

Memo to Parents (1)



Hi everyone,

Please take some time to read through this memo to find out more about the Overseas Swim Exchange Camp.

Overseas Swim Exchange Camp

Hosted by Wahoo Swim School (Malaysia)

10 – 14 Jun, Wed – Sun

X Lab and WAHOO Swim School share a common philosophy of long-term athlete development, structured progression, and character-building through sport. Both organisations are committed to nurturing swimmers beyond technical competency - emphasising discipline, resilience, and a lifelong love for the water.

This alignment in coaching standards and developmental pathways makes WAHOO a natural partner for our overseas swim camp this year, providing our swimmers with valuable cross-training exposure within a high-quality aquatic environment.

About Wahoo Swim School

<https://wahoo.com.my/>

WAHOO Swim School is a Penang-based aquatic education provider offering a structured pathway from learn-to-swim foundations to competitive and elite training. Its programmes emphasise water safety, stroke development, character building, and long-term participation in aquatic sports.

Headquartered at the Setia SPICE Aquatic Centre in Penang, WAHOO operates within a major aquatic facility featuring Olympic-standard training pools and comprehensive sports amenities that support both grassroots learning and high-performance training.

Serving children, adults, and athletes, WAHOO integrates swimming, water polo exposure, and performance preparation under a consistent coaching curriculum designed for measurable progression. Through collaborations with schools, community programmes, and facility partners across Penang, WAHOO aims to develop confident swimmers while strengthening the local aquatic ecosystem and creating pathways for future athletes, coaches, and lifelong participants in sport.



Objective of Overseas Swim Training Camp

The Overseas Swim Training Camp aims to provide swimmers with valuable international exposure through training in a different high-performance environment while experiencing varied coaching methodologies and perspectives.

Beyond technical development, the camp fosters independence, personal responsibility, and adaptability as swimmers step outside their usual routines.

It also strengthens team bonding through shared training and living experiences, while encouraging meaningful knowledge exchange between coaches and athletes to broaden understanding, refine skills, and elevate overall performance standards.

Hotel:

Olive Tree Hotel Penang
76, Jalan Mahsuri, Bandar Sunway Tunas
11950 Bayan Lepas
Pulau Pinang, Malaysia

Pool complex:

Setia Spice Aquatic Centre
Bayan Baru, 11900 Bayan Lepas, Penang
<https://wahoo.com.my/location/#setiaspice>

Camp Fee per Swimmer:

SGD 950 (before GST)

Fee Includes:

- Hotel accommodation at Olive Tree Hotel Penang
- Daily breakfast at hotel
- All catered meals
- Curated excursions
- Airport transfers
- Daily pool and sports complex facilities

Note:

1. Eligibility

- All X Lab swimmers are eligible to participate in this Overseas Swim Camp.
- For safety and group management purposes, swimmers below the age of 12 must be accompanied by one parent or responsible adult for the duration of the trip.



- Parents may choose to chaperone other swimmers of a similar age; however, such arrangements should be coordinated privately among parents. The supervision ratio for children below 12 years old should not exceed one (1) adult to three (3) children. For the avoidance of doubt, the supervising adult must be a parent or designated guardian, and coaches or programme staff are not considered part of this supervision ratio.
- All accompanying parents will be responsible for arranging and settling their own accommodation. X Lab will confirm the hotel and room arrangements for swimmers nearer to the trip date, once the list of participating swimmers and accompanying adults has been finalised.
- Three (3) X Lab staff members will accompany the swimmers throughout the trip to provide coaching and support.

2. Flights & Travel Insurance

- Flights and travel insurance must be arranged separately by swimmers/parents. We recommend booking flights early to secure seats together and to avoid any issues with airline requirements
- X Lab will provide recommended flight details so swimmers may coordinate and travel on the same flights as the coaches. Our coaches will travel with and supervise the squad throughout.
 - Scoot: SIN 2.55pm, Wed 10 Jun
 - Scoot: SIN 5.20pm, Sun, 14 Jun
- Families may choose to arrange their own travel plans. However, all swimmers must arrive at Penang and check in at the hotel by 6pm on 10 June 2026 for dinner and the official camp briefing.
- For departure, families may extend their stay in Penang and depart at a later date. X Lab will provide details of the return flight for swimmers travelling back with the team.
- Early departure (before 14 June 2026) will not be permitted.

3. Lodging

- All swimmers must stay at Olive Tree Hotel for the entire duration of the swim camp.
- Accommodation will be twin-sharing rooms (twin single beds). Once again, room arrangements will be finalised and confirmed closer to the trip date, once all swimmer and parent attendance details are confirmed.
- X Lab reserves full discretion over room allocations.
- No swapping of rooms among swimmers is allowed during the stay.
- Siblings will be roomed together.



4. Itinerary, Excursions & Catered Meals

- Swimmers are required to follow the official camp itinerary strictly and attend all scheduled swim training sessions, briefings, meals, and team activities unless otherwise approved by X Lab coaches.
- The programme fee includes all catered meals and organised excursions.
- The fee remains unchanged even if families opt out of excursions to arrange their own activities.
- Parents who wish to join the organised activities must indicate their interest in the booking form, as pre-bookings are required. Please ensure this is clearly stated at the point of registration. Tickets cannot be purchased separately at a later date or on-site once arrangements have been confirmed.
- Dinner on 13 June (Saturday) is compulsory for all swimmers. Accompanying parents are welcome to attend.

If there are any concerns or clarification, please highlight in the form when we have sent the link out.

This camp is designed to combine structured training, team bonding, and international exposure - building independence and performance beyond the pool.

Tentative Itinerary:

	10 Jun, Wed	11 Jun, Thu	12 Jun, Fri	13 Jun, Sat	14 Jun, Sun
Morning		Breakfast at Hotel			Swim Training at SSAC
Early Afternoon	Depart for Penang Scoot: 2.55 - 4.20pm (Tentative)	Swim Training at SSAC	X Lab Excursion: <i>Swimmers with accompany parents may choose to organise their own activities.</i>		
Lunch		Catered Lunch at SSAC			



Mid Afternoon		Special Swim Programme	X Lab Excursion <i>Swimmers with accompany parents may choose to organise their own activities.</i>	Swim training at SSAC	Pack up
Evening	Transfer to Hotel	Swim Training at SSAC		Joint Dinner (Catered dinner at Spice Sundeck)	Depart for Singapore Scoot: 5.20 - 6.55pm (Tentative)
Dinner	Dinner at Hotel	Catered Dinner at SSAC	Catered Dinner at SSAC		
After Dinner	Briefing / Lights off	X Lab Excursion <i>Swimmers with accompany parents may choose to organise their own activities for the night.</i>	Special Swim Programme		

Information correct at time of print. X Lab reserves the right to amend the programme schedule, coaching arrangements, venue allocation, and related activities where necessary due to operational requirements or unforeseen circumstances.

FAQ



Overseas Swim Training Camp – FAQ *(For Parents & Swimmers)*

1. What is the objective of the overseas training camp?

The camp is designed to:

- Expose swimmers to a different training environment
- Build independence, resilience, and team bonding
- Enhance stroke technique, race skills, and conditioning
- Provide high-performance training exposure

2. Who is this camp for?

- Swimmers from X Lab / Competitive Squad who demonstrate commitment, discipline, and readiness
- Recommended age: 9 years old and above
- Swimmers must be sufficiently independent and responsible, able to look after their personal belongings, manage personal hygiene, follow instructions, and function confidently in a group setting without parental assistance

3. My child is below 12. Will it be safe for him/her to attend this camp alone?

Yes. The safety and wellbeing of all swimmers is our top priority.

- Swimmers will be supervised by coaches at all times, including during training, meals, and excursions.
- Clear daily schedules, curfews, and behavioural expectations will be in place.
- Regular headcounts will be conducted throughout the day.
- Coaches are trained to manage group safety and respond to emergencies.

The camp is structured to provide a safe and supportive environment while helping younger swimmers build independence and confidence under close supervision.

4. How will hotel room grouping be arranged?

Room groupings will be carefully planned by the coaches.

- Siblings will be paired together where possible.
- Swimmers will generally be grouped in 2–4 per room.
- A mix of older and younger swimmers may be arranged to encourage mentorship, responsibility, and team bonding.



- Coaches will conduct nightly checks and ensure all swimmers are settled in their assigned rooms.

Room allocations will prioritise safety, compatibility, and positive team dynamics.

5. What does a typical day look like?

A typical day may include:

- Morning swim session
- Dryland / strength & conditioning
- Technical workshops or video analysis
- Recovery time
- Team bonding or structured activities

A detailed itinerary will be shared before departure.

6. What is included in the camp fee?

The camp fee will include:

- Accommodation
- Training sessions
- Pool and excursion entry fees
- Transport for excursion
- All meals
- Airport Transfers*
- Team shirt

**Airport transfers are only applicable to swimmers travelling with the squad on the proposed flight timings. Swimmers on alternative flights must arrange their own transport to the hotel.*

7. What is NOT included in the camp fee?

The camp fee does not include:

- Flight tickets
- Travel insurance
- Daily personal expenses, such as souvenirs, snacks, or optional activities.
Parents are responsible for arranging these items separately.



8. What if my child has dietary restrictions?

Please declare all dietary restrictions in advance. We will inform the caterer and hotel accordingly, and they will try their best to accommodate the requests. However, we cannot guarantee a completely allergen-free environment. Parents are advised to assess suitability and make necessary arrangements where required.

9. What if my child has a medical condition?

Please declare all medical conditions prior to departure. Swimmers must be healthy and fit to participate fully in training sessions.

- All necessary medication must be brought by the swimmer and clearly labelled.
- Coaches will not administer medication such as Panadol or other over-the-counter medication.
- In the event of illness or injury, parents will be informed immediately and appropriate medical attention will be sought if necessary.

10. I wish to plan my own family holiday around this trip. Can I?

Yes, you may plan your own family holiday around the camp dates.

However, please ensure that your child is with the squad at the selected hotel 10 June 6pm for check-in and the start of the camp programme.

All participants are required to stay in the designated hotel with the team throughout the duration of the camp. Swimmers will only be officially dismissed on 14 June at 12pm. After dismissal, they are free to continue with their own family holiday plans.

Please note that all scheduled training sessions and camp activities are compulsory. Early departures or late arrivals will not be permitted, as this is a structured training camp.

11. I wish to take other flights. Is that allowed?

Yes, swimmers may travel on flights different from the main group.



- Parents must arrange their own airport transfers to ensure the swimmer arrives at the hotel on time.
- Swimmers must still check in with the squad at the hotel by the specified time for the start of the camp.
- All training sessions and camp activities remain compulsory regardless of flight arrangements.

12. If my child does not wish to participate in all of the suggested excursions – is that allowed?

Yes, participation in excursions is optional.

If you wish to bring your child out during scheduled excursion timings, please inform the coaches in advance and provide your schedule details.

Important guidelines:

- Swimmers must strictly adhere to reporting times and be back at the designated pool or hotel on schedule.
- The camp fee remains the same for all swimmers, regardless of participation in excursions.
- If a swimmer chooses not to join an excursion and is not signed out by a parent, they will remain with the squad under coach supervision.
- No swimmer will be allowed to stay alone in the hotel at any time.

Sign-Out Protocol (During Excursion Timings)

To ensure safety and accountability, the following procedure applies:

1. Advance Notice Required
2. Parents must inform the coaches at least 24 hours in advance if they intend to bring their child out during scheduled excursion timings.
3. Written Acknowledgement
 - Parents must provide a brief written notice (e.g., WhatsApp message) including:
 1. Date and time of sign-out
 2. Name of swimmer
 3. Name of parent/guardian picking up the swimmer
 4. Estimated time of return
4. Direct Handover



- Swimmers must be handed over directly to the parent/guardian. Coaches will not release swimmers to anyone not pre-communicated.
- 5. Strict Reporting Time
 - Swimmers must return to the designated venue (pool/hotel) at the agreed time. Late returns may affect participation in team activities.
- 6. Supervision Policy
 - Swimmers not signed out will remain with the squad under coach supervision at all times. No swimmer is allowed to be unsupervised in the hotel or elsewhere.

This ensures the safety, supervision, and accountability of all participants while allowing optional excursion flexibility.

13. How is discipline managed during the camp?

Swimmers are expected to:

- Represent Sports Schooling professionally
- Follow all coach instructions
- Respect teammates, coaches, and local facilities
- Adhere to curfews and behavioural guidelines

Clear expectations will be communicated before departure. Repeated misconduct may result in disciplinary action, including early return at parents' expense if necessary.

14. Will swimmers be allowed to use their phones or devices?

Yes, swimmers may bring and use their phones with responsibility.

- Phone usage will only be allowed during designated periods.
- No phones are allowed during training sessions, team briefings, or official activities.
- Swimmers are expected to use their devices respectfully and appropriately.

Please ensure your child has the necessary data roaming or connectivity arrangements before departure. Coaches will not be able to troubleshoot device issues, manage SIM cards, or assist with technical matters during the trip.

All devices are brought at the swimmer's own responsibility.



15. Who should I contact in times of emergency?

In the event of an emergency, parents may contact the assigned coaches directly via private message. Contact details will be provided prior to departure.

However, please understand that during the camp, the coaches' primary focus is on supervising and caring for the swimmers. Immediate replies may not always be possible unless it is a genuine emergency.

Regular updates will be shared at appropriate times throughout the trip. We kindly ask parents to refrain from checking in every few hours, as this can be disruptive to both swimmers and the coaching team.

Rest assured that you will be contacted promptly if there are any significant matters concerning your child.

16. Are swimmers always supervised, including during free & easy or excursion segments?

Yes. Swimmers will always be under the supervision of coaches.

During free & easy or excursion segments:

- Coaches will be present and conduct regular headcounts
- Clear boundaries and meeting points will be set
- Swimmers are not allowed to leave the group independently

Safety and supervision remain a priority throughout the trip.

17. Will parents receive updates during the trip?

Yes. Updates may be provided via:

- WhatsApp group
- Training highlights

18. What should swimmers pack?

- Multiple training swimsuits



- Spare goggles
- Swim caps
- Training gear (if required)
- Dryland attire & running shoes
- Sunscreen
- Water bottle
- Personal toiletries
- Passport & travel documents

A detailed packing checklist will be shared closer to departure.

19. The hotel accommodation is twin sharing. Can I request a single room?

At the moment, unless there are extenuating circumstances or special reasons, all swimmers will be encouraged to twin share.

Twin sharing helps:

- Ensure safety and supervision
- Encourage swimmers to look out for each other
- Promote teamwork and social skills

If you have any concerns or special requests, please highlight them to the coaches when registering. Requests will be considered on a case-by-case basis.

Please note: single rooms, if available, will incur a higher fee and are subject to hotel availability. Requests will be considered on a case-by-case basis.

20. I wish to bring my other child along, but she will not be participating in the camp. Can she tag along and use the same room? Can special arrangements (e.g., extra bed) be made?

This is considered a special arrangement and is not included in the standard camp fee.

- The camp fee for the participating swimmer remains the same.
- Parents bringing an additional child or non-participating family member will be required to pay a separate fee for that child.
- Please inform the coaches in advance so we can make the request to the hotel.



- This arrangement is subject to room availability. Unfortunately, we cannot accommodate additional rooming arrangements beyond this; no other swimmers will share the same room in such cases.
- Responsibility for the additional child remains entirely with the parent/guardian. Coaches will only be responsible for the registered camp participant.

21. This is my child's first overseas swim camp. Will twice-a-day training be too strenuous for them?

We understand that some swimmers may be new to intensive training.

- All training sessions are carefully planned and age-appropriate, with attention to technique, endurance, and recovery.
- Coaches will monitor each swimmer's energy levels, health, and performance throughout the camp.
- Rest periods, recovery activities, and structured downtime are included in the schedule to ensure swimmers remain safe, energized, and focused.
- Swimmers are encouraged to communicate with their coaches if they feel fatigued, unwell, or need additional support.

Our goal is to provide a challenging yet supportive environment, helping swimmers develop physically and mentally while enjoying the camp experience.

22. Can parents be present at the training sessions?

Parents are not allowed to attend the training sessions to ensure that swimmers can focus and coaches can manage the sessions safely and effectively.

However, parental support is welcome in other ways, such as:

- Chaperoning the swimmers during excursions or free time
- Assisting with meal arrangements or preparations, if needed
- Helping with logistics or other supportive tasks designated by the coaching team

Please inform the coaches in advance of how you would like to assist so that roles can be coordinated effectively.



This allows parents to contribute positively while maintaining a safe and focused training environment for the swimmers.

23. Cancellation & Refund Policy

1. Withdrawal Due to Illness or Other Reasons

- Parents must inform the coaches in writing as soon as possible if a swimmer is unable to attend.
- Refunds are subject to the following schedule:
 - Within 5 working days before the start of camp: 30% of camp fee refundable
 - Within 10 working days before the start of camp: 50% of camp fee refundable
 - More than 10 working days before the start of camp: full refund
- Parents are asked to act responsibly and transparently. Withdrawing and re-registering to bypass this policy is not allowed.

2. Special Circumstances

- Refunds or adjustments outside these timelines may be considered on a case-by-case basis, with supporting documentation.
- Additional costs for flights, transfers, or accommodation may still apply if already booked.

3. Insurance

- Parents are encouraged to purchase travel insurance to cover cancellations, emergencies, or unforeseen circumstances.

24. What happens if my child gets sick or injured during the camp?

- Coaches are trained to provide basic first aid and will monitor the health and wellbeing of all swimmers throughout the camp.
- In case of injury or illness, parents will be notified immediately, and appropriate medical attention will be sought if required.
- Serious cases may involve transport to the nearest medical facility.

25. Can my child bring medication? How is it managed?

- Swimmers may bring necessary medication (e.g., for allergies, asthma, or chronic conditions).



- All medication must be clearly labelled with the swimmer's name and dosage instructions.
- Swimmers are responsible for taking their own medication. Coaches will supervise but will not administer medication such as Panadol or other over-the-counter drugs.
- Parents must ensure sufficient supply for the duration of the camp.

Safety and supervision are our top priorities, but parents should ensure their child is able to self-manage medication responsibly.

26. What are the key benefits of attending?

- Improved technical and race performance
- Greater independence and discipline
- Stronger team bonding
- Exposure to higher training intensity
- Memorable international experience