



Dear UCSC Members,

Consistent with what we are seeing at schools, the workplace, and businesses and organizations all around us, the UCSC board is continuing to re-evaluate and update our policies to ensure the safety of our members and the future of our swim club.

As everyone is now aware, we have had to adjust our training schedules to accommodate both the closure of two city pools and the new cleaning protocols required to ensure the safety of our swimmers and coaching staff. In addition, we are also having to adjust our financial forecast to reflect an increase of pool cost at the University of more than 100% due to their Covid-related costs (this is in part due to the fact that the University Pool is only open to our club and one synchronized swim club). Fortunately, we have been able to access the Government of Canada subsidy programs in order to assist with our changing financial situation.

As we balance the effects of each of these changes, we need to ensure that we manage our budget effectively in order to ensure the short, medium and long term viability of our club. This means that we will be continually looking at ways to manage our costs and ensure that our revenues are sufficient to cover our costs.

What follows is a summary of the updated Section 7 of the University of Calgary Swim Club Accounting Policy, as approved by the Board of Directors on September 15th:

- In the event that a pool, or pools, are shutdown for a period longer than 30 days in the 2020-2021 season, families who are not wishing to participate in Zoom workouts are able to receive a refund of monthly fees on a month to month basis. This month to month refund will continue for the months of the shutdown. All bingo and raffle commitments will still need to be fulfilled. Families who continue with Zoom workouts will be charged a reduced rate, to be determined at a later time.
- Should a group be shutdown for a 14 day quarantine period, Zoom workouts will be provided and no refunds given
- If a swimmer decides to leave the UCSC ON OR BEFORE September 30th:
 - registration fees and sport science fees are non-refundable
 - swim fees will be prorated
 - the raffle ticket commitment is waived
 - all scheduled bingos commitments are waived
- If a swimmer decides to leave the UCSC AFTER September 30th and BEFORE December 31:
 - registration fees and sport science fees are non-refundable
 - swim fees will be prorated
 - the raffle ticket commitment must be completed
 - all scheduled bingos must be completed and any outstanding bingos must be paid out
 - any outstanding officiating points will be charged
- If a swimmer decides to leave the UCSC AFTER January 01:
 - registration fees and sport science fees are non-refundable
 - swim fees must be paid in full
 - all scheduled bingos must be completed and any outstanding bingos must be paid out
 - any outstanding officiating points will be charged
- If a swimmer changes squads before April 30, financial commitments will be pro-rated.
- If a swimmer changes squads after May 01, there will be no change in financial or fundraising commitments.
- There is no refund for fees or fundraising commitments for voluntary absences from the Club.

The board will continue to review as necessary to accommodate any further changes to our program, our costs and our schedules.

The Board.