Registered Officials – Licence Application Form for New Officials

(Swimming, Water Polo, Synchronised Swimming, Diving)

Please complete this form in BLOCK letters and return to:- Technical Officials Licence C/O Swim England, Pavilion 3, SportPark, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF

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| Membership No: | | |  | | | | Date of Birth: | |  | |
| Title: |  | 1st Name:\* |  | | | | Surname:\* | |  | |
| Surname:\* | | |  | | | | | | | |
| Address\* | | |  | | | | | | | |
|  | | |  | | | | | | | |
| Postcode\* | | |  | | | | | | | |
| Home Tel No:\* | | |  | | | | | | | |
| Mobile Tel No: | | |  | | | | | | | |
| Email address:\* | | |  | | | | | | | |
| Membership Club: | | |  | | | | | | | |
| Please tick the appropriate box or boxes to denote your current level of qualification: | | | **Swimming:**  Judge Level 1  Judge Level 2  Judge Level 2 S  Referee  Other(please state)………………………………… | | | | | | | |
| **Open Water Swimming:**  Judge Level 1  Judge Level 2  Referee | | | | | | | |
| **Water Polo:**  Regional Table Official  National Table Official  Referee Grade D  Referee Grade C  Referee Grade B  Referee Grade A | | | | | | | |
| **Synchronised Swimming:**  National Scorer  National Judge  Referee  Presenter | | | | | | | |
| **Diving:**  Senior Judge  Level 2 | | | | | | | |
| I wish to renew my licence to officiate and can confirm that I agree to abide by Scottish Swimming Code of Ethics in swimming and accept Scottish Swimming’s jurisdiction on any breach of the code.  I enclose / have sent by email (delete as appropriate) a non-returnable passport size photograph. (To send your photograph electronically please use [officialslicensing@swimming.org](mailto:officialslicensing@swimming.org)) The photograph must be:   * 45 millimetres (mm) high x 35 millimetres (mm) wide (Do not trim your photograph to meet this condition) * Taken against an off-white, cream or light grey plain background so that your features are clearly distinguishable against the background * Printed on low gloss, plain-white photo-quality paper (with no watermarks, embossing or printing on the back * Undamaged, for example, by creases from paperclips.   I enclose a cheque payable to Swim England for **£10.00** or **£5.00** if you already hold a Licence in another discipline. If your Scottish Swimming district has agreed to pay for your application please indicate below. | | | | | | | | | | |
| Scottish Swimming district to pay (Please tick) | | | |  | | Please state Scottish Swimming district | |  | | |
| **Data Protection**  Swim England will process your data with regard to your licence on behalf of Scottish Swimming and we take your privacy seriously and will only use your personal information in accordance with our [Privacy Policy](http://www.swimming.org/library/documents/2479/download). Please take some time to read the policy to understand how your personal data will be used.   |  | | --- | |  | |  | | **Website**If you do not want your details to be visible on Scottish Swimming/British Swimming websites or Handbooks please indicate below: | |  |   No, I do not wish for my details to appear on officials lists – handbook. Please tick  No, I do not wish for my details to appear on officials lists – website. Please tick  No, I do not wish for my details to be shared with event organisers. Please tick  I confirm that the information above is accurate.  Signed: Date: | | | | | | | | | | |
| **To be completed by a Referee, District organiser or authorised person**  I confirm the above named person has attained the qualification as listed above on (insert date of qualification here) | | | | | | | | | | |
| Print Name: | | | | | Signature: | | Scottish Swimming Member Number: | | | Date: |

**What is the Officials’ Licensing Scheme?**

This scheme will demonstrate that, as well as holding a recognised qualification, the Official regularly practises on the poolside, and has undertaken education or training to ensure they are up to date with their knowledge of the rules of the sport.

**Why do we need to have a Licensing Scheme?**

• To assist meet organisers in the selection of Officials

• To provide a summary statement of qualifications and experience

• To help to promote high standards

• To provide a framework for continuous improvement and Continuous Professional Development CPD)

• To provide a vehicle which can be used to implement change

• To commit the holder to uphold the appropriate Home Country Code of Ethics

• To be part of a regulated and developing career structure

• To enable the suspension or removal of the status

**Who administers the Scheme?**

The Scheme will be administered by Swim England

**What does it cost?**

£10 to cover a 4 year accreditation period.

**What benefits are there?**

• Photographic identification

• Officials log book

• Extracts of FINA Laws

• Aide-memoire for reporting of infringements of the Rules

• Subsidised CPD opportunities

**How to apply for a Licence**

The application form must be completed by you, endorsed by the regional organiser and forwarded to Swim England, together with the fee and a passport photograph.