



## Attention Parents and Guardians



### Report Cards

Our Instructors and Team Leaders are assessing your child's skill level on a weekly basis. As they complete skills and levels we move them to a class that best suits their skill level. In order to be more efficient we are making some adjustments to when we do report cards. We are excited to tell you that your instructors will be giving you verbal feedback following every lesson. We will be creating **formal report cards when your child(ren) pass their level, or if you are leaving lessons to take a break**. We strongly encourage you all to speak to your instructors at the end of every class to get verbal feedback on your child(ren) progress, as well as things to continue working on.

If you plan on taking a break please inform your instructor at their last class so they can make an accurate report of the last skills your child completed, so when they return they can pick up where they left off. **You will also need to inform the membership desk of your absence so they can remove you from class.**

We will continue creating all report cards electronically through SwimGen. In order to access your child's reports please follow the following steps.

1. The link to access SwimGen is as follows:  
<https://swimgen.net/reports/search?username=ceobfb>
2. To access your swimmer(s) reports you will need the number on the back of their YMCA Membership card.
3. Please type in the swimmer(s) membership number and all of their reports will show up. If they have passed their current level you may go to the front desk on your next visit to receive their badge.

### **Reminder that all lessons will be registered and swapped through the Membership Desk**

#### **Continuous Swim Lesson Format**

- ★ If you plan to continue your swim lessons you need to do nothing. We will see you back on the pool deck in your regular day/time slot
- ★ If you want to switch day/time you need to **Speak to the Membership desk** by either coming in or calling, 705-748-9622
- ★ If you want to take a break for the spring or summer there are two steps you need to follow:
  1. Stop at the desk and have yourself removed from lessons.
  2. When you are ready to come back to swimming speak to the Membership desk by either calling, 705-748-9622 to see if there is space to add you back into lessons.

If your membership becomes inactive, or you miss 3 lessons in a row you will be removed from lessons. If you wish to re-join you will need to re-register at the membership desk.