



Job Description

Swim 21 Co-ordinator(s)

Maintains all documentation relating to Club's policies and evidence needed for Swim 21 process.

Liaises with the London Swimming Regional Development Officer, the appropriate Local Authority sports officer(s) , the Club Committee and Club members.

Has responsibility for overseeing the audit and devising action/improvement plans for the Swim 21 process

Maintains an up to date knowledge of the ASA's policies and recommendations for clubs, and advises the committee/club members accordingly.

Ensures the club policies and documentation reflect the requirements of the Swim 21 process, and endeavours to ensure all new details are updated on the website.

To liaise with the Committee and teaching staff to implement any action plans

To adopt and actively promote the ASA Child Protection policy

Signed Date.....

Signed Date.....

Chairman Date.....