



BOROONDARA LEISURE AND AQUATIC FACILITIES

SWIMMING LESSONS PARENT HANDBOOK

**ASHBURTON
POOL AND
RECREATION
CENTRE**

**BOROONDARA
SPORTS
COMPLEX**

**HAWTHORN
AQUATIC
AND LEISURE
CENTRE**

**KEW
RECREATION
CENTRE**



WELCOME

Thank you for choosing the Boroondara Leisure and Aquatic Facilities as your provider of swimming and water safety lessons. Congratulations on taking an important step towards your child being safe in and around aquatic environments.

The Y's Swimming Lesson Program is recognised throughout Australia as an industry leader in teaching children the necessary skills to encourage a lifelong love of the water.

Our highly qualified staff will guarantee that your child has every opportunity to learn and develop essential swimming and water safety skills in a friendly and supportive environment.

As part of the Swimming Lessons Membership your child has unlimited access to the four Boroondara Leisure and Aquatic Facilities:

- **Ashburton Pool and Recreation Centre**
8 Warner Avenue Ashburton
- **Boroondara Sports Complex**
271c Belmore Road Balwyn North
- **Hawthorn Aquatic and Leisure Centre**
1 Grace Street Hawthorn
- **Kew Recreation Centre**
383 High Street Kew (Closed for Redevelopment)

To ensure you maximise your swimming lessons membership we encourage you to read the information contained in this handbook and visit the swimming lesson page on our website.

boroondaraleisure.com.au

OUR CURRICULUM

Our framework ensures all people are provided with the skills and knowledge they need to develop a positive connection to the water through learning to swim.

Our framework is responsive to the needs related to achieving outcomes in drowning prevention for the communities we work with.

We uphold a progressive teaching approach that builds foundational and proficient skills in a range of aquatic disciplines.

KNOWLEDGE

SKILLS

EXPERIENCE



- ✓ Water Familiarisation
- ✓ Buoyancy and Body Orientation
- ✓ Safe Entries and Exits

- ✓ Underwater Skills
- ✓ Front and Back Skills
- ✓ Treading Water and Sculling



- ✓ Rescues
- ✓ Open Water Simulation
- ✓ Lifejacket Experience

- ✓ Personal Survival Knowledge
- ✓ Survival Swimming



- ✓ Freestyle
- ✓ Backstroke

- ✓ Breaststroke
- ✓ Butterfly



- ✓ Endurance Swimming
- ✓ Performance Skills

- ✓ Diving

WATCH AROUND WATER

Boroondara Leisure and Aquatic Facilities are proudly Water Around Water accredited facilities.

The role of a swim teacher is to teach your child, and the role of a lifeguard is to supervise the entire pool. It is not the responsibility of either role to individually supervise your child, therefore while accessing the aquatic environments it is important that your child remains your focus at all times.

We have strict guidelines that we ask you follow while visiting any Boroondara Leisure and Aquatic Facility. If an adult other than yourself will be accompanying your child to lessons please ensure they have read and understood these guidelines.

Children under 10 years of age are required to be supervised at all times, even when they are participating in lessons so please sit close by where your child's lesson is occurring. We also encourage you to let your child's teacher know where you are sitting so that they can call on you for your assistance if required.

Parent participation in infant classes is compulsory. If your child is aged between 6 months and 3 years please ensure that the accompanying adult comes prepared to get in the water.



CHILDREN UNDER 10 YEARS

- **Must be constantly and actively supervised**
- Must be accompanied into the centre by a responsible parent/guardian and supervised at all times
- Parents/guardians must position themselves to have a clear view of the child with no physical or structural barriers between them and the child/children
- **Must wear a yellow wristband – these can be collected from Customer Service on arrival**
- Supervision ratio of 1 supervising adult to 4 children

CHILDREN UNDER 5 YEARS

- **Must stay within arm's reach during recreational play activities**
- Must be accompanied into the centre and the water by a responsible parent/guardian
- **Must wear a pink wristband – these can be collected from Customer Service on arrival**
- Supervision ratio of 1 supervising adult to 2 children

CHILDREN 10 YEARS OLD AND OVER

Parents/guardians must use their knowledge of an individual child's swimming ability and general development to determine the level of accompaniment required.

LIFEGUARDS SAVE LIVES. PARENTS SUPERVISE.



COMMUNICATING WITH YOU

We will regularly communicate with you regarding your child's progress and program updates. Communication will occur through different channels, including our Perfect Gym Client Portal.

This portal will allow you to:

- Track and monitor your child's progress
- Manage your enrolment
- Book make-up classes



Log into our online customer portal to manage your enrolment and activity.

How-to guides are available on our website.

Check out the SKILLS tab for progress updates.

TEACHERS

Our teachers hold nationally accredited Teacher of Swimming and Water Safety certificates, are First Aid and CPR trained, have undergone Child Protection Training, and hold current Working with Children Checks.

All teachers that instruct infants and preschool classes hold additional qualifications specific to these areas.

Teachers regularly undergo training and professional development workshops to ensure teaching remains consistent and at the highest level.

Many teachers also hold additional qualifications such as:

- Autism Swim Accreditation
- Access and Inclusion
- Towards competitive strokes
- Teacher of Adults

TEACHER IN CHARGE

There will be a **'Teacher in Charge'** located on pool deck for the majority of lessons. Their role is to assist families, students and teachers with any situation that might arise. They are your go to person about your child's progression and assessments.



SAFEGUARDING CHILDREN AND YOUNG PEOPLE

THE Y IS COMMITTED TO SAFEGUARDING CHILDREN AND YOUNG PEOPLE. WE HAVE A VARIETY OF PRACTICES IN PLACE TO ENSURE THAT CHILDREN ARE SAFE.

Our Safeguarding Children and Young People Framework includes:

- Safeguarding Children and Young People Policy and Procedure
- Incident Reporting and Management Framework
- Health, Safety and Environment Focus
- Staff Code of Conduct

Our employees and volunteers are our most valuable assets when it comes to keeping your children safe. We require all employees and volunteers to undergo an extensive screening process prior to appointment. Our recruitment and induction process involves:

- ⊙ A thorough recruitment screening, requiring a minimum of two reference checks, a national criminal history records check and a Working With Children Check
- ⊙ Thorough induction and training process
- ⊙ Pre-employment training related to child protection

We ask all parents and guardians to:

- Ensure your children have adequate supervision at all times when you visit a Y centre/service
- Ensure that your behaviour contributes to our child safe environment
- Tell us if you see something inappropriate
- No photography/filming within the pool environment and our facilities

MEMBERSHIP BENEFITS

- ✓ Complimentary access to BLAF pools all year round (including supervising adult for students 0-4 years old)
- ✓ Unlimited make-up lessons when you register your absence in advance via the client portal (90 Day expiry applies)*
- ✓ Medical suspensions available for lessons missed due to illness or injury when a doctor's certificate is provided (available for 2-8 weeks)
- ✓ 10% of merchandise in centre

Terms and conditions apply. For more information and FAQ's, please see our website.

PROGRAM PAYMENT

The Y's swimming lesson program operates 48 weeks of the year. The continuous program is designed to support faster skill acquisition without the stop-start of term breaks.

- 48 program weeks: mid-January to mid-December
- 4 non-program weeks
 - 3 weeks for summer holidays
 - 1 week for Term 1 break
- Lessons are not conducted on gazetted public holidays.
 - Students receive an additional makeup lesson for a lesson that falls on a public holiday.

Payments for lessons are made by fortnightly direct debit.

All lesson fees are calculated on a fee per lesson schedule with the total cost of the year's lessons. This fee is phased evenly across all 26 fortnightly debits per year.

This means that debits will continue throughout non-program weeks. The intent behind the 26 fortnightly debits per year is to minimise the cost impact to families by reducing the value of each debit.

GETTING YOUR CHILD READY FOR LESSONS

To help your child easily transition and get the most out of their lessons we encourage you to:

- Bring your child into the centre prior to their first lesson to help them feel comfortable in the Centre
- Where possible, shower your child prior to entering the pool
- Have a healthy snack and drink ready for your child after their lesson

If your child is not yet toilet trained, it is important they wear appropriate aqua nappies in the water.

If your child is feeling unwell it is important to keep them home. We provide make-up lessons to ensure there is no break in their skill development. You can manage your absences and makeup lessons through the Perfect Gym Client Portal.

WHAT TO BRING

Below is a list of items that parents are encouraged to bring to make swimming lessons easier for you and your child.

- ✓ Membership Card/Wristband - to ensure easy access to the centre bring your membership card with you
- ✓ Goggles - It is important that when using goggles at any age that they are the right fit, talk to our Customer Service Officers for advice
- ✓ Towel
- ✓ Warm clothes to put on after a lesson
- ✓ Sunscreen - for outdoor classes and play
- ✓ Snack and water for after - Learning to swim is hungry work!
- ✓ Aqua nappies for children not yet toilet trained

THE START OF A LESSON

To ensure that your child remains safe in the aquatic environment please ensure they don't enter the water before their class is ready to start.

To further enhance the safety of your child within the aquatic environment please ensure that there are no supervision gaps when your child starts and finishes their swimming lesson. To ensure that this doesn't occur please follow the steps below:

FOR CHILDREN UNDER 10 YEARS:

Start of lesson: Come to the edge of the pool where your child's lesson begins and directly hand over your child to the teacher.

End of lesson: Come to the edge of the pool where your child's lesson is occurring and collect your child directly from their teacher.

FOR CHILDREN AGED 10 YEARS AND OVER:

Handover is at your discretion using your knowledge of your child's swimming ability and general development (as per Watch Around Water supervision guidelines).

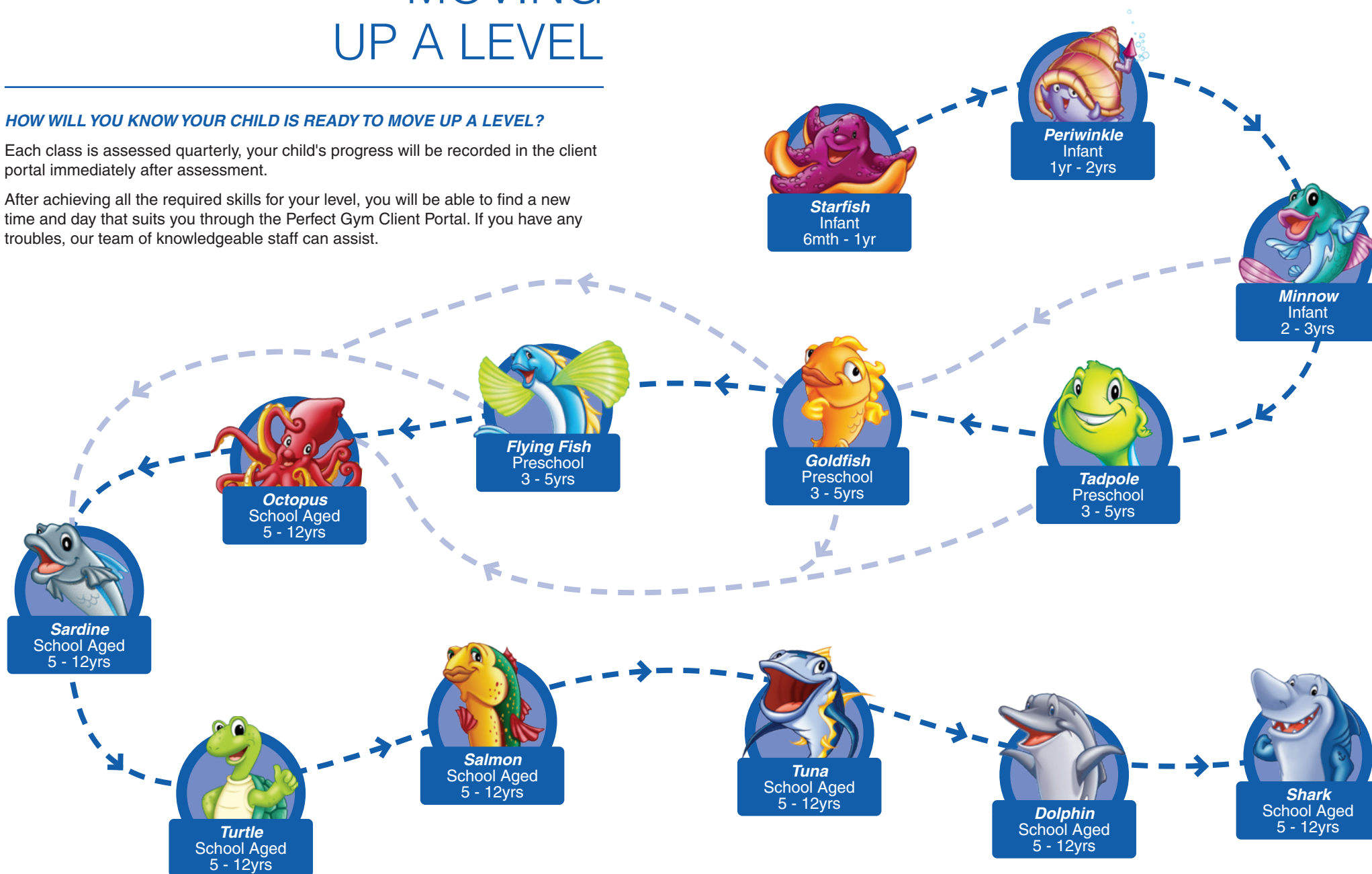


MOVING UP A LEVEL

HOW WILL YOU KNOW YOUR CHILD IS READY TO MOVE UP A LEVEL?

Each class is assessed quarterly, your child's progress will be recorded in the client portal immediately after assessment.

After achieving all the required skills for your level, you will be able to find a new time and day that suits you through the Perfect Gym Client Portal. If you have any troubles, our team of knowledgeable staff can assist.



CHILDREN'S PROGRAMS

The Boroondara Leisure and Aquatic Facilities believe that the foundation for a healthy active life begins in childhood. To assist you in establishing healthy habits with your child the Boroondara Leisure and Aquatic Facilities have a range of programs and services designed to get children moving more.

GYMNASTICS

Our Gymnastics program at Boroondara Sports Complex caters for children from 9 months of age. Children of all abilities are able to develop new skills which can be transferred into their everyday lives.

Our qualified gymnastics coaches develop confident young people who can achieve flexible bodies, as well as flexible thinking and strength of muscles, as well as strength of character.

Our gymnastics program offers:

- Preschool
- School aged
- Squad level
- Trampoline
- Sports aerobics

CHILDCARE

Families need to be able to improve their health and wellbeing while having their children cared for in a safe environment. The Boroondara Leisure and Aquatic Facilities provide members and visitors with fully accredited childcare and occasional care services. Children learn and thrive in a playbased program with the support of enthusiastic educators.

HOLIDAY PROGRAMS

Our School Holiday Programs are an opportunity for your child to grow and learn from new experiences. Our Holiday Program's are created with the right mixture of fun, adventure and interest-based activities through excursions and incursions, helping children become more confident and independent individuals.

If your child is aged between 5 – 12 years and enrolled in primary school, they will love our school holiday program.

BIRTHDAY PARTIES

No two parties are the same. We work with you to determine the best activities for your party based on the age, interests and skill level of the guest of honour and party guests. This ensures everyone feels included in the activities and leaves with a smile on their face.

- Pool Parties held at Ashburton Pool and Recreation Centre
- Gymnastics Parties held at Boroondara Sports Complex

Catering includes savoury, sweet and healthy eating options.

YOUTH MEMBERSHIPS

Youth memberships are available for young people aged 12 – 17 years, providing access to a wide range of services and programs within the Centre. Youth members have flexible payment and suspension options and have access to all Boroondara Leisure and Aquatic Facilities.

AQUA SENSORY PLAY

At Ashburton Pool and Recreation Centre, our Aqua Sensory Play program is a playgroup in the water. The session allows you to explore, connect and spend quality time with your baby in calm, shallow water.

STUDENT CARD



1
FREE
HOT
DRINK

boroondaraleisure.com.au



1
FREE
SWIM FOR
A FRIEND

boroondaraleisure.com.au



1
FREE
SWIM FOR
A FRIEND

boroondaraleisure.com.au





RECIPROCAL ACCESS

That's right, you get access to all four Boroondara Facilities!

Did you know that being a member with us has multiple benefits such as:

- Free members breakfast each month
- 10% Member Discount on Personal Training, Merchandise, and Childcare.
- Quarterly nutrition seminars

ASHBURTON POOL AND RECREATION CENTRE

8 Warner Avenue, Ashburton VIC 3147
T 03 9885 0333 | E aparc@ymca.org.au

HOURS OF OPERATION

Mon-Fri: 6:00am - 10:00pm*
Sat-Sun: 8:00am - 8:00pm*

**Pool closes 15 minutes prior to centre closing time*

FACILITIES

- Health Club
- Group Classes
- Warm Water Pool
- Heated Indoor and Outdoor Pools
- Swimming Lessons
- Holiday Program
- Childrens Parties
- Stadium
- Child Care
- Café

BOROONDARA SPORTS COMPLEX

271c Belmore Road, Balwyn North VIC 3104
T 03 9851 0444 | E bsc@ymca.org.au

HOURS OF OPERATION

Mon-Thu: 5:30am - 10:30pm*
Fri: 5:30am - 11:00pm*
Sat: 6:00am - 10:30pm*
Sun: 8:00am - 10:00pm*

**Pool closes at 8:30pm Mon – Fri and at 8:00pm weekends*

FACILITIES

- Health Club
- Group Classes
- 50m Outdoor Pool
- Program and Dive Pool
- Swimming Lessons
- Stadium
- Gymnastics
- Child Care
- Holiday Program
- Birthday Parties
- Café

HAWTHORN AQUATIC AND LEISURE CENTRE

1 Grace Street, Hawthorn VIC 3122
T 03 8393 9500 | E halc@ymca.org.au

HOURS OF OPERATION

Mon-Fri: 6:00am - 9:30pm*
Sat: 7:00am - 8:00pm*
Sun: 8:00am - 8:00pm*

**Pool closes 15 minutes prior to centre closing time*

FACILITIES

- Health Club
- Group Classes
- Warm Water Indoor Pool
- Heated Outdoor Pool
- Swimming Lessons
- Child Care
- Café

KEW RECREATION CENTRE

383 High Street, Kew VIC 3101
T 1300 760 379 | E krc@ymca.org.au

UNDER RE-DEVELOPMENT



Ashburton Pool & Recreation Centre
8 Warner Avenue,
Ashburton
VIC 3147
T. 03 9885 0333

Boroondara Sports Complex
271c Belmore
Road, Balwyn North
VIC 3104
T. 03 9851 0444

Hawthorn Aquatic & Leisure Centre
1 Grace Street,
Hawthorn
VIC 3122
T. 03 8393 9500

Kew Recreation Centre
383 High Street,
Kew
VIC 3101