

BGS Swim

General Regulations (Parent Information)

Updated November 2025

Enrolment

Enrolment in the Swim School is open to BGS current and future students as well as external students from age 4 upwards. Places are limited and subject to availability at the time of completing an Enquiry Form.

Refer to the Enrolment Process on the Swim School website: <https://www.brightongrammar.vic.edu.au/community/bgs-swim/>

Confirmation of Enrolment

A place will be confirmed based on availability once a swim assessment has been completed to determine the appropriate competency level. Once a place has been offered, payment of Term Fees in advance is due before commencement of booked session or within 7 days of invoice, whichever is soonest to secure the enrolment.

Term Fees

Swim School Fees

Term fees are due and payable for the complete term in advance. Term fees are based on the number of weeks in the term. Refer to the BGS Swim Term dates on the BGS+ Swim website. The published due dates are the only payment options offered by the Swim School. Normal payment terms are 7 days from the date of the invoice. Failure to make payment within this timeframe may result in the place being offered to another student.

Squad Fees

Families with swimmers in both learn to swim program and squad program will be invoiced one term in advance through Simply Swim. Fees for Junior, State Development and State National squad students also includes training in the school holidays following full term enrolment.

Payment Options

Payments can only be made through the online secure payment portal. Access the Parent Swim Portal [here](#). The app is also available for Download from the App Store: Download the "SimplyPortal" app using location code

b1101147. New members can register for a family account. Cash payments will not be accepted.

Absences

If a lesson is missed due to illness or personal reasons, notice must be given at least 3 hours prior to the scheduled class start time, through the Simply Swim Customer Portal, or via email. If the Swim School is not notified within this timeframe, the lesson will be forfeited. Make-up lessons will be offered through the Simply Swim Customer Portal to a maximum of 2 lesson per term, and should be used within 14 days. Make-up lessons cannot be exchanged for cash refunds or future credits.

Cancellations

Cancellation by the Swim School

In circumstances where lessons are required to be cancelled by the Swim School, make-up lessons will be offered on an individual basis in most cases. These can be booked by families through the Simply Swim Customer Portal. If make-up lessons are not available within 30 days, a credit will be applied against the family's account.

Cancellation by the Family

Enrolment in the Swim School will automatically continue from term to term unless otherwise advised. Cancellations will be accepted within 7 days from the invoice issue date unless attendance within booked session has occurred.

Medical Conditions

The Swim School must be informed in a timely manner of a student's medical needs. This includes but is not limited to changes due to significant illness, accident or disability, (including head knocks or other material injuries) suffered or developed by the student during their enrolment, whether it be during a BGS Swim activity or otherwise. No student is allowed to enter the Swim School from a household where there could be an infectious disease or a reasonable expectation that an infectious disease is present without giving the Swim School prior notice and upon production of a doctor's certificate stating that there is no longer a risk of infection to others.

Supervision

Supervision by a Parent or Carer is required for all children under the age of 10. Families with accompanying siblings must supervise their children and be kept within arm's reach at all times. Students are not to enter the water until the teacher is present. Parents and Carers should not approach Swim Coaches during session times. Any queries should be directed to the Supervisor on duty at the Swim School reception. Children aged 7 years and older are not permitted in the opposite sex changeroom. Parents and Carers are not permitted in the opposite sex changeroom.

Photographic and Video Images

Photographs and video footage are forbidden in the Swim School. Parental permission will be obtained for photographs to be used by BGS Swim.

General

All Swim School students that are also enrolled Brighton Grammar School students are bound by the Brighton Grammar School Student Code of Conduct and are expected to uphold the BGS values and obey all Brighton Grammar School rules, policies, procedures and instructions from Swim School staff. Failure to meet these requirements may lead to disciplinary action and may jeopardise the student's ongoing enrolment at Brighton Grammar School.

External students and all Parents / Carers are considered visitors to Brighton Grammar School and are bound by the Brighton Grammar School Parent Code of Conduct, available via the Brighton Grammar School website:

[Policies | Brighton Grammar School](#).

Privacy

Refer to the Brighton Grammar School Privacy Policy available via the Brighton Grammar School website:

[Policies | Brighton Grammar School](#).