

PLEASE NOTE: Beginning in 2026-27, the Wave will obtain insurance through MSABC. References to Swim BC in this document will be amended in August, 2026 to reflect anticipated changes.

White Rock Wave Registration, Lane Placement, Competition Policies and Procedures

Purpose

To provide transparency to current and prospective members, the following document has been prepared outlining registration procedures.

1. Terms

- 1.1 The **swimming year** is September 1 to August 31 of the following year.
- 1.2 One **session** is a quarter of the swimming year. The current sessions are September-December, January-April, and May-August (sometimes broken as May-June and July-August).
- 1.3 To be considered a **member in good standing**, a member must have fully paid all required dues and actively participated in at least one of the sessions of the previous or current swimming year (but, see 1.6 and 7.3 regarding loss of the **member in good standing** status).
 - a. Expected attendance is 75% of a session in which a participant is enrolled.
 - b. Swimmers should notify the Registration Committee and/or Head Coach in advance about any anticipated extended absences (i.e. work, health-related, vacation).
 - c. Swimmers with extended unexplained absences may lose their placement and **good standing** status (see 1.6)
- 1.4 **Competition members** are members who have competed in an MSABC sanctioned meet during the current swimming year and will receive **priority registration**.
 - a. New members become **competition members** and receive **priority registration** for subsequent sessions once they compete in an MSABC sanctioned meet during the current swimming year (October-April).
 - b. **Priority registration**: competition members (who maintain a regular 75% attendance record) may sign-up for subsequent sessions one week before general registration begins.
- 1.5 **Non-competitive members** are members who have not competed in an MSABC sanctioned meet during the current swimming year and may register for each session during the general registration period.
- 1.6 Loss of status: A **member in good standing** who has paid for a session, but did not attend, and did not notify the Registration Committee (or Head Coach) regarding the absences, will be placed on probation and will require Board approval to register for subsequent sessions. Extended absences will result in loss of priority registration status.
- 1.7 The current **training days** are Sunday (9:00-10:30 am); Monday, Tuesday, Wednesday, and Thursday (8:00-9:00 pm). Summer training days and hours may vary.

2. Training and Availability

2.1 The Wave rents lanes from the City of Surrey at GHAC which are allocated based on the Wave's annual request to the City and the availability of lanes. Currently, the Wave has been allocated the following lanes on our training days:

- a. Sunday (5-8 lanes);
- b. Monday (4-5 lanes);
- c. Tuesday (5-6 lanes);
- d. Wednesday (4-5 lanes), and;
- e. Thursday (5-6 lanes) and in the dive tank every other Thursday for dive practice (October-April and upon request).

2.2 The Wave currently allows for 5-6 swimmers per lane.

2.3 As per the Wave By-Laws (2.5): Only those who have paid their swim session fees in full and on time will be allowed to participate in-person training for that session.

2.5 Visiting swimmers may be granted short-term training privileges as follows:

- a. Contacting the team in advance (wrwaveinfo@gmail.com) and receiving approval;
- b. There is space available in an appropriate lane;
- c. The swimmer has appropriate insurance coverage (as verified by the Wave Registration Committee),
- d. Approved individuals may be asked to pay a nominal fee set by the Board.

3. Prospective Members

3.1 Swim BC allows prospective members to swim in tryout sessions for one week prior to paying the required Swim BC fee. The Wave allows for two tryout training days for every prospective member.

3.2 Prospective members may fill out a registration form which can be found on the home page of the Wave website (<https://www.whiterockwave.com/>). They may also send in a request via email (wrwaveinfo@gmail.com), or be referred by a current member.

3.3 Prospective members may designate whether they want to train with the Wave or train outside (but compete with the Wave). Prospective members who do not designate whether they want to train with the Wave or train outside (but compete with the Wave) will be presumed to be seeking to train in person with the Wave.

3.4 If a lane of an appropriate speed has an available spot, the prospective member will be invited to join. If not, they are placed on a waiting list.

3.5 The waiting list will be maintained by the Wave Registration Committee.

3.6 To join, prospective members must complete the Swim BC registration and pay the annual Swim BC fee as well as the prorated Wave quarterly fee.

3.7 Prospective members already registered with Swim BC may request a transfer to the Wave. The Head Coach will review space availability and either grant the transfer or place the prospective member on the waiting list.

4. Returning Members

4.1 All members in good standing are invited to return to the team each year in September (pending prior attendance record, space availability, and pace time). All former members must pay the Swim BC fee and complete the Swim BC registration procedure before September 1 of each year.

4.2 All members are asked to complete an online form indicating their preferred training days in advance of the upcoming session.

4.3 Competition members receive a registration priority period of one week. Attendance record may be used to determine participation in priority registration (75% attendance during each enrolled session is expected).

4.4 Placement is based on:

- a. The order in which members complete the online registration request,
- b. Previous attendance record, and;
- c. The availability of space in a lane of suitable speed (pace time).

4.5 The availability of space in a lane of suitable speed will be determined by the Head Coach. (Typically, 5-6 swimmers of a similar pace time are required for lane placement).

4.6 In the event that a requested day or suitable lane is not available, the member will be alerted and may select another day if one is available. Failing that, the member will be placed on a waiting list and notified if space becomes available.

4.7 Prospective members are invited to join after the new quarter has begun if space is available.

4.8 All questions regarding the lane availability and lane assignments must be directed to the Head Coach. If the Head Coach does not resolve the concerns, members should direct further questions to the Board (whiterockwave@gmail.com).

5. Fees

5.1 All members must be fully registered with Swim BC prior to training with the Wave. The annual Swim BC fee is valid September 1 through August 31 of the following year.

5.2 All members training with the Wave must pay the quarterly fees in advance of the session, by the set due date (or risk losing their spot). Those joining after the session has begun will pay a pro-rated fee.

5.3 Fees calculated as per the White Rock Wave Financial Procedures and Policies.

6. Absences

- 6.1 Members will not be reimbursed for practices that they miss.
- 6.2 Members may not swap training days with other members, nor may they assign their session spot to other members.
- 6.3 Refunds may be made in exceptional circumstances, such as in cases of long-term illness or disability. The member must make a written request to the board (whiterockwave@gmail.com).
- 6.4 For May-June and July-August, the Board may allow for separate payments to accommodate travel and vacation plans.
- 6.5 Members are expected to regularly attend practice (75% attendance record each enrolled session). Members with excessive absence risk losing their placement.

7. Competition

- 7.1 Members who train with the Wave are expected to compete as a Wave member in MSABC sanctioned swimming events.
- 7.2 Members are encouraged to compete in at least 1-2 meets per season (~October-April).
- 7.3 Members who train with the Wave may not compete under a different MSABC team designation without prior consent from the Wave Board. Upon doing so, they will be considered no longer eligible to train with the Wave and will lose their status as a member in good standing.
- 7.4 Members from other MSABC clubs may affiliate with the Wave for competitions (for example, so that they may be part of a Wave relay team).
- 7.5 For assistance with entry times, event selection, and discussion of accommodations (such as the need for physical assistance at a meet), contact the Head Coach.
- 7.6 For assistance with the registration process, contact our Team Registrar (wrwaveracers@gmail.com).
- 7.7 The Head Coach will put relays together based on those who have signed up for the meet. Participants can expect to swim in 1-2 relays at a meet. Consult with the Head Coach about any concerns regarding relays.

Review of Policy

This policy shall be reviewed by the Wave Board of Directors from time to time.

Approved

Linda Stanley Wilson, President
Katharine Rejminiak, Vice President
Craig Slater, Director of Coaching

Steve Cropo, Treasurer
Heike Beer, Secretary/Registrar
Date: April 2, 2023

Amended September 1, 2025: Eliminated stating Swim BC fees, which change each year; clarification of attendance expectations.