

Policy Title:	OAS Membership & Registration Policy
Current version approved by Board of Directors:	September 16, 2025
Related Documents:	<ul style="list-style-type: none"> • OAS By-laws • OAS Safe Sport Policy • OAS Screening Policy • OAS Discipline & Complaints Policy • OAS Code of Conduct & Ethics • OAS Privacy Policy • Rowan’s Law Concussion Policy • Canada Artistic Swimming Registration Policy • Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS)

1. Purpose

The purpose of this Policy is to define the categories, requirements, rights, responsibilities, and conditions of membership and registration within Ontario Artistic Swimming (“OAS”), including eligibility to participate in sanctioned programs, activities, competitions, governance processes, and access to member services, insurance coverage, education, and Safe Sport protections.

This Policy also establishes requirements related to registration, membership standing, transfers, screening, and compliance with OAS and Canada Artistic Swimming (“CAS”) policies.

2. Scope and Application

This Policy applies to:

- OAS;
- all Member Clubs and Program Providers;
- athletes;
- coaches;
- officials;
- volunteers;
- board members;
- chaperones;
- affiliated individuals; and
- any individual or organization registered with or participating in OAS-sanctioned activities.

All Members and Registrants are required to comply with this Policy as a condition of membership and participation.



3. Definitions

"CAS"

Canada Artistic Swimming.

"Member"

An organization affiliated with OAS including competitive clubs, recreational clubs, university clubs, scholastic programs, AquaGO! providers, adaptive programs, or other approved artistic swimming organizations.

"Registrant"

Any individual registered with OAS and/or CAS in an approved participant category.

"Good Standing"

The status assigned to a Member or Registrant who has met all obligations required by OAS.

"UCCMS"

The Universal Code of Conduct to Prevent and Address Maltreatment in Sport.

"Competitive Year"

The OAS membership year running from October 1 to September 30.

4. Membership Categories

OAS recognizes the following membership and registration categories:

4.1 Club Members

Organizations affiliated with OAS that deliver sanctioned artistic swimming programming.

4.2 Athlete Registrants

Participants registered in:

- Competitive programs;
- Recreational programs;
- Masters programs;
- Adaptive/AWAD programs;
- Introductory and grassroots programs;
- Short-term participation programs.

4.3 Coach Registrants

Individuals registered as coaches or instructional staff.

4.4 Official Registrants

Judges and officials registered with OAS and/or CAS.

4.5 Affiliated Individuals

Volunteers, board members, chaperones, medical personnel, team managers, and other support personnel.

OAS utilizes registrant categories and standards established by CAS.



5. Rights and Privileges of Membership

Members and Registrants in good standing may be eligible to:

- participate in OAS and CAS sanctioned activities and competitions;
- access insurance coverage provided through OAS/CAS;
- access educational, certification, and professional development opportunities;
- participate in governance processes as outlined in the OAS By-laws;
- apply for grants, funding opportunities, and hosting opportunities where applicable;
- receive communications and member services from OAS.

Membership privileges may be restricted, suspended, or revoked in accordance with OAS policies.

6. Responsibilities of Members and Registrants

All Members and Registrants are responsible for:

- complying with all OAS, CAS, and applicable sport system policies;
- maintaining accurate registration information;
- meeting registration deadlines and fee requirements;
- complying with Safe Sport and screening requirements;
- ensuring respectful and ethical conduct;
- complying with Rowan's Law and concussion protocols where applicable;
- supporting inclusive, accessible, and discrimination-free sport environments.

Member Clubs are additionally responsible for:

- ensuring accurate and timely registration of participants;
- maintaining required documentation and waivers;
- ensuring coaches, officials, and volunteers meet screening requirements;
- ensuring compliance with Safe Sport obligations and reporting requirements.

7. Safe Sport and Screening Compliance

All Members and Registrants must comply with:

- the OAS Safe Sport Policy;
- the UCCMS, where applicable;
- the OAS Screening Policy;
- Rule of Two requirements;
- mandatory Safe Sport education and training requirements;
- all applicable concussion management and Rowan's Law requirements.

Failure to maintain Safe Sport or screening compliance may result in suspension, restrictions, or termination of membership or registration status.

OAS reserves the right to deny or revoke registration where participant safety may be compromised.



8. Inclusion, Accessibility and Equity

OAS is committed to providing equitable, inclusive, accessible, and safe participation opportunities for all individuals regardless of race, ancestry, place of origin, citizenship, ethnic origin, disability, creed, sex, sexual orientation, gender identity, gender expression, age, or socio-economic status.

OAS supports participation pathways for adaptive athletes and underrepresented populations and expects all Members and Registrants to uphold these principles.

9. Good Standing

A Member or Registrant will be considered in good standing provided they:

1. comply with OAS, CAS, and applicable sport system bylaws, rules, and policies;
2. complete and submit all required documentation;
3. pay all required fees;
4. maintain required screening and training certifications;
5. are not currently suspended or subject to disciplinary sanctions;
6. comply with Safe Sport obligations and reporting requirements;
7. comply with Rowan's Law and concussion protocols where applicable.

OAS may determine that a Member or Registrant is not in good standing where these conditions are not met.

10. Membership Duration and Fees

1. The OAS membership year runs from October 1 to September 30.
2. Membership and registration fees will be determined annually by the OAS Board of Directors.
3. OAS will communicate registration fees and deadlines annually.
4. Registrants acting in multiple roles may only be required to pay the highest applicable registration fee category.
5. OAS reserves the right to apply late fees or penalties where registration deadlines are not met.

11. Registration Requirements

11.1 General Registration Requirements

Registration is complete when:

- all required information has been submitted;
- applicable fees have been paid;
- required waivers and agreements have been completed;
- all screening and education requirements are satisfied;
- registration has been entered into the designated OAS/CAS registration platform.

11.2 Athlete Registration

Member Clubs must collect appropriate participant information including:

OAS Membership & Registration Policy Revised September 2025



- participant contact information;
- parent/guardian information where applicable;
- emergency contact information;
- medical and allergy information;
- required waivers and consent forms;
- concussion acknowledgements where applicable.

Member Clubs must verify date of birth for competitive athletes using valid government-issued identification.

11.3 Coaches, Officials and Affiliated Individuals

Coaches, officials, volunteers, and affiliated individuals must:

- complete required registration;
- maintain all applicable certifications;
- complete required screening requirements;
- complete mandatory Safe Sport education.

12. Registration Deadlines

OAS will establish and communicate annual registration deadlines.

Registration timelines may vary based on participant category, program type, or CAS requirements.

OAS reserves the right to apply late registration fees, eligibility restrictions, or disciplinary action for non-compliance.

13. Registrant Upgrades

Where a participant changes registration categories during the membership year:

- the Member Club must update the participant's registration immediately;
- all applicable fees and documentation must be completed prior to participation in the upgraded category.

14. Transfers

OAS recognizes that athletes may transfer between Member Clubs.

Transfer procedures, timelines, fees, and eligibility requirements will be established by OAS and communicated annually.

OAS reserves the right to deny transfers where:

- outstanding fees exist;
- disciplinary matters are unresolved;
- transfer requirements have not been satisfied.

15. Suspension, Restriction or Termination of Membership

OAS may suspend, restrict, deny, or revoke membership or registration status where a Member or Registrant:

OAS Membership & Registration Policy Revised September 2025



- fails to comply with OAS policies;
- fails to maintain good standing;
- breaches Safe Sport requirements;
- fails to complete screening or education requirements;
- is subject to disciplinary sanctions;
- fails to pay required fees;
- engages in conduct deemed detrimental to OAS or the sport.

Any disciplinary actions will be administered in accordance with applicable OAS policies.

16. Privacy and Confidentiality

OAS and its Members collect, use, store, and retain personal information in accordance with applicable privacy legislation and OAS policies for the purposes of:

- registration and membership administration;
- insurance;
- participant safety;
- communication;
- governance;
- competition and program administration.

Members are responsible for maintaining the confidentiality and security of participant information.

17. Appeals

Decisions made under this Policy may be appealed in accordance with the OAS Discipline and Complaints Policy and/or applicable appeal procedures.

18. Policy Review

This Policy will be reviewed by OAS on a regular basis and updated as required to reflect changes in legislation, Safe Sport requirements, CAS policies, and organizational needs.