



Swim England

East Midlands

Swim England East Midlands Ltd
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East Midlands Regional Updates – 09.10.2025

All regional updates and other regional information can be found on our website
www.eastmidlandswimming.org

Interest Registers/Course Requirements

Do you need a course or workshop? Let us know below!

Assistant Coach/Coach Courses: [Register](#) currently being updated.

Land Training: [Interest Register](#)

Workshops (including Time to Listen and Team Manager): [Interest Register](#)

Key contacts and links

Contacts

- [Regional Welfare Officer - Ursula Beck](#)
- [Regional Manager - Fiona Conway](#)
- [Club Development Officer - Helen Bickerstaff](#)
- [Sport Development & Events Officer - Matthew McNicholas](#)
- [Regional Administrator - Melissa Lock](#)
- [Swim England Safeguarding team](#)
- [Swim England DBS team](#)

Links

- [Coaching courses and club offer booking process \(all disciplines\)](#)
- [Reporting a safeguarding concern](#)
- [Swim England Safeguarding courses](#)

New Updates

Derbyshire County Short Course - 12,18 and 19 of October - seeking officials please!

If you are available on any of the above dates, please sign up via the link below. You will be fed and watered throughout the day and will be able to claim mileage in accordance with the County policy. Maximum per claim £50 per day for fully qualified officials.

We expect morning sessions 1 and 4 end at around 11:30, afternoon sessions 2 and 5 at around 13:50 and the later sessions 3 and 6 will end around 17:10.

Sessions 7,8,9 on the third day will be determined when we know how many officials we have but the worst case scenario puts the day ending at just after 6pm. If we can run with 10 lanes it should be about an hour earlier.

Short course competition officials - sign up link.

Please ensure you are signing up to the officials page and not the volunteers page.

Club Constitutions

A reminder that club constitutions should follow the Swim England model templates. Whilst some areas in red ink can be edited (i.e. the number of committee members), the main contents of the constitution in black ink cannot be altered or removed.

Unincorporated Club template: <https://www.swimming.org/swimengland/new-model-club-constitution/>

Charitable Incorporated Organisations (CIOs) template:

<https://www.swimming.org/swimengland/charitable-incorporated-organisations/>

If you are updating your club constitution then it needs to be sent to eastmidland@swimming.org for regional approval prior to adoption at your AGM or SGM. To allow for staff holidays and work capacity, and so that it can be sent to your members prior to your AGM, please send any constitutions to the region a minimum of 3-4 weeks before your AGM.

If you are not changing your constitution then it does not need to be "re-approved" by the region, or adopted again at your AGM.

Club Health Tracker

A reminder that the club health tracker remains open to clubs:

<https://www.swimming.org/swimengland/swim-england-club-health-tracker/>

The club health tracker bursary the Region is running alongside this which can be accessed here: https://eastmidlandswimming.org/?ff_landing=75

New Updates

Swim England Safeguarding and Safeguarding Refresher courses

A reminder to all clubs that the Swim England Safeguarding refresher course should only be undertaken if you have completed the full Swim England Safeguarding Training course within the last 3 years. If you complete the refresher course without having completed the full training course then unfortunately that safeguarding training is invalid.

The Howden Grassroots Heroes competition

This is your club's chance to bag some funding by shouting out a superstar volunteer, whether it's your coach, treasurer, linesperson, or anyone else who keeps things running behind the scenes.

Nominate your hero to celebrate the legends of grassroots sport and be in with a chance of winning £500 for training, equipment, or new kit!

How to enter

- 1) Fill in the entry form.
- 2) Follow Howden Grassroots Sport Insurance.

Please ensure you have read the terms and conditions for entry [here](#).

We'll randomly select 1st, 2nd, and 3rd place from all eligible entries after the competition closes on Friday 17th October.

The 1st place winner will receive £500 for their club, while 2nd and 3rd place will each receive £250.

New Updates

A reminder to those clubs re-affiliating in October: the deadline for all submissions is **Monday the 13th of October.** The below clubs in bold have begun uploads. Clubs in green have completed all elements.

Arnold SC

Bassetlaw Swim Squad

Belper Marlin SC

Bingham Penguins

Bircotes SC

Brackley Swimming Club

Braunstone SC

Buxton & District SC

Calverton and Bingham

Grantham SC

Hucknall SC

Hucknall WPC

Kimberley SC

Leicester Sharks SC

Long Eaton SC

Loughborough University

Melton Mowbray SC

Nene Valley SC

Nova Centurion SC

Radford SC

Retford SC

Ripley SC (rascals)

Rushcliffe

Sherwood Colliery SC

Sherwood Seals SC for the Disabled

Southwell SC

New Updates

Upcoming Team Manager Workshops

Date	Time	Workshop	Booking link
Wednesday 15th October	6pm	TM 1	https://tally.so/r/n0XXdB
Wednesday 5th November	6.30pm	TM 1	https://tally.so/r/mOOlJA
Wednesday 26th November	6pm	TM 1	https://tally.so/r/m6aeO5
Wednesday 17th December	6pm	TM 1	https://tally.so/r/mKdeWD
Friday 2nd January	1pm	TM 1	https://tally.so/r/mOv1Na
Wednesday 3rd December	6pm	TM 2	https://tally.so/r/mDgKxE



DBS and Safeguarding

A reminder to all clubs: please ensure you are checking your personnel reports on a monthly basis for any expired, missing or soon to expire DBS checks or safeguarding requirements.

For any role requiring DBS or Safeguarding, these must be in place prior to the role being undertaken.

DBS

DBS checks can be re-applied for prior to expiry so the Swim England DBS team recommend you begin the application process a month before expiry. Please note that the DBS check required for a poolside helper role is at a lower level (without barred list check) than that required for all other roles so if a member has gone from a poolside helper role, into the role of team manager, coach, teacher etc. they will require a new DBS check.

Safeguarding

As of January 2024 the only accepted safeguarding courses are the Swim England safeguarding course, and Swim England safeguarding refresher. The Swim England safeguarding course must be completed first, and 3 years later the refresher can be completed. This is a 6 year cycle so once the refresher expires the full course must be undertaken again.

We have had a number of incidences lately where clubs have been denied an international permit as their coach or team manager has only completed the refresher course, not the full course.

Swim England East Midlands Regional Awards 2025

We had a great time last month celebrating our regional award nominees and winners. The website has now been updated and you can see a round up of our winners and highly commended [here](#).

If you have any feedback on the awards, or the process, please email eastmidland@swimming.org

The Swim England National Awards will be held in Birmingham next month and we wish all our regional representatives the best of luck!



Regional Short Course 2025

A reminder that the Regional Short Course Championships opened on the 1st of October 2025.

Entry administrators (one per club) can register to receive the entry link on the Championships Website.

<https://emswimchamps.org.uk/Events/ShortCourseChampionships2025/index>

Do you have Coaches interested in Land Training?

We're excited to be planning our 2026 programme and are looking for clubs to host our Land Training course. The Swim England Land Based Coach Certificate equips coaches with the knowledge, understanding, and practical skills needed to deliver effective land-based training across all aquatic disciplines.

Hosting a course is a fantastic opportunity for your club to:

- Support the development of your own coaches
- Bring training opportunities closer to home
- Contribute to raising coaching standards in your region

If your club would like to host a course, please contact Abi Jones at ioscourses@swimming.org

Welfare Officers Web-page

A new webpage has been created for welfare officers:

<https://www.swimming.org/swimengland/welfare-officers-toolkit/>

This page has been created to support Welfare Officers involved in aquatics to provide essential resources, guidance, and support for the role.

Masters Inter-Counties

Swimmers aged 18+ can register their interest to compete at the Masters Inter-County competition at Moorways, Derby on Sunday 9th November by completing the form here: https://eastmidlandswimming.org/?ff_landing=81



AGMs

A reminder to all clubs that AGMs should be run in line with your club constitution. Please ensure you check your constitution for all deadlines; i.e. what information should be sent out by which date. Please also ensure you are appointing the correct number of committee members, as stated in your constitution.

For an AGM template please [click here](#).

Points to note:

- You must elect an independent financial examiner each year at your AGM
- Your AGM must include a report from the Chairperson
- Your AGM must include "the accounts of the Club for the previous year and the report on the accounts of the independent examiner and the Treasurer's report as to the financial position of the Club"
- Only paid up members who have reached their 16th birthday shall be entitled to be heard and to vote.



Team Manager workshops

Time to Listen

Foundations of Inclusivity

Competitive Starts



Good Governance Workshops - **Mandatory for Chairs and Welfare Officers**

Club Chairs Workshop

Club Welfare Officer Workshop

Club Secretary/Membership Officer Workshop

Safeguarding

Swim England Safeguarding Course



Swim England Safeguarding Refresher

Only for those who have completed the full Swim England course in the last 3 years

Forums

Welfare Officers Forum

Chairs Forum

Course booking reminder - 4 ways to save money!:

1. Ensure you use the club offer booking process - this heavily discounts the price:

Level 1 Coaching course reduced from £375 to £221.25 (41% discount)

Level 2 Coaching course reduced from £660 to £455.40 (31% discount)

2. If you are a SwimMark club then each year (in line with your reaccreditation date) you will have a £100 IoS voucher which can be used for courses or CPDs.

3. After the member has completed the course and received their certificate, the club can claim a regional bursary (criteria dependent) of £50 towards assistant coach courses, or £100 towards coach.

4. After the course is completed and certificated, look into the county bursary funding available.