



SWIM LESSON POLICIES & PROCEDURES

Parent & Guardian Guidelines

Please read this document carefully before your child's first lesson.

1. Lesson Structure

Each swim lesson is designed to provide focused, high-quality instruction in a safe aquatic environment. The following outlines how each session is structured:

- 0. **Lesson duration: 30 minutes per session**
- 1. Each lesson follows a structured curriculum tailored to the swimmer's skill level.
- 2. Instructors will lead water safety introductions and basic swim strokes and fun games.

Quick Reminder

Lessons are exactly 30 minutes. Out of fairness to all students, sessions will not be extended to compensate for late arrivals.

2. Arrival Policy

Timely arrival is essential for your child to get the most out of every lesson and to avoid disrupting the class. Please follow these arrival guidelines:

- 3. Children must arrive before their scheduled lesson start time.
- 4. Swimmers should be ready on the pool deck — changed into their swimsuit and prepared to enter the water — prior to the lesson beginning.
- 5. Please allow adequate time for changing, restroom visits, and getting to the pool deck before the start time.
- 6. Parents and guardians are responsible for ensuring their child is on the pool deck and ready at the correct time.

No show Policy

No show students, (with the exception of properly filled out absentee forms or vacation notice forms.) Can only miss 2 classes in each two week swim session. Students that miss more than the 2 classes will be subject to being removed from the class without notice.

Late Arrival Policy

Children who arrive more than 5 minutes after the scheduled class start time will not be permitted to join the lesson.

This policy exists for safety, fairness to other students, and to maintain the integrity of the lesson structure. Late arrivals will be counted as an absence and the lesson slot will not be made up unless.

3. Health & Safety Policy

The health and safety of all children, instructors, and staff is our top priority. To protect everyone in our program, we ask that all families adhere to the following illness policy without exception:

Do Not Attend If Your Child Is Unwell

Please keep your child home if they are experiencing any of the following symptoms:

- Fever (temperature of 100.4°F / 38°C or higher)
- Cough (persistent or worsening)
- Upset stomach, nausea, vomiting, or diarrhea
- Any other contagious illness or infection

Children must be symptom-free for at least 24 hours before returning to lessons.

If your child falls ill and cannot attend a scheduled lesson, please notify us as soon as possible. We appreciate your cooperation in keeping our swimming environment healthy and safe for everyone.

Instructors and staff reserve the right to remove a child from the pool area if illness symptoms are observed during a session, for the safety and wellbeing of all participants.

4. General Reminders

7. Ensure your child uses the restroom before entering the pool area.
8. All swimmers must shower before entering the pool.
9. Appropriate swimwear is required (no street clothing in the pool).
10. **Girls are required to wear a one-piece swimsuit.** Two-piece swimsuits, bikinis, and non-athletic swimwear are not permitted.
11. Long hair must be tied back or secured in a swim cap.
12. No food or drink is permitted on the pool deck (water bottles are the exception).

By signing below, I acknowledge that I have read and agree to adhere to Community Youth Center's policies as listed above.

Signature of Parent/Guardian:

Date:

Community Youth Center * 1381 Galaxy Way * Concord, CA 94520
Phone (925)671-7070 * Info@cycmail.org * www.communityyouthcenter.org