters or nannies throughout the summer, each of them needs to be added individually. You cannot use one “placeholder” for all babysitters. However, if you use one babysitter at the beginning of the summer and a different babysitter at the end of the summer, we can make that name change. Contact the Membership Chair about this.

Your Relationship with Staff and Other Members

Southwest Swim Club is all about a great community. It's the reason many of us have stayed here for years (or decades), and it's the reason that we have a long waiting list for entry.

Respect for other members, guests, and particularly for pool staff/management is crucial to keeping that community.

Verbal or physical abuse will not be tolerated.

Harassment will not be tolerated.

For 2019, we have instituted a new rule about photography in our restrooms. Use of devices that are capable of taking pictures or video are not allowed in our restrooms at all (even if the use is not related to photos).

Taking photos of other members/guests without their express consent is strongly discouraged. We know it is not possible to enforce this as a full prohibition. However, we encourage you to ask for that

consent, especially if these are members who are appearing in the background of a photo that you plan to post to social media. Please recognize that our members/guests are often wearing fewer clothes/exposing more skin at the pool than they would be on the street, and may not want a picture of themselves posted for the world to see.

Please note that taking and/or posting photos of members, guests, or staff at Southwest Swim Club for the purpose of shaming or humiliating will not be tolerated. We do consider that abuse and we will not tolerate it.

All Southwest Swim Club members and guests are expected to promptly and respectfully comply with directions from lifeguards, pool staff, and/or pool management.

Using the Pool

Pool Check-In

Lifeguards are stationed at the entry during pool hours to do check-in. When you approach the lifeguard, smile and introduce yourself and get to know them! Our lifeguards have our safety in their hands.

To check you in, the lifeguard will need your Family Name. They will locate your family in the list of memberships. They will ask for the number of members & guests attending with you. You will then provide the lifeguard with guest passes and/or entry fees.

Family Names are usually the shared last name for everyone on the membership. For some families, this is straightforward since everyone has the same last name. For many of the families in our club, however, it is not straightforward. Many of our families have multiple last names, sometimes 3 or 4. We understand this complication, and we encourage you to pick a Family Name that works best for your family. We don't care what it is- you could even pick a Family Name that is just a codeword, as long as you all remember it for check-in.

Regardless, we encourage you to introduce yourself and your family to the lifeguards. We have a lot of families and a lot of lifeguards, but it is good for our safety and our community if the lifeguards know which adults belong to which children, and which adults belong to each other.

If a member or guest has a medical condition, allergy, or special needs which may require accommodation, please discuss with pool management. In some cases, you may want to give us advance notice, depending on the accommodation required.

Attire

Please wear appropriate swimwear at all times. Cut-off jeans and thongs are not appropriate for the pool.

We do not allow the use of mermaid tails.

Water wings are not allowed, as they are not Coast Guard approved PFDs (Personal Floatation Devices).

Swim Diapers

Children who are not fully toilet-trained (and adults who are incontinent) must wear a swim diaper in the pool at all times.

Regular disposable diapers are not permitted in the pool at any time.

Swim diapers should fit snugly around the waist and legs, and should be worn with swimwear on top. Swim diapers alone do not qualify as appropriate swimwear.

Disposable swim diapers are widely available on the market. Reusable swim diapers are also available, and Southwest Swim Club encourages the use of reusable swim diapers, whether used with or without a disposable swim diaper underneath.

Caregivers must check diapers every 30-60 minutes. People with soiled diapers must be removed from the pool immediately.

Please change soiled diapers in the restroom, and not at the poolside. Changing tables for children are installed in both restrooms. Please clean people and diaper-changing areas thoroughly to avoid contamination, including wiping down the changing tables after use. The guardhouse can provide cleaning products and plastic bags for soiled clothing as needed.

If accidents or leaks happen in the pool, please notify staff immediately. We understand that it's embarrassing, but we do need to know in order to take care of the problem and keep everyone safe. (If you are too embarrassed to say anything directly, anonymous calls made from the parking lot are better than nothing.)

Facilities

Pool

Our pool was rebuilt in 2014. There are three sections of the pool: the diving well, the Sun Deck, and main pool. Each of these sections is patrolled by lifeguards.

Main Pool

The main pool is 3' deep on the west end and 5' deep on the east end.

The following are not permitted at Southwest Swim Club:

- Do not hang on the swim lane lines (ropes)
- Do not sit or climb on the wall between the main pool and the Sun Deck.
- Avoid crossing lanes when in use (whether lane lines are in place or not)
- Running on the deck is strictly prohibited.
- Unsafe play and rowdiness are not permitted. This includes riding on shoulders.
- We do not allow large inflatable devices such as rafts or tubes in the pool.
- Water guns are not allowed.
- Baby saucers and water wings are not Coast Guard approved Personal Flotation Devices (PFDs), and are not allowed.
- Pool noodles and kickboards are allowed, as long as swimmers do not slap them against the water.

This is not an all-inclusive list; please see the Rules & Regulations section of this document for a more complete list.

Adult Swim

Adult Swim is held 2-3 times each day. At the appointed time, a whistle will blow and all children must exit the pool. Adults (ages 18+) may use the pool and the diving well during this time.

Adult Swim times (subject to change):

- 2:00 PM – 2:15 PM
- 4:00 PM – 4:15 PM
- 6:00 PM – 6:15 PM (as needed, at manager's discretion)

A second whistle will blow to signal the end of Adult Swim. Children may reenter the pool when this whistle blows.

The baby pool is open during Adult Swim, but is (as always) reserved for children ages 5 and under.

Lap Swimming

Most of the time, the only marked lane for swimming laps is the northernmost lane.

When lanes are not marked with lane lines, lap swimmers may use other lanes to swim laps. To avoid disruption, please cluster lanes towards the north side of the pool and away from the entrance to the Sun Deck. It may not be possible to keep an unmarked lane clear during busy times of the day.

Be courteous and avoid crossing lap lanes when in use, whether marked or unmarked.

Water Basketball Hoop

We have a water basketball hoop that gets regular use. This is not for use with real basketballs; use only plastic or soft balls. We have rules about the use of this hoop: no touching the rim, no playing from the side of the pool (the deck), and no rough play.

Sun Deck

The Sun Deck refers to the shallow entry section on the south side of the pool that is separated from the main pool by a wall. Sitting, climbing, or hanging on this wall is not permitted at any time.

The Sun Deck is 1' deep in the shallowest section with large wide steps that gradually step down to an area that is 3' deep. A seating area in the water is available.

This is a popular area for families with small children to play, but please avoid blocking off stairs entirely as they are needed for entry/exit.

Handstands, diving, and excessive rowdiness are not allowed in the Sun Deck area.

Diving Well (Deep End)

The diving well refers to the deep end section of the pool with two diving boards. This area is sectioned off with a rope. Hanging off this rope is strictly prohibited.

Use of the diving board is given precedence over open swim in the diving well. Open swimming in the diving well is allowed up until someone wants to use the diving board, at which point all swimmers must move into the main section of the pool or exit the pool.

Everyone using the diving boards must be able to swim the width of the diving area. In the situation that an individual is not able to meet this requirement, the person must either wear a Coast Guard Approved Personal Flotation Device (PFD), or ask that a lifeguard be available to "catch" the person. Parents are not allowed to "catch" their child.

Use of the diving boards is limited to one person at a time, and divers should only bounce once on the board. Do not use goggles on the diving board. Hanging off the board or rough play in the diving well area is strictly prohibited.

Respect Pool Staff

Members and guests are expected to promptly and respectfully comply with directions from guards and staff members. The staff is responsible for enforcing rules and regulations.

Consequences for violations will be imposed at the discretion of SWSA staff, and may include warnings, temporary removal from the pool or other area, and restriction on behaviors. SWSA Bylaws do permit the termination of membership and permanent removal of members and guests with approval by the SWSA Board of Directors.

Members and guests should not interfere with or sit alongside a lifeguard who is "on the stand" (referring to an on-duty lifeguard watching the pool from the lifeguard stand or next to the pool).

Questions for lifeguards should be directed to guards who are in the guardhouse or at the front desk. Do not divert the attention of a lifeguard on the stand.

Only on-duty guards and board members are allowed in the guardhouse.

PFDs (Life Jackets)

Only Coast-Guard-Approved Personal Flotation Devices (PFDs) are allowed at Southwest Swim Club. Please note that water wings are not approved and may not be used in the pool at Southwest.

A rack of Coast-Guard-Approved PFDs are available at Southwest for community use on a first-come, first serve basis. Staff members can assist with fitting these PFDs if requested.

If a lifeguard determines that a swimmer does not have the skills to swim in a certain depth of water, that swimmer will be required to wear a Coast Guard Approved PFD, or the swimmer will be restricted to a depth-appropriate area.

Toys & Community Toys

Southwest Swim Club maintains a collection of toys that are available for community use on a first-come, first-serve basis. This includes soft and plastic balls, basketballs (not for use in the water), water toys, pool noodles, etc. We welcome donations to our collection!

We do not allow the use of rafts, tubes, water wings, mermaid tails, or baby saucers at Southwest Swim Club.

Basketballs are available for use on the basketball court. We also have a number of other games for playing outside the pool.

Baby Pool

The baby pool at Southwest is separated by a fence from the main pool. It is 12" deep and includes a step for entry. Several umbrella tables and picnic tables are located inside this fenced area. Lifeguards do not patrol the baby pool so supervision by responsible adults or childcare providers is required at all times.

The baby pool is reserved for children ages 5 and under.

Small children will assume that all unattended toys and items in the baby pool area are community property. Since we have a collection of community toys, this is often the case, so parents are not policing their children's use of toys. If your children bring special toys to the pool, they should be clearly labeled with your child's name. If your child is not willing to share, it's best to store these toys out of sight when not in use to avoid the possibility that a toddler might wander off with it.

Water wings and baby saucers are not allowed at Southwest Swim Club, whether in the main pool or the baby pool.

Swim Lessons

We hold three group sessions of swim lessons each summer. Each session includes 10 lessons, one on each weekday over two weeks. The lessons are held between 10 AM and 12 PM, and the pool is closed for this time.

Each child in a member family is entitled to one free session of group swim lessons each summer as part of your membership. However, these lessons are primarily offered during weekdays, and we struggle every year to make our swim lessons available on weekends or evenings to be accessible for all of our families. The issue is staff availability and pool availability.

Sign up for swim lessons begins at Sign-Up Day, but you can also sign up at the guardhouse after the pool opens.

Swim Team

Southwest Swim Club has a swim team. Our Southwest Stingrays Swim Team competes within the Show-Me Swim Conference, a summer swim league that has been operating in Columbia since the 1960s. Our competitors include other area swim clubs, country clubs, and the city Parks & Recreation team.

There is a fee to participate in swim team, and swimmers must attend two practices a week. These practices are held during the day. For an additional fee, swimmers can attend evening practices as well as day practices.

Parents of swimmers are required to volunteer for swim meets.

Sign up will begin on Sign-Up Day with information sent out in advance about practices and swim meets.

The club closes early at 3:00 PM on days when Southwest hosts swim meets at home. There are usually 2-3 home meets every year, and they happen in June. During these swim meets, swimmers can invite non-member guests (such as family members) to watch them compete.

Basketball, Beach Volleyball, and Other Activities

We have a basketball court and basketballs available for use. There are four-square courts marked out on the basketball court also.

Shuffleboard and foosball are available under the pavilion next to the guardhouse.

Beach volleyball is available- the court is located next to the tennis courts. It can be accessed by going outside the club and around the side of the building. The beach volleyball courts are not easily visible from the pool deck or the guardhouse.

Playground

Between the pool deck and the tennis courts is a playground with a climbing structure. The base of the playground is mulch and dirt. Children should be rinsed off in the shower (or with a hose) between playing in the mulch and getting back into the pool.

There are also toddler swings near the climbing structure, and bigger swings outside the club entrance.

Tennis Courts

We have three tennis courts. Two of the courts are also striped for pickleball.

Playing of tennis and pickleball takes priority on the tennis courts.

When tennis courts are used for sunbathing and lounging, food and drink is expressly prohibited on the courts. Spills can cause damage to our playing surface, and they are more likely to happen during these picnics.

Drinks and light snacks are not prohibited for tennis/pickleball players who are actively using the courts to play or take lessons.

Off-Season or After-Hours Use

Members can access the tennis courts after-hours (and off-season) by checking out a key from the guardhouse. This requires a \$25 deposit. Keys must be returned when relinquishing membership, but can be returned anytime.

Tennis keys may only be checked out by the main membership holders, not dependents on the membership. While the tennis key can be used by dependents, the membership holder must be ultimately responsible for the tennis key.

In 2018, the lock was changed on the tennis courts. Those who have a key should have traded it in for a new key during summer 2018. After summer 2018, a new deposit must be put down in order to get a tennis key.

Members who use tennis courts after-hours or off-season must clean up after themselves since staff will not be on duty. Please contact the Board or the Pool Manager with any concerns or questions about the tennis courts or facility at these times.

Tennis Lessons

Group tennis lessons are available for a fee. Sign up usually begins at Sign-Up Day, but you can also sign up at the guardhouse after the pool opens to reserve spots. Individual tennis lessons are available by contacting the tennis coach.

The tennis courts are accessed through the club. If a non-member adult (such as a babysitter or grandparent) will be accompanying children to tennis lessons, this adult will need to provide a guest pass or pay at the gate for entry.

Pool Rules and Bylaws

The Southwest Swim Association is governed by the Bylaws. A full copy of the Bylaws is available on our website¹. The Bylaws regulate membership in the club, organization of the club, frequency of membership meetings, makeup of the governing board, and so on. The Bylaws are distinct from (but have no conflict with) the SWSA Rules & Regulations (which can also be found on our website², but are listed here as well).

SWSA Rules and Regulations

General Facility Rules

- All members must sign in at the pool house. Guests must be registered and accompanied by a member.
- Household memberships receive 20 guest passes annually, and Emeritus & Single memberships receive 10 passes. Additional passes may be purchased for \$4 per pass.
- Only on-duty guards and board members are permitted in the guardhouse.
- Food and drink are permitted on the deck only.
- Members are responsible for the disposal of trash and use of the recycling containers for aluminum and plastic bottles.
- The following are not permitted at the pool or on the grounds of Southwest:
 - Glass containers
 - Alcoholic beverages
 - Illegal drugs (authorities will be called if drug use is suspected)
 - Smoking, including electronic cigarettes
 - Firearms or other weapons
 - Vulgar language; lewd or crude behavior
 - Inappropriate physical displays of affection
 - Vandalism or improper use of facilities, equipment, or furniture
 - Abusive verbal or physical behavior to members, guests, or staff
 - After-hours entry

Facility Use

- Children ages 9 and under must be accompanied by a responsible adult or childcare provider
- Wading pool is reserved for children ages 5 and under. Supervision by a responsible adult or childcare provider is required at all times.
- Each member child may receive one session of swim lessons; additional sessions may be obtained for an additional fee.
- When marked, the northernmost lane is reserved for lap swimmers. Be courteous and avoid crossing the lane when in use.

¹ <http://swwim.org/wp-content/uploads/2019/05/SWSA-ByLaws-approved-2019.pdf>

² <http://swwim.org/about-swsa/swsa-rules/>

- At the onset of thunder, lightning, or rain affecting water visibility, swimmers must leave the pool and clear the pool deck for at least 30 minutes while management reviews conditions and deems the pool safe for reentry.
- All parties held during regular hours or after hours must be scheduled in advance in writing with the staff. After-hours parties are available for a fee. All parties are scheduled on a first-come, first-serve basis. Party forms are needed when members bring more than 5 guests. Party forms can be found on the website (<http://swswim.org/party-requests/>).
- No use of devices capable of photography in the bathrooms/changing areas (e.g. cell phones, iPads, tablets, digital cameras, etc.)
- The following are not permitted:
 - Cut-off jeans and thongs (appropriate swimwear must be worn at all times)
 - Bicycles, skateboards, scooter use on the pool deck, basketball, or tennis courts
 - Running on the deck; unsafe play and rowdiness

Water Safety

SWSA follows Red Cross Guidelines for your safety.

- Members and guests are expected to promptly and respectfully comply with guard directions.
- Swimming is strictly prohibited when there is no lifeguard on the guard stand.
- Neither members nor guests may interfere with or sit alongside a guard on duty.
- Only Coast Guard Approved Personal Flotation Devices (PFDs) are allowed. SWSA provides Coast Guard Approved jackets for the use of adults or children onsite. Staff members can assist with device fitting.
- In the situation where a swimmer whose skills are inadequate for the water depth in which they are swimming is identified by a lifeguard, that swimmer will be required to wear a Coast Guard Approved PFD or the swimmer will be restricted to a depth-appropriate area for their skill level.
- The following are not permitted:
 - Rafts, tubes, water wings, baby saucers, and water guns. (The manager or lifeguard may allow certain items under certain conditions only.)
 - Hard balls of any kind
 - During use of the water basketball hoop: touching the rim, playing from the deck, and rough play are all prohibited
 - Slapping noodles or slapping kickboards

Water Safety: Diving Well

- All persons using the diving boards must be able to swim the width of the diving area. In the situation that an individual is unable to meet the swim requirements, the option of wearing a Coast Guard Approved PFD or having a lifeguard “catch” a person are allowed. Parents are not allowed to “catch” their child.
- Use of the diving boards is limited to one person at a time
- Divers should only bounce once on the board
- Goggles are not allowed when using the diving board

Water Safety: Sun Deck

- Sitting or hanging on the Sun Deck wall at the edge of the swim lane is not allowed.
- Excessive rowdiness, handstands, and diving are not allowed in the Sun Deck area.

If a member or guest has a medical condition, allergy, or special needs which may require accommodation, please discuss with pool management.

Consequences

SWSA staff is responsible for enforcing the SWSA rules and regulations. Consequences for violations will be imposed at the discretion of the SWSA Staff, subject to the following: All staff may impose immediate sanctions to assure safety, order and protection of property. Immediate sanctions include warnings, temporary removal from the pool (or other area), and/or restrictions on behaviors.

Pool Managers on duty may impose additional sanctions, including:

- Verbal Notice to the member, parents, guardians and guests;
- Written Notice to the member, parents guardians and guests;
- Temporary loss of pool and grounds privileges;
- Termination of membership and permanent removal from the pool and grounds, upon approval of the SWSA Board of Directors, in accordance with the SWSA Bylaws.

Factors to be considered in determining sanctions include:

- Level of intent;
- Risk to safety;
- Harm to property;
- Previous rule violations and sanctions.

Contact Info

Pool Manager

Carolyn Jordheim is our new Pool Manager for 2019. This is Carolyn's fourth year working at Southwest Swim Club. We are happy to have her!

List of Board Seats and Members for 2019:

- President: Jenn Sonnenberg
- Vice-President: Richard Perkins
- Secretary: Emily Tracy-Smith
- Media: Kate Canterbury
- Treasurer: Alicia Minor
- Assistant Treasurer: Chimene Schwach
- Emeritus Representative: Kate Harry

- Facilities Chair: Michael Currier
- Membership Chair: Abbie Brown
- Personnel: Amanda Spry-Bazat
- Social Chair: Johanna Cox
- Swim Team/Tennis: Chris Drury
- Assistant Swim Team/Tennis: David Townsend

Links

Our website: <http://www.swsim.org>

Announcements are sent to Twitter and our Facebook Page. The Facebook Page also has Facebook Events for certain activities. We have a separate (but connected) Facebook Group for use as a community discussion board. Instagram is for pretty pictures.

- Facebook page: <https://www.facebook.com/SouthWestSwimClub/>
- Facebook group: <https://www.facebook.com/groups/swsacommunity/>
- Twitter: <https://twitter.com/swswimclub>
- Instagram: <https://www.instagram.com/southwestswimclub/>

Our Google Calendar:

https://calendar.google.com/calendar/b/1/r/month/2018/8/1?tab=mc&t=AKUaPmbps3SwYPX39SaWtzDZKz-u9hYctffsI2d8H4-ZGX9TEe8iM6Obd8O7PYJdvBMyo7aDG4RHuK8sapK-w_YdoMDi0rwtjQ%3D%3D

This is a public calendar for Southwest Swim Club. We are trying to make it easier for you to know what's happening at the club and when so that you can plan your visits. You can add this calendar to your own Google Calendar or another iCal-compatible online calendar for easier viewing.

Mass Emails

We send out mass emails using MailChimp several times a year, especially in the spring. We have an ongoing problem with these emails being sent to our members' Spam or Junk Mail folders. We have done as much as we can on our end to alleviate this problem. The best way to ensure that email doesn't get sent to Spam folders is for every member to do the following:

- Add our email address (members@swswim.org) to your email address book or Contacts list
- When you receive an email from us, mark it as "Not Junk" or "Mark as Safe Sender"

These two things alone will help tremendously with making sure you see the emails we send to you.

We can add multiple emails for every member to our list. Please contact the membership Chair if you want to do that.

Contact Address, Phone, Email

Club Address (NOT for mailing): 1101 College Park Dr., Columbia, MO 65203

Guardhouse Office Phone (during pool season only): 573-445-7667

Membership/Mailing Address for 2019/2020:
SWSA c/o Abbie Brown
1306 Ridge Road
Columbia, MO 65203

Contact emails:

- Membership & Most Questions: members@swwim.org
- Board President: president@swwim.org
- Pool Manager: manager@swwim.org