



BUNBURY
SWIMMING CLUB

By-Laws



BY-LAW AMMENDMENT RECORD

GM date	Amended	Amendment Summary
29 Jan 2008	Unknown	Unknown
10 Mar 2014	Section J	Section J added
5 May 2016	Various	Complete update including section reorganisation
24 Oct 2017	Various	Update Time Trials & Trophies Section
27 Aug 2018	Various	RLSSA Trophy



SECTION A: REGISTRATION, DUES AND TRANSFERS	1
General	1
Transfers	1
SECTION B: CLUB TIME TRIALS, POINTS AND TROPHIES OVERVIEW	2
SECTION C: RULES PERTAINING TO PERPETUAL TIME TRIALS TROPHIES	4
RLSSA Perpetual Trophy (Royal Life Saving Society Association).....	4
Handicap Trophies	6
Closest to Personal Best Trophies	8
Bordertown and Mayor’s Cups.....	9
The Ciffolilli Family Shield	9
SECTION D: OTHER PERPETUAL TROPHIES AND AWARDS	10
Banks Cup	10
Ian Dickson Trophy.....	10
HP Engineering Trophy.....	10
Charles & Nell Godley Trophy	10
Winwood Trophy	10
SECTION E: PERPETUAL TROPHY CARE	11
SECTION F: CLUB RECORDS	11
SECTION G: CLUB CHAMPIONSHIPS	12
SECTION H: COUNTRY PENNANTS TEAM SELECTION	13
SECTION I: INTER-CLUB COMPETITION	13
SECTION J: MISCELLANEOUS	14
SECTION K: CLUB POLICIES	14
SECTION L: SPECIAL NOTICES TO MEMBERS	14



SECTION A: REGISTRATION, DUES AND TRANSFERS

General

1. All active* (competitive and non-competitive) swimmers are required to:

- be registered with Swimming WA (SWA)
- be a financial member of the Bunbury Swimming Club (BSC)
- pay in advance the full monthly Club Fees appropriate to their training squad.

(*Active members are those engaged in active training and are currently paying Club fees for this purpose.)

2. Monthly BSC Club fees are levied on a “training session offered” basis and therefore vary according to the squad that a swimmer is assigned to by the Head Coach. On this basis, swimmers are therefore expected to pay the full BSC Club Fee amount per month irrespective of how many training sessions they choose to attend.
3. No membership fees shall be refunded.

Transfers

1. Any registered swimmer wishing to transfer from one club to another must obtain a transfer form from the Secretary or Registrar and have it signed by the Club President, Secretary or Registrar.
2. The transfer form, with the transfer fee, (to be paid by the swimmer) is to be forwarded on to SWA by the swimmer for their Board’s approval.
3. A member may participate in BSC Time Trials without his/her transfer being approved but may not compete in Inter-Club meets.

SECTION B: CLUB TIME TRIALS, POINTS AND TROPHIES OVERVIEW

1. Only swimmers who are currently registered, active, financial members of the BSC and SWA are eligible to compete for trophies and points at BSC Time Trials.
2. Time Trials will be advertised on the BSC website or by other means. All entries must be submitted online or by a method specified by the Management Committee. Online entries for a particular meet will be considered open until the online form is closed. The entry closure date and time will be included on the online entry page and advertised in the club newsletter. The online entry closure date will be set to allow the Chief Recorder sufficient time to update entries, seed events and print programs.
3. Late entries (those submitted by means other than specified) may be accepted at the Chief Recorder's discretion — based on the availability of lanes, the impact on re-seeding and re-printing programs, and the overall meet length. Swimmers accepted as a late entry will be recorded as exhibition swimmers and will not receive points or be eligible for cup swims at that Time Trials. However, inclusion as an exhibition swimmer will count towards any criteria that specify that a minimum attendance at Time Trials is required.
4. A swimmer can enter a maximum of 5 individual events, unless otherwise specified, inclusive of any cup semi-finals and finals.
5. In line with South West Sports Centre supervision requirements, a parent or guardian aged 16 years or over must accompany swimmers aged 13 and under. The BSC requires all swimmers provide at least one helper to run BSC Time Trials.
6. Seed times for returning members' first swim of the season will be based on their BSC Club Championship results from the previous season — for each stroke and distance respectively.
7. Seed times cannot be set (and will be shown as "NT") for new members or other swimmers in their first attempt at any stroke/distance combination in the current Time Trials season.
8. SWA or Swimming Australia (SAL) qualifying times will not be used for BSC Time Trials.
9. To be eligible for club trophies and cups, a swimmer must have completed a minimum of 3 events at each of 4 Time Trials in the current season.
10. A 25m Butterfly event is available to swimmers who are yet to record a qualifying time in the 50m butterfly at Time Trials, or at a SWA or SAL sanctioned meet.
11. Where possible, live results will be available on the Time Trials night via a suitable "Smartphone App". Results will also be published on the BSC website during the following week. Individual results can be requested from the Chief Recorder at the conclusion of the Time Trials program.
12. Trophy winners will be announced at the BSC Presentation Evening, held at the completion of the season.
13. Perpetual trophies awarded through participation at BSC Time Trials include the following:

Perpetual Trophy	Winner Prize	Achievement
RLSSA Trophy	Trophy Replica	Top 3 overall accumulative improvement and participation points.
Neil Earl Cup	Trophy Replica	Winner handicapped final
Olive Smith Cup	Trophy Replica	Winner handicapped final
Wilson Cup	Trophy Replica	Winner handicapped final
Davies Cup	Trophy Replica	Winner handicapped final
Ian Osborne Trophy	Trophy Replica	Winner handicapped final
Adrian McKenzie Cup	Voucher donated by McKenzie family	Winner closest to personal best
Barbour Cup	Trophy Replica	Winner closest to personal best
Bordertown Trophy	Trophy Replica	Fastest female in timed final – alternating strokes
Mayor's Cup	Trophy Replica	Fastest male in timed final – alternating strokes
Ciffolilli Family Shield	Reward to team members (must have swum in at least 1 relay for the season to receive reward)	Relay team with most points for the year

SECTION C: RULES PERTAINING TO PERPETUAL TIME TRIALS TROPHIES

RLSSA Perpetual Trophy (Royal Life Saving Society Association)

1. Improvement points and race completion points shall be awarded to all eligible swimmers throughout the season, with the top 2 highest points earners in each gender and age group categories awarded trophies at the end of the season. The overall highest points winner will have their name engraved on the perpetual RLSSA trophy.

Gender \ Age Group	Trophy recipients:
Girls 11 years and under as at 1 st October	1 st Place – highest points Runner up – 2 nd highest points
Girls 12 years and over as at 1 st October	1 st Place – highest points Runner up – 2 nd highest points
Boys 11 years and under as at 1 st October	1 st Place – highest points Runner up – 2 nd highest points
Boys 12 years and over as at 1 st October	1 st Place – highest points Runner up – 2 nd highest points

- Improvement points and race completion points will be awarded per swim based on the following table:

Entry / Scoring Preferences

Scoring/Awards	Entries / Entry Limits	Results	Disability Meet	
Time Stds Meet	Flighted Meet	2 or 3+ Double Dual	Improvement Points	
Improvement Point System				
	Slow Range	High Range	Points	Completed Pts
1	-99.00	-5.01	0	1
2	-5.00	-1.01	1	1
3	-1.00	0.00	2	1
4	0.01	1.00	3	1
5	1.01	2.00	4	1
6	2.01	99.00	5	1
7	0.00	0.00	0	0
8	0.00	0.00	0	0
9	0.00	0.00	0	0
10	0.00	0.00	0	0

Points awarded if DQ : Points awarded if seed time is NT :

Points awarded if No Show (NS) : Points awarded if exhibition :

Each slow range must be less than the high range in the same row. In addition, each slow range must be one one hundredth greater than the previous row's high range. The value with 0.00 is the best time and thus the slow range and high range are relative to the best time. To use this point system, check the Improvement box for Special Point System in Scoring/Awards. In Run / Preferences / Results and in Reports / Results, be sure to check the Spec Pts check box.

- No points will be awarded to a competitor disqualified for any reason, or for an exhibition swimmer.
- If a swimmer wishes to scratch an event, they must do so by reporting their intentions to the Chief Recorder before the start of the Time Trials. Subsequently, a 5-point penalty will apply for each missed event and these will be recorded a 'no show' (NS).
- No points will be awarded to swimmers competing in less than three events.
- A swimmer may only score points in 4 events for any one meet. A fifth swim is permitted, but for this swim the swimmer will be marked as an exhibition swimmer and will not score points.
- All race results will be retained until the end of the season. Points will be recorded in the BSCs meet software. Cumulative points will be maintained in the BSC database.

Handicap Trophies

1. The BSC will run 5 handicapped trophy events throughout the season, in accordance with the strokes and distances shown in the table below.

Perpetual Trophy	Stroke	Distance
Neil Earl Cup	Freestyle	100m
Olive Smith Cup	Breaststroke	100m
Wilson Cup	Backstroke	100m
Davies Cup	Butterfly	50m
Ian Osborne Trophy	Individual Medley	200m

2. The 5 handicapped trophy events are open to all registered, active swimmers who have recorded a time for the same distance/stroke combination in a BSC Time Trials event in the current season. Swimmers must qualify for the final by competing in at least 1 heat and 1 semi-final. Handicap trophy event heats and semi-finals will be identified as such on the BSC entry form for each meet.
3. Where possible, handicap trophy events shall be run first in the Time Trials program.
4. Heats (qualifying events) for handicapped trophy events will be run off scratch. Points will be awarded from these for the BSC overall points trophy (the RLSSA Trophy).
5. Only the semi-finals and finals of the Handicap Trophy events will be handicapped. Handicap Trophy semi-finals and finals to not accumulate points for the BSC overall points trophy (the RLSSA Trophy).
6. All swimmers who swim in a designated heat are eligible to enter the semi-final.
7. Handicaps for the semi-finals shall be based on the fastest seed time swam for the same distance/stroke combination. The fastest seed time must have been recorded at a BSC Time Trials in the current season, or at the previous season's Club Championships. The fastest seed time is known as the 'original time'.
8. Positions in the final will be awarded to the top place getters in each heat of the semi-final. As there is a maximum of 6 finalists, the number of semi-finalists from each heat that progress to the final will vary according the number of semi-final heats held — as per the table below.

No of heats in semi-final	Place getters advancing to final
2	1st, 2nd and 3rd in each heat
3	1st and 2nd in each heat
4 plus	<ul style="list-style-type: none"> • 1st in each heat plus: • if there are 4 heats, the two 2nd place getters who have improved their original time by the most; • if there are 5 heats, the one 2nd place getter who has improved their original time by the most; • if no 2nd place getter improves their original time, the 5th and 6th finalists are chosen by priority of the 2nd place getter/s that are closest to their original time.

9. Handicaps for the final will be based on the times recorded in the semi-final, or the original time recorded in the qualifying heat, whichever is the fastest time.

10. For the handicapped semi-finals and finals of all 5 handicap trophy events, the following procedures will be used:

- **Method of Handicapping**

- Boys and girls will be swum together, regardless of age, in heats slowest to fastest. From these heats, each swimmer's best time is recorded and handicaps are determined by subtracting each swimmer's best time from the time of the slowest swimmer in the heat. The resulting difference is the handicap, rounded to the nearest whole second.
- An example of how the above works shown in the table below.

Lane	Name	Best Time	Handicap	Gross Time	Net Time	Difference	Place
1	B Jones	50.68	0	53.32	53.32	2.6	4
2	S Smith	50.43	0	50.39	50.39	-0.1	3
3	R Green	50.35	0	50.27	50.27	-0.1	2
4	L Black	49.47	1	54.80	53.80	4.3	6
5	T West	48.89	1	54.11	53.11	4.2	5
6	K King	47.55	3	50.26	47.26	-0.3	1

- In the above table, Gross Time is the time recorded at the end of the race and includes the handicap time. The Net Time is used to calculate the actual time swum and is equal to the Gross Time minus the Handicap.
- During the race, the timekeepers all start their devices at the starting signal and stop them individually as the swimmer in each lane touches.

- **Starting and Finishing Procedure**

- The Check Starter will ensure that each swimmer is in his/her proper lane and knows his/her handicap.
- On the whistle, all competitors will mount their blocks and stand at the back of the block. At the command “take your marks” all competitors will move to the front of their blocks and assume their starting positions.
- After giving the starting signal, the Starter will count the handicap seconds as they pass. The swimmer dives off when they hear their handicap number called. It is not permitted to begin the dive in anticipation of hearing the number. Swimmers must be motionless in their starting position when their number is called and not beginning their dive in anticipation.
- Swimmers waiting for long handicaps may relax slightly from their starting stance but must resume the correct (and motionless) starting stance prior to their start.
- If a swimmer breaks before their handicap time is called, they must come back and touch the end of the pool (but need not climb out) and wait for their handicap to be called. If by then it has been called, they may immediately restart their swim. A swimmer must also come back and touch the end of the pool if they inadvertently start out doing the wrong stroke — except in a freestyle event, where any stroke is permissible. Failure to come back and touch will result in disqualification.
- Competitors must swim in the lanes assigned to them and not cross over into another lane during the race.
- At the conclusion of the race, swimmers must remain in their lane, near the finishing wall, until dismissed by the Referee. When dismissed, swimmers must leave by the pool steps provided and must not climb directly out of their lane.

Closest to Personal Best Trophies

1. The BSC will hold the 2 “closest to personal best” trophy events at Time Trials during the season, in accordance with the strokes and distances shown in the table below.

Perpetual Trophy	Stroke	Distance
Adrian McKenzie Cup	Backstroke	50m
Barbour Cup	Butterfly	100m

2. To qualify for the final a swimmer must have recorded a seed time in the current season or at the Club Championships in the prior season.
3. Closest to personal best trophy events will be advertised on the BSC meet entry form.
4. The closest to personal best trophy events will be run as timed finals, off scratch.
5. The winner is the swimmer who records a time closest to their seed time. In the event of a tie, a replica trophy will be awarded to the tied swimmers.
6. Swimmers competing in “closest to personal best” trophy events will receive points towards the RLSSA trophy.

Bordertown and Mayor's Cups

1. The Bordertown Cup swim is a scratch start, 50m event for women. The strokes change each year in the order of the Individual Medley. The 6 swimmers having the fastest seed times swum at Time Trials in the current season, or at the prior season's Club Championships, will compete for the Bordertown Trophy.
2. The Mayor's Cup swim is a scratch start, 50m event for men. The strokes change each year in the order of the Individual Medley. The 6 swimmers having the fastest seed times swum at Time Trials in the current season, or at the prior season's Club Championships, will compete for the Mayors Cup.
3. The Bordertown and Mayor's Cup races will be conducted at the Time Trials held on the same evening as the Christmas Party club night.
4. The fastest 6 male and 6 female swimmers will be entered automatically in the final. Should a swimmer wish to scratch from this event they can do so on the night without incurring a point's penalty. The next fastest swimmer will take their place.
5. The winner is the fastest swimmer in the respective final.
6. Participants in the Bordertown and Mayor Cups will earn points toward the RLSSA Trophy.

The Ciffolilli Family Shield

1. Relays will be held at the end of the Time Trials program, with all points earned throughout the Season going towards selecting the winning team. The winning team will be presented with "The Ciffolilli Family Shield" at the annual BSC Presentation Night.
2. Swimmers will be divided into relay teams by a person nominated by the Ciffolilli Family. Swimmers will be allocated to teams in such a way as to keep the teams as equally balanced as possible, both in numbers and abilities.
3. Siblings are not to be placed in the same team.
4. Swimmers are not under any circumstance, to be moved from team to team in order to balance numbers on the night.
5. The Relay format/stroke will be decided by the Ciffolilli Family each season.
6. Each team member is encouraged to support their fellow team members, by regularly swimming in each relay, which will earn them additional points. Team members who do not swim, will then leave the remaining swimmers in their team to swim extra legs of the relay (to ensure the same number of relay legs are swum by each team). Points will be deducted for every member missing from each team, each night.
7. An attendance list of each team, and the results of every relay, should be maintained by the Chief Recorder and then forwarded onto the Ciffolilli Family, who will then tally up the final scores – to be announced at Presentation Night.
8. The rules of this Relay Shield are not to be changed without the prior authorisation of the Ciffolilli Family.

SECTION D: OTHER PERPETUAL TROPHIES AND AWARDS

Banks Cup

1. The Banks Cup is awarded to the swimmer with the most personal best swims at Country Championships, based on their entry times recorded in the meet program booklet.
2. In the event of a draw, the swimmer with the greatest total amount of improved time will be the winner. The difference between their entry time and their new personal best time for each swim will be added together for each swimmer to verify their total amount of improved time.
3. Only personal best times recorded for individual swims will be used to determine the Banks Cup.

Ian Dickson Trophy

1. The Ian Dickson Trophy is presented to the junior swimmer (12 and under) who has shown the most commitment to swimming training and competition over the season.
2. The recipient is selected by the Coaches.

HP Engineering Trophy

1. The HP Engineering Trophy is presented to the senior swimmer (13 and over) who has shown the most commitment to swimming training and competition over the season.
2. The recipient is selected by the Coaches.

Charles & Nell Godley Trophy

1. The Charles and Nell Godley Trophy is presented to the swimmer who has shown the most improvement over the season.
2. The recipient is selected by the Coaches.

Winwood Trophy

1. The Winwood Perpetual Trophy is for the most outstanding swimmer in the Club.
2. The winner of this award will be the swimmer with the most points over the season on the following basis:

State Championships (Long Course, Short Course and OWS)

Winner of Final	10 points
Second in Final	8 points
Third or Fourth in Final	7 points
Fifth or Sixth in Final	6 points
Seventh or Eighth in Final	5 points

Note: Points allocated for Open Water State Championships event only (not for overall series results)

Country Pennants (Individual Events)

Winner of Final	5 points
Second in Final	3 points
Third in Final	2 points

Bunbury Open Carnival (to a maximum of 10 points)

Open Events – Winner in Final	2.5 points
16 years or under Events – Winner in Final	2 points

Club Championships (to a maximum of 10 points)

12 years or under Events – Winner in Final	2.5 points
13 years or over Events – Winner in Final	2 points

Club Records (to a maximum of 10 points)

Club Record	2 points
-------------	----------

Note: Includes All-Time, All Comers, Residential, Long Course & Short Course

State Records (to a maximum of 20 points)

State Record	5 points
--------------	----------

* Where a swimmer is eligible to swim in both:

- o Junior State Championships (long course) and Open and Age State Championships (long course); and/or
- o Junior State Championships (short course) and Open and Age Junior State Championships (short course)

Points will only be awarded for Junior State Championship results.

SECTION E: PERPETUAL TROPHY CARE

1. To minimise damage, perpetual trophies will be retained in the Club rooms. Winners of perpetual trophies shall be given a photo opportunity with the perpetual trophy at the end of season club presentation evening or by appointment with a member of the management committee. Perpetual trophy winners will be provided with a smaller trophy to take home and keep in honour of their achievement.

SECTION F: CLUB RECORDS

1. An inaugural record will be subject to acceptance by the Management Committee.
2. Club records may be set for 50m for all four strokes for ages of 8 years and over — as well as for any event, age and distance currently designated in the SWA State Championships program.
3. Club records can only be set at a SWA or SAL sanctioned meet.
4. The rules governing competitive swimming, as laid down by SWA or SAL, must be adhered to in any record swim.
5. An Official Record Book is to be kept up to date by the appointed Records Officer.
6. A BSC member will be presented with a Record Certificate for each record they set or equal during the year at the Presentation Night.
7. If a record is equaled by more than one swimmer both swimmers will hold the record jointly.

SECTION G: CLUB CHAMPIONSHIPS

1. The BSC Club Championships will be held annually, as near as possible to the end of the Long Course swimming season.
2. All registered, financial and active swimming members are eligible to enter. However, only swimmers who have competed in at least 4 BSC Time Trials in the current season are eligible to be awarded the points that go towards Club Champion. Refer to Section B for further details about eligibility to participate in Time Trials and Time Trials rules.
3. The method of entry will be via the online entry form on the BSC website, or by a method specified by the Management Committee.
4. The advertised entry closure date will be at the Chief Recorder's discretion.
5. Due to seeding and program printing complexities, no late entries will be permitted.
6. Club Championships shall be run as timed finals in each event.
7. Competitor's lanes for Club Championships shall be in the order of 3, 4, 2, 5, 1, and 0 — as per seed times recorded at Time Trials throughout the season.
8. Two separate Club Championship events may be run simultaneously when only one or two members are competing in each event, with at least one lane separating the two events where practicable.
9. Club Championship trophies will be awarded to the top 2 placings in each age group, on the basis of the following points system:
 - 1st – 5 points
 - 2nd – 3 points
 - 3rd – 2 points.

The winner and runner-up will be determined based on highest and second highest accumulated points for each gender and age group.
10. Competitors must swim in at least three events at Club Championships to be eligible to accrue points towards the Club Champion awards.
11. Competitors who are ineligible to accrue points towards Club Champion will be included in the event as an exhibition swimmer but will not accrue the points on offer or be awarded placings.
12. A swimmer disqualified for the incorrect action is disqualified from that event only.
13. Separate events will be held for girls and boys. Club Championships events will include the following:
 - For the 8 years and under, the 9, 10, 11, and 12 years age groups, events will be 50m Freestyle, 50m Breaststroke, 50m Backstroke and 50m Butterfly.
 - For the 13 and 14 years age groups, events will be 100m Freestyle, 100m Breaststroke, 100m Backstroke, 50m Butterfly, and 200m Individual Medley.
 - For the Juniors (15 and 16 years age groups) and the Seniors (17 years & over), events will be 100m Freestyle, 100m Breaststroke, 100m Backstroke, 100m Butterfly, and 200m Individual Medley.
14. In the case of a dead heat for the Club Champion or Runner Up, dual trophies will be awarded.
15. An eligible member may only compete in his/her own age group in the BSC Club Championships.

16. Swimmer's age groups will be based on the SWA age classification that applies at the time of the Club Championships.

SECTION H: COUNTRY PENNANTS TEAM SELECTION

1. The Selection Committee for Country Pennants is comprised of the Head Coach, President and Chief Recorder. In all cases, the final selection or ruling remains in the hands of the Selection Committee.
2. The predominant consideration of the Selection Committee is to select the fastest team to ensure that the maximum points are awarded to the BSC.
3. Only times officially documented and recorded at a SWA or SAL sanctioned meet may be considered for team selection. If there are no BSC swimmers that have recorded an official time in a particular event, then selection for that event is based on the results recorded at BSC Time Trials.
4. Times swum prior to the current season shall not be considered by the selection committee if more than one swimmer with current season times is available for selection.
5. Any change to the team after posting, except for disciplinary matters, shall be made only with the approval of a simple majority of members of the Selection Committee.
6. Requests for "swim challenges", "swim offs", or similar, made after team selection will not be considered.
7. Split times taken from relay events, other than official electronic recorded times for first leg swimmers, will not be considered by the Selection Committee.
8. Times set at school factions or inter-school carnivals will not be considered by the Selection Committee.
9. When a swimmer has the fastest times recorded in 3 or more events, the Selection Committee shall place this swimmer in at least two (2) events in the appropriate age group. The Selection Committee may then seek to place other swimmers in the remaining events, if their official times are within 1.0 seconds for the 50m events or 2.0 seconds for the 100m events.
10. Selection and notification of Country Pennants team members shall be made at least two weeks prior to the scheduled final date for entering a team.
11. Any selected team member who is unable to attend must notify the Selection Committee as soon as possible and before the final date for entering a team.
12. The Selection Committee may request a showing of times on paper, or other reasoning, if there is a dispute about selection.

SECTION I: INTER-CLUB COMPETITION

1. All members required for inter-club contests shall be notified by the Head Coach or an appointed Team Manager not less than seven days prior to the contest taking place.
2. Any member selected for inter-club competition and being unable to attend must notify the Head Coach or an appointed Team Manager as soon as possible.
3. Team members for inter-club competitions are to report to the Head Coach or an appointed Team Manager at the time and place designated on the team notice and are to remain under the jurisdiction of the Head Coach or Team Manager for the duration of the competition.
4. Alterations to assigned swims during inter-club competitions may be made by the Head Coach or

an appointed Team Manager when special circumstances warrant.

5. Team members must wear the BSC uniform (cap and shirt).

SECTION J: MISCELLANEOUS

1. All BSC members shall have access to a printable copy of the Constitution, By-Laws and Club Policies posted in the Members section of the BSC website.
2. That any contentious matter requiring a vote to any Management Committee or General Meeting is voted by ballot.
3. At the final Management Committee meeting of the season, the Management Committee shall decide upon the Club's Nominee for the City of Bunbury's Sports Star of the Year Awards.
4. The nominee for the "Junior Sports Star" is selected by a point system, and that point system to be based on "Most Outstanding Swimmer Award" (Winwood Trophy), but to also include points for Sprint Championships on the same basis as State Championships, and points for State Country Championships on the same basis as Country Pennants. Any swimmer breaking a State Record collects 200 bonus points.
5. Captain badges are to be presented to Club Captains, at the earliest Club Night possible, following election by the Management Committee. Club Vice-captains may also be appointed at the discretion of the Management Committee.
6. At any swim meet, all competitive members must wear a BSC cap for racing and at least a BSC shirt for medal presentations.
7. The Referee shall have the power to disqualify any competitor for incorrect action.
8. The Check Starter shall have the power to disqualify any competitor starting from the incorrect mark.
9. To maintain discipline the Marshall and/or Check Starter may suspend any swimmer from any race at Time Trials and must immediately advise a member of the Club Management Committee of such actions.

SECTION K: CLUB POLICIES

The Management Committee actively maintains a set of Club Policies that it refers to when making decisions on BSC operational issues that may arise from time to time. Policies can be modified, added, or deleted as conditions change, new issues arise, or policies become obsolete, by a majority vote of the Management Committee. All changes must be recorded on an Amendment Record attached to the Club Policy document. If policies are ever in conflict with the Constitution or By-Laws they are usurped by these documents. Policies remain available to all Club Members – either on the Club Website, or upon request.

SECTION L: SPECIAL NOTICES TO MEMBERS

By-Laws may only be added or amended by the assent of a General Meeting. Written notice of any proposed By-Law change must be provided to the BSC Secretary 3 weeks prior to the holding of a General Meeting. The BSC Secretary must then provide BSC members with information about the proposed changes at least 2 weeks prior to the General Meeting. The Secretary may provide this information to members via an email or it may be advertised and posted on the member's area of the BSC website.