



PIRANHA

TRIATHLON CLUB

Members' Handbook 2020



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1. Welcome

1.1 Message from the Chairman

Welcome to Piranha Triathlon Club!

The club's objective is to provide a fun and supportive environment to help our members achieve their triathlon ambitions – be it to complete a single sprint distance race or to join the Ironman Hall of Fame.

We have developed this handbook as a resource to help you make the most of your membership. It should address many of the questions that you may have – whether you are a new member or an established member for some years. It contains many hyperlinks, so it is best read online so that you can access those valuable webpages/documents.

Our committee and members volunteer their time and effort to make this one of the best triathlon clubs in Ireland. We would ask that you give back to the club by volunteering your time to help Piranha achieve its objectives. Most importantly, we ask that you volunteer at the Dublin City Triathlon, which will be held on the 22nd August 2020.

Piranha has many very experienced members (some are also accredited coaches) who have competed very successfully at triathlons of all distances, both in Ireland and away. They are more than willing to provide advice and information to new members on all aspects of triathlon, including training methods, gear and equipment, race entries, injury prevention, diet etc. We also have various forums and WhatsApp groups that new members can join to access useful information.

I hope that you will enjoy your membership of Piranha and the camaraderie that the club offers. We have a large and very active membership so there are always social as well as training events to avail of.

If there is any way that I can be of assistance please do contact me at chairman@piranhatri.com

We welcome feedback on the members' handbook (i.e. are there questions that you have that are not answered here). If you do, could you please private message Hannah Gibney and Marlon Major and they will incorporate those into subsequent editions of the handbook.

1.2 Joining the Club

If you are reading this members' manual, we are assuming that you have joined Piranha Triathlon Club through the Triathlon Ireland website; you have purchased a Triathlon Ireland race licence; and you have sent in your membership forms to the membership team (memberships@pitanhatri.com).

If you haven't, please do so now. You can find a guide on how to complete this process here: <http://www.piranhatri.com/about-us/join-us/>

As a new member of the club, we want to give you very opportunity to meet other new and established members. There are two times a week when members meet socially:

Mondays, 8.20pm at Westwood Clontarf: This event is run immediately before the improver and intermediate swim on Monday evenings. Members share their experience of the club and their race plans, ask questions about training or equipment and general chitchat.

Saturdays, 10.00am onwards: A leisurely breakfast after the 8.15am 90 minute swim set. Some members (you may be one) go for a run, returning at 11am. There tends to be a fresh influx of members for the extended breakfast then.

2. New-To-Triathlon

This is aimed at those who are completely new to triathlon. Our new to triathlon co-ordinators, Hannah Gibney and Marlon Major, will put in place lots of events throughout the year to ensure you are not overwhelmed, to alleviate any concerns, but most of all, to ensure you have FUN!

We would strongly encourage all new-to-tri members to come along to the new-to-tri sessions, as they are a great way to meet fellow newbies. A WhatsApp group has been set up to keep all members of the new-to-tri programme informed of everything that is going on in the club.

3. Training

3.1 Introduction

Yes, you have to train, but thankfully, training caters for all levels from beginners to elites. The training programme for 2019 has been coordinated to ensure that you get the most out of your training. It allows you a degree of flexibility to choose the training sessions that benefit you most.

The swim, bike and run coaches are all aware of each other's training plans and therefore each discipline complements the next.

You can find our training plan on the website, but remember you must be logged in to access it:

Link: <http://www.piranhatri.com/club-training/training-schedule/>

3.2 Basic Equipment

It's best not to overspend initially and see how you get on with the three different disciplines. There are also other places to purchase equipment but we recommend SwimKit for swimming gear as they provide a free service of hosting our club gear.

See the following link for member offers. (see <http://piranhatri.com/members-area/members-offers>). ChainReactionCycles.com and Wiggle.co.uk offer a wide range of triathlon gear.

3.2.1 Swim

The obvious ones are swimming trunks/swimsuit, swimming cap and goggles, however we do use other equipment that you would need to bring which will greatly improve your technique no matter what level you feel you are at.

- 1) Pull buoy
- 2) Fins
- 3) Paddles
- 4) Band (an old bike tube can be used)
- 5) Snorkel (optional)
- 6) Water bottle

All are available at www.swimkit.ie or <http://www.swimcyclerun.com/> (Piranhas get a discount with [swimcyclerun.com](http://www.swimcyclerun.com/) – check out the members' offer section on the site to see how to redeem).

3.2.2 Bike

Hybrid, road or time trial (TT) bike and a helmet.

For longer cycles, consider appropriate attire in the event of bad weather and always bring a rain jacket. Members are required to wear hi-vis clothing on club spins to ensure safety. For all cycles, make sure you bring two spare tubes, a pump and tyre levers in the case of a puncture. You should also bring liquids and something to eat (banana or protein bar) on the bike. Our bike sessions are designed to accommodate all levels and we will encourage you to attend our Sunday spin session in particular.

3.2.3 Run

Comfortable and well-fitted runners are necessary. In the winter months, please bring several layers of clothes so that you can adjust from exercise to post-run cool down.

3.3 Swimming

Coached sessions are with Mark, Ewa, Anthony, Jack or Niall. Many people panic about the

swim – we’ve all been there! Luckily we also bike and run, so if you are intimidated about the swim training, you can join us on the run/bike training to begin with, which will allow you to get to know other members and settle in.

The improvers’ lane is designed for someone who can complete a 50m front crawl in 75 seconds and a 300m front crawl in nine minutes. If you’re unsure, try this out at a nearby pool. Once you’re comfortable with this, then you’ll be placed in a lane with others of similar ability.

Sunday 7.30pm, Monday 9pm, Friday 7am and Saturday 8.15am sessions are most suited to beginner level.

Tuesday 7am, Thursday 7am and Saturday 8.15am will benefit more advanced swimmers most.

Link <http://www.piranhatri.com/club-training/training-schedule/>

3.3.1 Your First Swim Session in Westwood, Clontarf

Location	Location of Westwood Clontarf
Bicycle rack	Yes, sheltered. Bring your own lock. Bikes have been taken in the past
Car park	Piranha members must only use the overflow, there is no parking in the main carpark.
Lockers	Yes, bring your own padlock. Put everything (including shoes) into your locker.
Good to know	Bring a water bottle as the temperature of the water is hot! Bring flip-flops as it’s quite a walk from the changing area to the pool.

You will be provided with a key fob to allow you to enter past reception. Walk up the second stairway and proceed to dressing rooms. After changing, walk through the shower rooms, down the stairs and you will exit by sauna room. Walk down to the far end of the pool where you’ll see one of the Piranha coaches. (Alternatively arrange to meet the new-to-tri team on your first visit.)

Note: Please confirm with the membership team that your name has been added to the membership list maintained by Westwood. If you arrive at Westwood reception and your name is not on the list, do not take an issue with Westwood staff, as this is outside of their control. Contact the membership officer of the club directly.

3.3.2 Your First Swim Session in UCD

Location	UCD Sports Centre Location
Bicycle rack	Yes, at the sports centre. Make sure to bring your lock!
Car park	Yes, but be aware some parking is paid parking.
Lockers	Yes, bring your own padlock
Good to know	Many members stay on to have a breakfast at the café after the Friday swim. It is very sociable.

Sign in at the reception desk and they will point you to the general changing rooms. Head to the last two lanes for the session.

3.4 Running

For our run sessions you're doing small laps (400m or 1,500m). This means everyone can run at their own pace and you won't get left behind.

3.4.1 Your First Run Session in UCD

Time	Tuesdays at 7pm
Location	At the pedestrian crossing immediately in front of the entrance to the Sports Centre: UCD Sports Centre Location
Bicycle rack	Yes, at the sports centre.
Car park	Yes, but beware some parking is paid parking.
Lockers	Yes. You can leave your bag in UCD sports centre.
Good to know	There are toilets in the sports centre, showers and changing rooms.

3.4.2 Your First Run Session in Irishtown Stadium

Time	Thursdays at 8pm
Location	We tend to congregate at the barrier at the end of the first bend (i.e. after the first 100m of the 400m track).
Bicycle rack	Yes, though some members with sexier bikes choose to take them inside onto the track. You still need a lock.
Car park	Yes. The car park inside the complex can be very busy. There is additional car parking immediately on the left before you enter the complex which you can also avail of
Lockers	Yes, bring your own padlock. Some members just take their bags out to the track.
Good to know	There are showers and toilets available, the changing rooms have heated floors!

3.4.3 Your First Run Session in Westwood

Time	Saturdays at 10am
Location	We meet in reception after changing from the swim set. It is best not to linger in the changing rooms after the swim as the eager runners may leave without you. The run tends to be an out-and-back run along the coast. You can run at your own pace (this is generally a long and slow run) and you can turnaround whenever suits you and head back to Westwood. Location of Westwood Clontarf is here: Location of Westwood Clontarf
Bicycle rack	Yes, sheltered. Bring your own lock. Bikes have been taken in the past.
Car park	Yes, as a member of Piranha you are entitled to use their overflow car park, which is located beside the DART station. Only full Westwood members can use the main car park, unless you're going for a long cycle after your swim in which case Westwood would prefer if Westwood members put their cars in the overflow car park.
Lockers	Yes, bring your own padlock. Put everything (including shoes) into your

	locker.
Good to know	You can leave your gear bag in the changing room after your swim, and return to the changing room after the run for a shower.

3.4.4 Your First Run at Clontarf Promenade

Time	Tuesdays 7pm
Location	Meeting point is at the Sail statue opposite Clontarf Garda Station.
Bicycle rack	No. Bring a lock as bikes can be locked to lamppost or bench.
Car park	Yes. Beware as some parking is paid parking.
Lockers	No.
Good to know	This run session is member-led and follows the coached training plan for UCD run session.

3.5 Cycling

The mid-week arrangements for cycle training change between winter and summer, whereas the Sunday spin is a constant feature of the training week. The time of the Sunday spin may change (9am in winter and possibly 8am in summer). It is important to keep an eye on forum posts on the website and WhatsApp groups to confirm the details.

3.5.1 Winter Turbo Sessions

A turbo session is essentially like a spinning class, except that you are cycling on your own bicycle. A turbo is a resistance machine into which the back wheel of your bicycle is placed. The bike coach will prepare a set for each session and guide you through it. Members need to purchase their own turbo machine. There will be lots of advice available at the different social events to learn about what machine to buy and where to buy it.

Turbo sessions are updated through the season, please keep an eye on the PTC WhatsApp Announcements group and the website.

3.5.2 Summer Hill Sessions

A short cycle takes place at 7pm on Wednesdays during the summer. The meet is at the cycle track opposite Watermill Road in Raheny unless otherwise advised on a forum post. These tend to be focused on technique, bike handling and strength. Most of the strength work is done on the Sutton side of Howth Hill.

3.5.3 Sunday Spin

The Sunday spin is one of the main anchors in the training week. Meet at Westwood at 9am in the winter months and 8am in the summer months. Members divide into advanced, intermediate and improver groups. The distance covered and difficult level of the cycle is appropriate to the different groups. Details are provided via the website forum and WhatsApp in advance”

<http://www.piranhatri.com/piranha-news/2016-2017-cycling-programme/>

3.5.4 Spinning Class

We also offer a spinning class. The spinning class is at Andy Kenny’s Spinning Studio on Pearse Street. Note: Registration and payment is required. Please make inquiries for more details

3.6 Ad Hoc Training

We use our forum (<http://www.PiranhaTri.com/Forum/>) to discuss what races people are going to and who’s coming to various training sessions. For example, members may just post up that they’re doing a 70k cycle @ X pace at the weekend and ask if anyone wants to join.

We highly recommend you sign up with a name that’s recognisable (e.g. first name and at least your initial) and a profile picture that’s semi-recognisable so that when a group have arranged to meet at 9am for a cycle or run, they have some idea of who it is they need to wait an extra few minutes for!

There are also several WhatsApp groups that you may like to join. There is one new group created every year for new members of that year. There is another for announcements **only** that members **must not respond to**.

3.7 Technology

There are many different gadgets out there to assist your training from watches to heart rate monitors to power meters and the list continues... You don’t need these things, they come under “nice to have” as opposed to “need to have”. If you are thinking about buying some technology, a good place to start is to read reviews of the product and a very reputable review site is <https://www.dcrainmaker.com/>

3.8 Strava App

Strava: strä-va (verb). Swedish, to strive

Strava is a social networking site for athletics. You can use it to get a Twitter/Facebook-like feed of what your friends are doing. You’ll find us at: <http://www.strava.com/clubs/piranha-triathlon-club>

Click on the recent activity tab – here you can see what training your club mates are doing

and choose who (if any) to follow. It also maintains a leader board of cycling and running segments. Particularly for cyclists, everyone should exercise caution trying to “chase” a segment and always put safety first ☺

If you already upload your data to Garmin Connect, you can use a service like <https://tapiriik.com/> or <http://www.copymysports.com/> so that you don't have to upload twice.

4. Communications

4.1 Getting General Club Announcements

We don't send out mass emails every time there's a change or announcement at the club. Instead we put up a news posting on our website (www.PiranhaTri.com) and then provide an update on our Facebook page (www.Facebook.com/PiranhaTriathlonClub) and Twitter feed.

We also have a new-to-tri WhatsApp group. If you “like” us on Facebook, you should choose to show us on your newsfeed and optionally receive notifications:

4.2 Accessing the Forum ‘on the go’

You can access the forum from your iPhone, iPad, Android and Windows devices using Tapatalk. To install go to: <http://tapatalk.com/m>
Full instructions on setting up are here:
<http://www.piranhatri.com/forum/viewtopic.php?f=4&t=1887>

5. Training Coaches

Based on the overall training plan, we have numerous coaches who provide the hands-on training.

See <http://www.piranhatri.com/training/meet-the-coaches>

6. Event Calendar

6.1 2019 Calendar

- TBC- New2 Tri Introduction Meeting (AM) and Club Night Out (PM)
- TBC -Cycling Skills Training
- TBC - Transition training
- TBC - New to Open Water Swimming
- 9th-13th April 2019: Domestic Training Camp (Dungarvan)
- 22 August 2019: Dublin City Triathlon (DCT)
- 25th October 2019: Dublin Marathon
- Oct (TBC) AGM
- TBC- Club awards

National Series

The National Series is a group of 18 races where points are awarded based on your finishing position. Athletes are scored off their best four races which must include at least one sprint and one standard distance event. During the season you need to complete 4 races in the NS to be considered for overall position in the NS league. Most people will complete one Olympic and 3 sprints to ensure qualification.

- 17/5/2020 – Tri 795 Carlow – Sprint
- 30/5/2020 – Tri Athy Olympic – Standard
- 13/6/2020 – Hook or Crook – Sprint National Championships, Dunmore East, Co. Waterford- Club Weekend Away!
- 4/7/2020 – Hell of the West, Kilkee, Co. Clare – Standard National Championships
- 11/7/2020 – 2 Provinces, Lanesboro, Co. Roscommon – Sprint
- 18/7/2020 – King of the Hill, Kinsale, Co. Cork- Sprint
- 19/9/2020 – Pulse Port Beach, Co. Louth – Sprint

Ongoing Social Saturdays - After running every Saturday in Westwood

Meet Us Monday: Meet new-to-tri team for new members - before swim session

We will update our Facebook page, WhatsApp groups and forum with more events as the year goes on.

6.2 Be sociable with us!

Throughout the year there will be a number of social gatherings announced – particularly after some of the key races. Please join us regardless of whether you raced or not!

Social Saturday is on every Saturday in Westwood after the swim and we also have coffee for new members on Monday nights before the swim session. These are great to meet new people and have some banter.

6.3 “Welcome to Piranha” Club Information Night

This is for both members and non-members who want to find out more about the club or triathlons in general.

6.4 Annual Warm Weather Training (WWT)/Long Weekend Training Camp

This year we have decided to align with Triathlon Ireland (TI) to provide a Warm Weather Training camp option for our members for 2020

Date: 14th-21st March 2020

See link below for more details:

<https://www.triathlonireland.com/News/2019/Triathlon-Ireland-Warm-Weather-Training-Camp-2020.html>

6.5 Piranhas go racing to...

Some of our Piranhas participate in long distance events like Ironman and Challenge. Members often agree to do a particular race as a group. However, there is no coordinated plan to compete in anyone Ironman as a club. But there are several 70.3 (Half Ironman) events that club members are gearing up to compete.

The club keeps members briefed on developments like this through the forum. Put the races in the calendar as you will hear a significant amount of banter/tears/sweat as our members prepare for race day. There are other members doing other races abroad during the year but these members are some of the most vocal ☺

The Ironman record holder is Will Owens in a time of 9:34:43.

6.6 Club Championships, Pulse Port Beach Sprint and TriAthy Olympic 2020

Each year we choose a sprint and standard race to use as our championship races, where we want as many members of the club to participate in, so that we can crown the male and female champion of Piranha.

6.7 Dublin City Triathlon, 22 August 2020

This event is organised by Piranha and is our main fundraiser for the year. Our race director for 2020 is Aidan Hughes and supported by Mags Walnutt and Marie Moran, they will need all the help they can get to uphold DCT being Ireland's best triathlon. Therefore, **we require all members to be available for the Friday and Saturday to help set it up and steward** – it's part of your membership and helps pay for the club sessions through the year. We won Triathlon Ireland's Race of the Year in 2012, 2013, 2014, 2016 and 2017. Let's make sure we do it again for 2020!

7. Piranha Club Gear

We have a lot of different items of Piranha branded clothing available. We want all our members to wear this while at triathlons so that you can recognise a fellow club member and help support them to the finishing line. If you see someone still out on the course in Piranha gear, make sure to stay and cheer them on – they'll do the same for you!

Information on club gear can be found on the following link below:

<https://www.piranhatri.com/members-area/piranha-gear/>

Note: The trisuits can be tried on in the Cycle Superstore in Tallaght for size.

8. Triathlon Ireland and National Series

We are a member of Triathlon Ireland (and now you are too!) and as such we encourage members to participate in Triathlon Ireland (TI) sanctioned triathlons. This helps maintain a standard of safety and enjoyment year after year. View the full list of races by going to: <http://www.triathlonireland.com/> and clicking on “race calendar”.

Certain races are designated National Series (NS) and in these you earn points that go towards your National Series ranking in Triathlon Ireland. Our National Series coordination team has worked to pick out a subset of the National Series races to maximise NS points earned and to hold club away weekends. You can find out more about our National Series Strategy:

<https://www.piranhatri.com/uncategorised/piranha-tri-club-ns-strategy-2020/>

9. Need some help?

While all this information might be a little overwhelming, you will be helped by your fellow club members along the way. Don't be shy to ask for help or information, any questions please feel free to ask in the forum or contact:

Membership enquiries, payments: memberships@piranhatri.com

New-to-triathlon programme: new.to.triathlon@piranhatri.com

General training: training@piranhatri.com

Appendices

Appendix 1 – Location Maps

Westwood, Clontarf

<https://www.google.ie/maps/place/Westwood+Clontarf,+Clontarf+West,+Dublin/@53.363193,-6.2309191,17z/data=!3m1!4b1!4m5!3m4!1s0x48670e574b3e275d:0xf69f3c09a58bd72a!8m2!3d53.3632038!4d-6.2291117>

Clonskeagh, UCD

<https://www.google.ie/maps/place/UCD+Sports+Centre/@53.3079883,-6.2373928,17z/data=!3m1!4b1!4m5!3m4!1s0x486709368aaf5ccf:0x248c7106c8f34fde!8m2!3d53.3079883!4d-6.2351988>

Appendix 2 – Club Committee

Paul O' Donovan – Chairman

Nora Gallagher – Club Secretary

Susan Wylie – Treasurer

Maura Ormiston – Events

Sinead Plunkett – Events

Adele Hall- Events and Womens Lead

Roisin Pakenham – Marketing

Enda Marren – Membership

Killian Nolan – Training

Hannah Gibney – New-To-Tri Co-ordinator

Marlon Major – New-To-Tri Co-ordinator

Appendix 3 – Club Constitution

Name

The name of the association shall be the Piranha Triathlon Club (hereinafter referred to as 'PTC')

Registration

PTC will be registered with Triathlon Ireland Ltd., the governing body of triathlon in Ireland.

Registered Office

The registered office of PTC shall be determined by the PTC's committee annually at the General Meeting.

Objectives

Promote, organise, develop, manage and administer the sport of triathlon.

Encourage and foster all levels of triathlete within the club.

Affiliate with Triathlon Ireland Ltd. and any other organisations, as may be determined from time to time by the committee.

Prescribe, maintain and uphold the rules, regulations and code of ethics as set by Triathlon Ireland Ltd.

Generally, do all things whatsoever for the benefit of triathlon which may be deemed expedient or which may be directly or indirectly incidental or ancillary to the other objects of PTC.

The Club shall cater for:

Triathlon Multi-sports involving the individual sports of running, cycling and swimming (duathlons, aqua-thons and other variations) The individual sports of running, cycling and swimming.

Membership

The committee may at its discretion accept affiliation from individual athletes or grouping of individual athletes forming teams of any type within PTC in circumstances defined in advance by the committee.

Application for membership shall be made in writing to PTC. Applicants shall supply such information as requested by the committee. All applications shall be considered by the committee which may, at its discretion, accept or refuse any such application (successful applicants shall hereinafter be referred to as

“members”). A register of members shall be maintained.

It is mandatory for members of PTC who are training with the club to be either full or student members of Triathlon Ireland, the national governing body for the sport of triathlon in Ireland. Failure to maintain a membership of Triathlon Ireland (in accordance with the membership policies of Triathlon Ireland), or the withdrawal of membership of Triathlon Ireland from a member of PTC automatically results in an immediate loss of entitlement to train with PTC.

Junior Membership

In order to allow for Junior members (persons under the age of 18) can be accepted, the club must first adopt the Triathlon Ireland Ltd. Code of Ethics and ensure that the proper safeguarding structures are in place. Applications by Juniors must be reviewed by the committee and Childrens Officer (CO) and can only be accepted if all controls are in place as per TI recommendations. Junior members application, if accepted must be signed by the named members parent or guardian. Junior members must have a valid TI license.

Associate membership

PTC allows for associate members. Membership of Triathlon Ireland is required for associate members. Associate members can race under the name of PTC and attend social events but cannot participate in club training sessions as they are not insured under TI membership.

Cessation of Membership / Resignation

Approved persons remain members of the club until such time as they tender a resignation / cessation, or they fail to renew their membership. Members must tender his/her cessation to the committee in writing but shall remain liable to PTC for all money owing and unpaid at the date of cessation.

The committee of PTC is empowered to withdraw membership from any member of PTC for good cause, which includes but is not limited to a breach of the Club's Constitution, including the Code of Conduct, any actions inconsistent with the Club's objectives or any actions which place the Club in disrepute, provided that the Club Disciplinary and Grievance Procedure has been followed.

Cessation of Membership / resignation

Life Membership

Where any person has rendered special service to PTC or to the sport of triathlon in Ireland, they may, on the nomination of the committee, be elected a life member of PTC at a General Meeting.

Meetings

General Meeting

The Annual General Meeting shall be held at such place and at such time as may be determined by the committee.

Not later than 30 days before the date of the Annual General Meeting, every member, shall be notified of the time, date and place of the meeting.

It is acceptable that a posting on the PTC website and a distributed email is acceptable for any notification.

An Exceptional General Meeting shall be convened at the request of the committee or within 60 days of the receipt of written requisition from not less than 25% of members. Such requisition shall set forth the purpose of such meeting. In the event of the committee not convening such meeting, the requisitioners shall be entitled to convene the meeting themselves.

Not later than 30 days before the date of the Exceptional General Meeting, every member, life member and management committee member shall be notified by the Secretary of the time, date, place and purpose of the meeting.

Business of the Annual General Meeting

The business of the Annual General Meeting shall include:

Receipt and adoption of the Annual Report. Receipt and adoption of the balance sheet and income and expenditure accounts. Election of officers and management committee. Election of life members (if any). Consideration of resolutions of which notice has been given. Transaction of any general business.

Members shall give notice in writing of any business to be discussed or resolutions to be considered at the Annual General Meeting no later than 14 before the date of such meeting.

Quorum

At any General Meeting of PTC, delegates present and representing not less than 20% of the members shall constitute a quorum.

Chairperson

At all General Meetings the chairperson of the committee shall be entitled to take the chair. If the committee chairperson is absent, then another member of the committee shall take the chair. Any member disobeying the ruling of the chair may be suspended for the period of the meeting by ordinary resolution of the meeting.

Voting

Except for that provided for in the Alteration to Rules section, the business of PTC shall be decided by a simple majority of votes cast.

Each committee member shall have one vote.

Each individual member athlete affiliated under the rules of membership outlined in the Membership section shall have one vote.

Each life member shall have one vote. If any person is both a committee member and/or a life member and/or a member, they shall be entitled to only one vote.

A resolution put to the vote shall be decided on a show of hands unless a poll is demanded, before or on the declaration of the result.

Any poll called for shall be carried out as the chairperson shall direct.

The chairperson shall have a casting vote in addition to a deliberative vote.

Except where alternative arrangements for payment have been agreed to by the committee, no member shall be entitled to vote at any general meeting unless all sums presently payable by that member in respect of subscriptions, fees and other amounts due to PTC have been paid.

Officers

The following committee officers of PTC shall be elected at the Annual General Meeting:

Chairperson Treasurer Training Officer Events Officers (x2) Marketing Officer New Members (New to Triathlon) Officers (x2) Secretary Membership Officer

Sub-committee officers.

TI affiliation requires that the club have a women's officer and a Technical officer. These roles can be in addition to primary committee roles. However, they can be filled by people not on the committee.

Women's officer Technical Officer

Childrens Officer and Designated Liaison person

In order to facilitate Juniors training with the club PTC must have a Childrens officer and Designated liaison person. The roles are described in appendix 1 below. The club will strive to have these roles in place and will communicate status as such via the club website, announcements channels and at the AGM.

The committee shall have power to fill vacancies arising during the year and to

reinvent the list of required positions to be filled.

Committee

The committee shall consist of a minimum of eight and a maximum of twelve members.

Fifty percent (rounded down to whole numbers) of committee members shall form a quorum at meetings of the committee.

The Chairperson shall have a casting vote in addition to a deliberative vote.

Any committee member who fails to attend two consecutive meetings of the committee without leave of absence shall forfeit their seat on the committee.

The committee may appoint a replacement committee member in the event of the death, resignation, or forfeiture of position of a committee member. Such replacement shall hold office for the remainder of the term of the member who was replaced.

Method of meeting: A meeting of the committee may be held either:

Physical meeting: by several the committee members who constitute a quorum being assembled together at the place, date and time appointed for the meeting;
or

Other means: by means of audio, or audio and visual, communication by which all committee members participating and constituting a quorum can simultaneously hear each other throughout the meeting.

Functions and Powers of the Committee

The committee shall be responsible for carrying out the aims and objectives of PTC, and shall have the following functions and powers in addition to those provided for elsewhere in these rules:

To formulate, adopt and monitor a strategic plan, which shall be presented at each Annual General Meeting.

To adopt and monitor an annual plan and financial budget.

To enter into an employment contract on such terms and conditions as the committee shall think fit and to adopt clearly defined delegations of authority from the committee.

To appoint any sub-committees and to delegate such powers and responsibilities as the committee deems appropriate to such sub-committees.

To impose any penalty upon any member who is found guilty of breaching any of

the rules, by-laws, regulations of PTC or of refusing to give effect to any resolution passed by any General Meeting or by the committee, or by actions that bring the club into disrepute.

To determine the process to apply in respect of the appointment of:

Coaches and captains
Other positions as required.

To determine the fees payable by members each year.

To enter into contracts of insurance, sponsorship and other types of contracts as deemed appropriate to carry out the objects of PTC.

Such other powers as may be necessary or desirable to further the objects of PTC.

Finance and Annual Report

The financial year of PTC shall close on the 31st day of October in each year.

All monies received shall be paid to the credit of PTC at a bank or banks as determined by the committee.

A report of the year's activities together with the audited balance sheet and income and expenditure account shall be prepared by the committee for presentation at the Annual General Meeting.

Alteration of the Rules

These rules may be amended, repealed or replaced by a resolution passed by a majority of not less than 60 per cent of the votes cast at a Annual General Meeting. Notice of the proposed alteration shall be given to the committee at least 28 days prior to the date of the Annual General Meeting at which it is intended to propose the alteration. Notice shall be given of the proposed resolution in accordance with rules for General Meetings.

Indemnity

Every committee member of PTC who does any act in pursuance or intended pursuance of any provision of these rules or any rules or regulations made thereunder in a General Meeting or of the committee shall be indemnified by PTC against all losses and expenses incurred by them in connection with the discharge of their duties, unless the act was done in bad faith or without reasonable care.

Payments to Members

No member or person associated with PTC shall derive any income, benefit or advantage from PTC where they can materially influence the payment of the

income, benefit or advantage, except where that income, benefit or advantage is derived from:

Professional services to PTC rendered in the course of business, charged at no greater rate than current market rates; or

Interest on money lent at no greater rate than the current market rates.

Winding Up

PTC may be liquidated by a resolution carried by a simple majority (half plus one) of the votes cast at a General Meeting held in accordance with these rules.

If upon the liquidation of PTC there remains surplus funds after the satisfaction of all its debts and liabilities whatsoever, the same shall not be paid to or distributed among the members of PTC but shall be given or transferred to some other charitable organisation or body having purposes similar to the objectives of PTC, or for some charitable purpose, within Ireland.

Dublin City Triathlon (DCT)

PTC organizes Dublin City Triathlon, DCT annually. Each year the Committee will seek applications for the positions of Race Director, Assistant Race Director and any other roles they feel are necessary to run a successful event. These are paid positions that involve working with all relevant stakeholders to ensure that race day is a success for all athletes and volunteers. Application are made in writing to the committee and it is at the committee's discretion as to how successful applicants are chosen.

Code of Conduct

All members of Piranha Triathlon Club shall:

Abide by the Club Constitution and this Code of Conduct and rules laid down by the sport's governing body, Triathlon Ireland (TI) Encourage and commend fellow members in their training, competition and participation. Show respect and dignity for their fellow members Uphold the good name and reputation of PTC, both inside and outside of Club activities, and conduct themselves in an appropriate manner Only train within their abilities and levels of fitness Ensure good time management, so as not to delay the start times of sessions they attend Report any medical conditions, injuries or incidents whether at training or during events to the Club marshal or coach allocated to that session or event Report any grievances or complaints to the appropriate member of the Committee Be paid up members of TI, to ensure they receive the personal insurance cover which TI membership confers. The Club does not provide any training/racing insurance cover to members and will not accept any member who is not a TI member.

Swimming – all members shall:

Observe and respect the pace and workout routines of other swimmers in their lane, avoiding actions that are likely to interfere with those routines and maintaining good lane discipline
Be aware of other pool users who may be in distress, or whose actions may cause risk to the member, and attract the attention of a Club coach or pool lifeguard in such circumstances
Ensure adequate hydration during swim sessions by bringing a drinks bottle to the poolside
Be aware that surfaces in the facilities are likely to be wet and slippery and therefore take care
On open water swims, all members:
Must wear a wetsuit and brightly colored swim cap
Try to use a buddy system and swim in pairs based upon speed and ability
Swim parallel to the bank/shore unless adequate safety cover exists for areas beyond that where possible
Roll on to their back and raise their arm to attract the attention of the safety cover if experiencing any difficulty

Unless otherwise stated all open water swim sessions are on an ad hoc basis and taken at the participant's own risk

Cycling – all members shall:

Wear a correctly fitted and fastened cycling helmet
Ensure that their bike is in good roadworthy condition
Carry some cash, mobile phone, spare inner tubes and a mini pump on all club rides
Ensure adequate hydration and nourishment on club rides
Dress appropriately for the weather / daylight conditions
Respect and obey the rules of the road
Act responsibly to promote the good image of cyclists.
On group rides, members shall keep to the left wherever possible, ride two abreast where the conditions allow, and go single file on busy roads. Always maintain an orderly riding pattern and not use tri-bars within the group

Run – All members shall:

Act responsibly to promote the good image of runners

Club Disciplinary and Grievance Procedure

Grievance Procedure

1.1 Introduction

The Club accepts that it is in our mutual interest to establish a clear procedure for the resolution of all Club related issues arising between members and the Club. Full recognition is given to the significance of personal grievances and we are determined that all grievances and disputes will be dealt with without undue delay and at the earliest possible stage of this procedure.

We operate an open-door policy and members are encouraged to make full use of this facility by contacting the Committee.

1.2 Procedure

Any complaint or grievance must be submitted in writing to the Club Chairperson and Secretary. Acknowledgement of receipt will be provided within five working days to the complainant. The Club Chairperson and Secretary will appoint an investigation committee comprising two committee officers and one full member (the "Investigation Committee") to investigate the complaint or grievance. If the complainant or the respondent is part of the Committee, then they cannot form part of the Investigation Committee. The Investigation Committee will examine the complaint/grievance and the written response of the person(s) against whom the complaint relates. After investigation, the Investigation Committee will issue its decision to the Chairperson and Secretary on whether the matter should be upheld or not, together with their reasons for the decision. The Chairperson or Secretary will contact both parties involved with the decision of the Investigation Committee. Either party may appeal the decision, in writing, within 14 days of receipt of the decision. If an appeal is received, then the Chairperson and Secretary will appoint an Appeals Committee comprising two different committee officers and one different full member to review the decision. The Appeals Committee shall issue its decision to the Chairperson or Secretary, who will contact the parties, and such a decision is final. The Appeals Committee may recommend if disciplinary action is warranted and it is up to the Committee to decide what form of disciplinary action should be taken, if any. The Appeals Committee decision is final. Disciplinary Procedure

2.1 Introduction

Members will be liable to committee disciplinary action for misconduct.

Relatively minor breaches of discipline will normally be dealt with by warnings. However, if they are repeated, they will lead on to further stages of the procedure.

More serious types of misconduct may leave a member open to suspension or to the withdrawal of their membership, depending on the gravity of the offences and on any mitigating circumstances.

2.2 Procedure

Where a Member's conduct warrants disciplinary action, the following procedures will apply,

2.2.1. Formal Verbal Warning

In the event of a breach of conduct by a member, the member will be given a formal verbal warning by a Committee Officer. This warning will be recorded at the next Committee meeting.

2.2.2. Written Warning

In the event of a further breach, the member will be issued with a formal written warning. This written warning will be recorded at the next Committee meeting.

2.2.3. Expulsion

If, following a written warning, a member is guilty of further breaches, the member will be expelled. Expulsion can only take place after the member has had an opportunity to hear all the allegations against him or her and to present his/her case to the Committee. All cases of expulsion will be decided upon by the Committee

2.2.4. Misconduct

In cases of serious misconduct including but not limited to:

breaches of trust fighting theft cheating doping refusal to accept instructions from club coaches or officials willful damage to property bringing the club into disrepute

In cases of misconduct warranting summary dismissal, the following procedure applies:

Following investigation of any matter under clause 2.2.4, Committee may decide either to dismiss a member, or impose another form of discipline, such as suspension from the Club and/or final written warning without recourse to the procedure in 2.2.1 to 2.2.3 above.

2.3 Natural justice at all stages of the procedure, the member will be given the opportunity to hear the allegations against him/her and to make his/her own case

2.4

If an appeal is received, then the Chairperson and Secretary will appoint an Appeals Committee comprising two committee officers and one full member to review the committee decision.

The Appeals Committee shall issue its decision to the Chairperson or Secretary, who will contact the parties, and such a decision is final.

2.5

Any sanction in relation to Triathlon Ireland complaints & disciplinary policy is separate to PTC

2.6 Review

This procedure will be reviewed periodically.

Interpretation

In the event of any dispute over the interpretation of these rules or any question arising in connection with the administration of the club not provided for in these rules, that question shall be decided by the committee.

Any such decision shall be recorded in the minutes of the next committee meeting and shall remain in force until it is amended or revoked by the committee or by a resolution passed at a General Meeting.

Appendix 1:

Childrens Officer (CO) & Designated Liaison (DL) person

It is compulsory for all clubs with a junior section to have a qualified Children's Officer and Designated Liaison Person.

Safeguarding requirements for Childrens Officer & Designated Liaison person:

- Attend a 3-hour Safeguard 1 course – Child Protection in Sport Awareness Workshop*.
- Attend a 3-hour Safeguard 2 course – Children's Officer. (DLP does not need to attend Safeguard 2 unless they are acting in a dual role as CO & DLP).
- Attend a 3-hour Safeguard 3 course – Designated Liaison Person.
- Undertake Garda Vetting or Access NI through TI.
- Complete the appropriate code of conduct. Form 8 OR Form 10

* Safeguard 1, 2 & 3 are run in the Republic by the LSP's and the North by Sport NI and some will be run by TI.

Role of Childrens Officer:

- The CO should familiarize themselves with the safeguarding requirements for coaches as well as relevant legislation. See updates here.
- The CO should keep a database of which coaches in their clubs are qualified to coach or supervise junior athletes.
- The CO should aid in the safe recruitment of volunteers and coaches to work with club juniors.
- The CO is the voice of the juniors in the club so should make themselves known and accessible to the junior athletes.
- The CO should store the Form 11's confidentially for reference.

Once qualified a CO can sign off on the ID proofing for other members of the club. The CO should be consulted on all safeguarding issues including risk assessments for training sessions and events.

The CO should give a report to the main club committee at committee meetings regarding any junior issues, while maintaining necessary confidentiality.

The CO should report any safeguarding issues to the Designated Liaison Person

so that they can be reported to TI and the Statutory authorities. The CO is also free to consult with TI and the statutory authorities.

Role of Designated Liaison person:

Every club should Identify a designated liaison person to act as a liaison with outside agencies and a resource person to any staff member or volunteer who has child protection concerns (The CO may also be the DL, however larger clubs should consider having these as two separate roles.

The designated liaison person is responsible for ensuring that the standard reporting procedure is followed, so that suspected cases of child neglect or abuse are referred promptly to the Child and Family Agency Duty Social Worker. In the event of an emergency where you think a child is in immediate danger and you cannot get in contact with the Children and Family Agency Duty Social Worker, you should contact An Garda Síochána.

The designated liaison person should ensure that they are knowledgeable about child protection and undertake any training considered necessary to keep themselves updated on new developments.

Reference – Triathlon Ireland

LATEST FORUM POSTSSWIM EQUIPMENTAppendix 4 – Membership Fee Policy

Categories of Membership:

Full Member: €250.00 per annum (which is paid annually via the TI website)

Student Member: €120.00 per annum

Associate Member: €30.00 per annum

Period of Membership

Membership runs from January 1 to December 31 of each year. In line with the established practice from Triathlon Ireland, a one month grace period for renewal of club membership is provided until January 31 of the following year.

New Members:

Single payment fees for new full members will be €250 in the months of January, February, March, April and May. Fees will be €125.00 in the months of June through to December.

Payment Methods:

Triathlon Ireland website: This is the most effective means of payment and the preferred one of the club. Club membership fees can be paid at the same time as the Triathlon Ireland fee is being paid, or as a separate transaction.

The receiving account details for the membership fees are:

Piranha Triathlon Club

Permanent TSB

405 Howth Road,

Raheny,

Dublin 5

BIC: IPBSIE2D

IBAN: IE26IPBS99064185530758