

PRIVATE LESSON INFORMATION HANDBOOK

PLEASE REVIEW ALL MATERIALS CAREFULLY



LONGFELLOW, WAYLAND
AQUATICS



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PLEASE REVIEW ALL MATERIALS CAREFULLY AS SOME PAGES REQUIRE YOUR INITIAL/SIGNATURE AND TO BE PRINTED/ RETURNED TO AQUATICS DIRECTOR.
THANK YOU.

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(PLEASE SIGN ,PRINT, RETURN)

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PRIVATE LESSON INFORMATION

Private lessons are a great way to create an individualized learning or training environment for yourself or a child. Our team of expert coaches and instructors create a supportive environment to build confidence, improve technique, and develop essential water safety skills and knowledge.

Each session is designed to be fun, encourage enjoyment in the water with **safety** at the forefront.

Safety is essential to learning. We create an environment that is active, behavior responsive, play oriented and safe.

The emphasis is on the development of a warm and trusting relationship between guardians/adults, children, and the instructor. This relationship serves as the basis for learning.

HOW IT WORKS:

All scheduling is handled on an individual basis with your instructor. Be sure to provide us with any special considerations and information pertaining to swimming ability of the student so we can adequately place you or your child with the right instructor. Each standard lesson is 30 minutes.

We value our instructors' time and schedules and we ask if you need to cancel a lesson you notify your instructor at least 24 hours in advance. Cancellations that fall inside that 24h window or last minute will honor a **cancellation fee** that is a percentage of the full lesson fee.

To connect with an instructor, ask questions or for more information please contact our Aquatics Director Cordelia at **longfellowswim@gmail.com** or call Longfellow, Wayland, MA at **508-358-7355**. Thank You.



PRICING

# OF PARTICIPANTS	PRICE	PRICE WITH MEMBER DISCOUNT
1 PRIVATE	\$54.00	\$44.00
22 SEMI-PRIVATE	\$78.00 (\$39.00/person)	\$58.00 (\$29.00/person)
3 TRI-PRIVATE	\$99 (\$33/ person)	\$69 (\$23/person)
4 QUAD-PRIVATE	\$120 (\$30/person)	\$80 (\$20/person)
5 +	\$28/person	\$18/person

PRIVATE LESSON APPLICATION

(PLEASE SIGN, PRINT, RETURN)


SWIMMER'S NAME: _____

D.O.B.: ____/____/____

MEMBERSHIP NUMBER: _____

**IF APPLICABLE*

LOCAL ADDRESS: _____

 : _____ ** PLEASE LIST BEST CONTACT NUMBER*

BEST TIME TO CALL: _____

PARENT / GUARDIAN NAME (S): _____

CLASS INFORMATION

SWIMMING ABILITY: _____

SCHEDULING

PREFERRED DAYS / TIMES: _____

NOTES/CONSIDERATIONS TO HELP OUR TEAM HELP YOU SUCCEED:

(GOALS, PAST EXPERIENCES IN THE WATER, QUESTIONS,
SENSORY CONSIDERATIONS, TRAINING FOR SOMETHING
:[VACATION, SWIM TEST ETC.]

PLEASE LIST ANYTHING YOU THINK WILL HELP YOUR
INSTRUCTOR SUPPORT YOUR OR YOUR CHILD'S EXPERIENCE.



PRIVATE LESSON AGREEMENT & WAIVER

(PLEASE SIGN, PRINT, RETURN)

Dear Private Lesson Parents/ Participants,
Please read fully the proceeding policies and waiver. A signed copy of this form is **required** on file before the first lesson.

POLICIES

In order for any participant to receive the member discount that person taking part in the lesson must be a member.

We require **24 hour cancellation notice** or you will be charged for the session. Please **contact your instructor directly** as soon as you know of an absence. (INITIAL HERE) _____ (DATE) ____/____/____

WAIVER:

I, (PRINT NAME) _____ the Participant or Parent, have carefully read the description of Lessons for which I am/we are registering, and, in consideration for being permitted by the Instructor to participate in the activity, I hereby waive, release, and discharge any and all claims for damages for personal injury, death, or property damage which I may have, or which may hereafter inure to me, as a result of participation in Lessons. I hereby acknowledge that participation in Lessons does not guaranty that I/my child will be water-safe. This release is intended to discharge in advance the Instructor from any and all liability arising out of, or connected in any way, with my participation in the Lessons, even though that liability may arise out of negligence or carelessness on the part of Instructor. It is understood that this Activity involves an element of risk and danger of accidents, and knowing those risks, I hereby assume those risks. It is further agreed that this waiver, release and assumption of risk is to be binding on my heirs and assigns.

I HAVE **CAREFULLY** READ THIS AGREEMENT, WAIVER, AND RELEASE AND FULLY UNDERSTAND ITS CONTENT. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN THE INSTRUCTORS AND ME, AND I SIGN IT OF MY FREE WILL

SIGNATURE OF PARTICIPANT
(PARENT/GUARDIAN IF UNDER 18):

PRINT FIRST & LAST NAME:

DATE OF SIGNATURE:

____/____/____

**ANY QUESTIONS? Please contact Cordelia Lydon, Aquatics
Director, phone: 508-358-7355 X 238 or email
longfellowsim@gmail.com.**



FAQS / COMMUNITY RESPONSIBILITIES / PHONE & PICTURE POLICY **(PLEASE SIGN, PRINT, RETURN)**



Q. What should I bring?

A. Goggles, towel, shower shoes

Q. What is the pool temp?

A. Our training pool is 83-84 Degrees.

Q. May I watch my student's session?

A. YES! We ask that you sit in the designated seating areas.

Summer: Inside at a table, Outside at a table or in a chair

Winter: Inside at a table behind the glass.

I understand (INITIAL HERE)_____

Q. Should I come in if I or my student is starting to feel symptoms of a cold or other illness?

A. NO. We'll miss you and thank you for keeping us/ community healthy!

Health and safety is paramount! Swimming and training with us means you are part of a community. Our aquatics instructors spend multiple hours a day in the water and all are client facing. **We want to see you well and we ask that you help us in supporting our team and clients in being and staying well.** If you or your student are starting to feel unwell before a session we ask that you **communicate with your instructor to reschedule your session ASAP.**

If you ignore this policy and your instructor notices you or your student's symptoms may or are impacting your session or their ability to instruct, in the interest of maintaining a healthy team and community instructors may ask to end the session. No refund will be issued on this session.

I HAVE READ / UNDERSTAND THIS POLICY

(INITIAL HERE)_____

Q. May I or a member of my party record my or my student's session / take pictures?

A. CONSENT IS THE KEY. (I UNDERSTAND CONSENT, INITIAL HERE)_____. Not everyone is comfortable being filmed / recorded.

ASK your instructor if they **CONSENT** to being filmed or in your pictures. **BE TRANSPARENT & HONEST** with how you will use your photos or videos. **You are part of a community**, some people here are working, Some are here to relax and unwind, some are here for healing, some are here to train / learn. In the interest of other clients' / instructors' privacy we ask that you only have you or your student in frame of your photo or video. **If your frame includes someone else, we require that you are respectful and mindful by covering or blur the entirety of their faces/ bodies.**

I HAVE READ / UNDERSTAND THIS POLICY & reviewed / communicated these policies with my party/ participants.

SIGNATURE OF PARTICIPANT(PARENT/GUARDIAN IF UNDER 18):

(Print name)_____ **DATE:**____/____/____

(Signature)_____

POOL POLICIES AND CONDUCT

(PLEASE SIGN, PRINT, RETURN)

POOL POLICIES

- 1. Member** swimmers under the age of 18 are required to wear a wristband given at the reception desk upon check in.
- 2. Non-members** may only be in the pool during their scheduled swim lesson, unless having paid an additional guest fee and received a wrist band. Non-members will be asked to leave if they are in violation of this policy.

I read/understand this policy (Initial here)_____

INTERACTING WITH AQUATICS TEAM

Respect for all Aquatics Team members (Director, Lifeguards, Instructors/coaches) is essential. Failure to conduct oneself in a respectful manner violates pool policies, negatively impacts professionals' ability to ensure pool safety, community safety and well being of community as a whole.

I understand the Aquatics Team is a team of professionals at work.

I read/understand this policy (Initial here)_____

I understand it is the Aquatics Team's responsibility to uphold pool rules and policies as they are an essential part of what makes the pool safe and fun for everyone.

I read/understand this policy (Initial here)_____

I understand as a member or guest that failure to respect the Aquatics professionals, fellow patrons, and the Aquatics space may result in being asked to leave and be required to meet with Longfellow team to discuss next steps.

I read/understand this policy (Initial here)_____

I HAVE READ / UNDERSTAND THIS POLICY

SIGNATURE OF PARTICIPANT (PARENT/GUARDIAN IF UNDER 18):

(Print name)_____ DATE:____/____/____

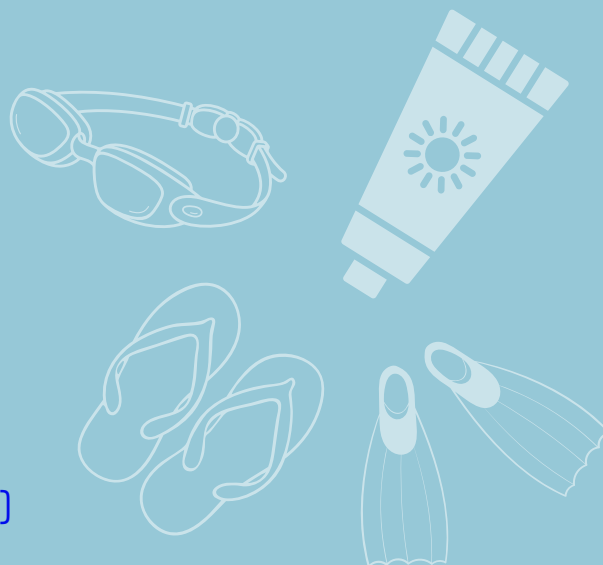
(Signature)_____





WHAT TO BRING!

- Goggles
- Swim Cap
- Towel
- Shower Shoes
- Sunscreen (season depending)
- Hydration (Season depending)



If you are training with an instructor for something specific, they will communicate if you should bring other items [snorkel, your own fins, weight belt etc.]

TIPS FOR SUCCESS!

- We are a team! Communicate with your instructor about past experiences in the water that may impact you or your student in session
- Ask questions. Our instructors are happy to answer questions and if they don't know they will connect you to someone on our team who does or a helpful resource!
- Come prepared with your swim essentials
- If your student is in a lesson we ask that you sit in the designated seating areas. **In the summer** that is outside at a table or chair, as well as at a table behind the glass at the perimeter of the pool. **In the winter** that is at a table behind the glass at the perimeter of the pool
- Come healthy. We understand in the fall/ winter cold/flu/virus season is in full swing, we ask that you do not come in for your session if you are starting to or are feeling unwell.



COMMUNICATIONS

Aquatics Director: Cordelia
Email: longfellowswim@gmail.com
Phone: 508-358-7355 x 238

Reception Desk
Phone: (508) 358-7355

Once you are matched with an instructor they will communicate to you the best means of communication with them.

A LETTER TO YOU:

Dear Participant(s) and Families,

We know that was considerable ground to cover! Here at Longfellow Aquatics Wayland we consider our responsiveness to our Aquatics team and community to be an honor and responsibility that we regard with deep care and consideration. We are excited to train with you, learn with you, and support you in the water world! Thank you for your time and attention to detail as you read through and completed the materials in this handbook!

See you in the water!

Longfellow Aquatics Team