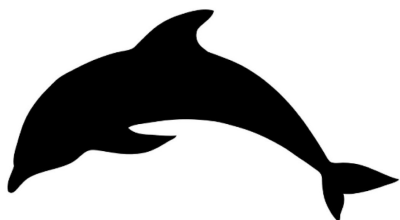


PARENT HANDBOOK

DDSC



The 2025 summer competitive swim season
is here and whether you are a new or returning "Dolphin",
we want to help you become the best and fastest swimmer that you can be!
On behalf of our executive & coaching staff, welcome to our club!

ABOUT DDSC

Club Philosophy

The Devon Dolphins Swim Club has a history of developing excellent competitive swimmers at the local, regional, and provincial levels. Swimmers train at the Devon outdoor pool and enjoy fresh air while learning to swim faster by improving their swimming strokes, turns, and dives. Swimmers develop confidence in their abilities, develop healthy life-long habits, and make new friends while having fun under the summer sun!

We believe:

- ★ That every swimmer can become a better and faster swimmer – our highly trained, experienced, and enthusiastic coaching staff is dedicated to helping each swimmer achieve their full potential.
- ★ In building strong relationships with our families – our club has a strong tradition of family involvement and parents / guardians are welcome to sit in the bleachers during training to observe.
- ★ In building positive relationships between our swimmers – older swimmers in our club are leaders to the younger swimmers and all swimmers are encouraged to “cheer each other on!” Many past Dolphins report making friendships that have lasted well beyond the summer and the pool.
- ★ That “fun” is an important element of summer swim club – our coaches provide various fun activities as part of the training schedule and we hold social events for the whole family.

Club History

The Devon Dolphins Swim Club has proudly served the youth of Devon and area since 1971. Many of our swimmers continue to be involved in aquatics through life guarding, teaching, and coaching. We’ve also had swimmers move onto successful experience and competition in other water sports (ex.. JLC, water polo, triathlon, and artistic swimming).

The size of the club has varied over the years from 30-60 swimmers; we are currently on a rebuilding path. For the past three seasons, DDSC won the Top Small Team Points Total Award at Regionals with teams of under 25 swimmers! Our talented and dedicated swimmers were guided by an exceptional coaching team - all of whom are back this year! We are so excited for the 2025 season!

Club Expectations of Parents and Swimmers

Teamwork amongst the coaches, club members and their families is essential to develop and maintain a successful swim club. Working collaboratively - we provide a positive experience for everyone involved.

Parent Shall:

- Obey all the rules and regulations of the club, ASSA, and the facilities used both at practice and competitions.
- Support their child, coaches, and other swimmers in order to reach individual and club goals.
- Encourage their child’s full participation at practices, competitions, and club approved activities.
- Follow all fundraising club policies outlined at registration.
- Volunteer for fundraising and volunteer activities throughout the season.
- Discuss any concerns with the program with the Club President, Vice President, or appropriate Executive member.

Swimmers Shall:

- Obey all the rules and regulations of the club, ASSA, and the facilities used both at practice and competitions.
- Be on time for both practices and swim meets.
- Take responsibility for informing their coach of any upcoming absences in advance and by any required deadlines.
- Listen to the coach's directions, instruction, and feedback.
- Be Respectful
 - Respect all coaches, officials, volunteer and facility staff at practices and meets.
 - Respect any and all patrons of the facilities used, including change rooms and showers.
- Participate in swim meets and club approved activities.
- Represent DDSC in an honourable and respectful manner when attending meets and practices (this includes no foul language, fighting, snapping towels, destruction of property and equipment, littering, or bullying, in any manner).
- Wear DDSC gear at meets (suits, caps, t-shirts, hoodies, etc)
- Be prepared for meets, including equipment and healthy food and beverages.
- Clean up the area that you were sitting in at swim meets before going home.
- Have FUN!

Swimmers and parents who choose to disregard these expectations may be denied entry to the program the following year.

Dolphins Policies & Procedures

DDSC has policies and procedures for the safe running of the club. We specifically adhere to:

- Code of Conduct and Ethics for Athletes, Coaches, Officials, Parents, and Club Executive
- Discipline and Complaints Policy
- Safe Sporting Environment Guiding Principle
- Screening Policy
- Universal Access and Inclusion Policy

These documents can be found on the website under the tab [Policies](#).

Region B - Alberta Summer Swim Association (ASSA)

The Devon Dolphins Swim Club is a member of the ASSA which is comprised of six swim regions from across the province. DDSC belongs to **Region B**, which is composed of swim clubs from Edmonton, St. Albert, Stony Plain, Spruce Grove, Devon, Westlock, and Whitecourt. Historically, Region B has also had clubs from Drayton Valley, Hinton and Jasper as well. All our swimmers are registered with ASSA, which provides many services to summer swim clubs, and ensures swimmers are covered by insurance.

During the regular season our club hosts and attends invitational swim meets with other Region B clubs. At the end of the season, all swimmers are encouraged to participate in the Region B Finals (Regionals) where they may earn the privilege of moving on to the ASSA Provincial Championships to represent DDSC and compete against swimmers from across Alberta. The ASSA maintains a comprehensive and up to date website (www.assa.ca) where you can find out almost anything about summer swimming in Alberta, including your own child's times from swim meets.

Our Pool

The Town of Devon Outdoor Pool is home to the Dolphins. During practices, all six lanes are fully dedicated to the club. The Town of Devon is an important member of the Dolphins team. The pool staff provides our swimmers with a clean, safe, and well maintained facility with a friendly “small town” atmosphere. Our swimmers enjoy physical exercise with the added benefits of sunshine and fresh air!

The Dolphins also have a bulletin board with pictures and information in the front pool lobby!

Club Executive

Our club operates through the hard work of several parent volunteers. An elected, volunteer Executive plans and coordinates the operation of the club. The Executive is elected at the Annual General Meeting which is held in August of each year. Our Executive is in place to ensure that our swimmers are receiving a high quality swim experience. If you have any questions, comments, or concerns, please contact one of us.

2025 DDSC Leadership:

President	Devonna Klaassen	president.ddsc@gmail.com
Vice President / COA	Elly Appelt	vicepresident.ddsc@gmail.com
Treasurer	Mark Elder	treasurer01.ddsc@gmail.com
Secretary	VACANT	secretary21.ddsc@gmail.com
Fundraising Coordinator	Angel Kallio	fundraising.ddsc@gmail.com
Co-Meet Managers	Justin Klaassen Ben Appelt	meetmanager.ddsc@gmail.com
Registrar	Tracy McArthur	registrar.ddsc@gmail.com
Team Manager	Michelle Van Slyke	teammanager.ddsc@gmail.com

Club Volunteers

In addition to our elected Executive, we rely on the time, talent, and energy of our parent / family volunteers. DDSC is not just a team of swimmers, but a team of families and people! Teamwork is essential to develop and maintain a successful swim club.

There are many ways that you can become actively involved in the club. Having parents take leadership on coordinating social activities and hospitality for our events, for example! There will also be opportunities for casual support for some of our Fun Days.

We also need all hands on deck (literally!) for our home swim meet. Many hands truly do make for lighter work! A post-dated cheque is required at the time of registration as a deposit to ensure volunteer participation at our home meet. It will be returned or destroyed after participation in the meet.

In addition to volunteering for our own Club, there is an expectation to provide one volunteer for every 4 swimmers participating in other meets throughout the season. If your child is participating in meets, please be prepared to volunteer some of your time. For every 3 away meets your child participates in, the expectation is that you should be volunteering *at least* one session. You'll be there anyway, and many of the volunteer roles provide you with a front row seat! In order to be prepared, one adult per family is expected to take the training to be an official.

Fees

The Devon Dolphins strive to maintain fees as low as possible to allow our club to be available to all youth of the community. With annual expenses around \$30,000 (and ever increasing) the club operates with two major sources of revenue: swimmer fees (~65%) and fundraising/sponsorship (~35%).

Membership participation in fundraising is essential for the success of the club. Post-dated cheques are required at the time of registration as deposits to ensure Bottle Drive and Raffle participation (see below). Deposits will be returned or destroyed after participation in the events.

Fundraising/Sponsorship

As a non-profit athletic club, we try to keep fundraising to a minimum however consistent fundraising subsidizes costs, minimizing increases in membership fees. Additionally, we try to meet our funding needs through accessing grants and corporate sponsorship. Our main fundraisers:

- Spring Bottle Drive
- Online 50/50 Raffle (draw at our home swim meet early July)
- Swimathon (during Peak Week)

Any returning member who chooses to register after the bottle drive will be assessed the Fundraising fee.

In an effort to strengthen our fundraising efforts, DDSC will be putting in a Casino Application. This will not support funding for this year, but will hopefully help create some additional fundraising stability for future years.

Dolphin Apparel

The Devon Dolphins' team colors are navy blue & white. Swimsuit sizing and clothing orders are generally at the start of each season, April/May.

Please label all of your child's belongings with their name as soon as you receive it as it all looks the same in the change room (or the lost and found bin)!

Wearing your DDSC apparel is a great way to show team spirit, to thank our sponsors, and to promote the Club! All swimmers will receive a DDSC t-shirt and swim cap with registration, and are encouraged to wear them at swim meets.

Families will also have the opportunity to purchase additional DDSC apparel and accessories!

Annual General Meeting and Club Awards

Each August, our club holds an Annual General Meeting and Awards Night BBQ where we look forward to recognizing the achievements of all our swimmers. At this time a new executive is elected, and any issues may be discussed.

Club Communication

Standing information is posted on the website, however as summer swim season is fast and furious, there is still a lot of communication. General club communications will be sent out regularly through the general DDSC gmail account (devondolphins@gmail.com).

Parents will receive notifications from Team Unify - as this is the program we use to declare attendance at meets. Note that the parent who registered the swimmer will automatically have a Team Unify Account as

this is the program we completed registration in. The 'SE Motion' app allows you to access this account easily through your phone - and can be used for meet declarations as well.

This year, DDSC will be trying the 'BAND' app as a communication tool. All parents will be invited to join. The app will be used to provide reminders and quick notifications (like pool closures due to inclement weather). It will also be an easy access point to reach out and ask questions to other parents, to message coaches directly, or to access members of the Executive. Please be mindful of group chat etiquette - ie clear kind communication, and being thoughtful about who to contact. For example, if you wish to notify the coach that your swimmer will be missing a practice, please message the coach directly rather than posting in the group thread.

DDSC COACHES

The 2025 season will once again be overseen by Head Coach Lauren Eusano, supported by Assistant Coaches Breanne Keane and Devon Clegg. We are so pleased to have this dynamic team returning!

Communication with Coaches

As parents, the Board understands the importance of communication between parents and coaches, and coaches and youth. All of our coaching staff are committed to making themselves available to you, the parent, to discuss your child's swimming.

We ask that parents do not speak to the coaching staff during practice swim times. Please try to contact the coaching staff well before the start of their swimmer's practice or wait until after practice.

A detailed outline of the DDSC Pathways to Communication expectations are laid out on the website: [Parent Information → Communication](#).

DDSC PRACTICES

Basic Safety Requirements

As the full pool is dedicated to DDSC practice, with a variety of skill levels, it is essential that we ensure practices are safe for all swimmers. As such, we have strict safety requirements.

Skill levels are outlined on the website: Registration → Skill Levels. The skills levels are progressive:

Fundamentals -----> Junior -----> Intermediate -----> Inter-Senior -----> Senior

Coaches have the final decision on skill level placement; as swimmers grow, coaches may provide further opportunities or recommend skill level movement. During the first few weeks of swimming, the coaches will observe and assess swimmers to ensure they are assigned to the correct skill level group.

As this is not a learn to swim program, to register and be successful in competitive swimming, swimmers must prove they meet the swimmer readiness criteria. Coaches will assess to ensure swimmers meet these requirements:

- safe entry AND exit from shallow water
- safe entry AND exit from deep water
- swim unassisted and continuously for 1 length of the pool (25m)
- tread water for 15 seconds with mouth, nose, eyes, and ears out of the water
- ability to listen, follow instruction, and adhere to pool rules

Athlete Expectations

Athletes are expected to be engaged and actively listening for the duration of practice. For most swimmers, practice will begin with dryland activations to warm up the muscles used for swimming. Athletes will swim a water warmup before any main sets or drill sets. The rest of practice may consist of kicking drills, starts, turns, relay takeovers, stroke drills, pace, endurance, or speed-related activities. On occasion, games or challenges will be incorporated as well.

Attendance is directly proportional to performance, especially at the higher levels: practice truly does make swimmers swim better & faster! We encourage consistent attendance, regardless of group level to help them realize their full potential. That being said, we also recognize that this is summer and encourage families to enjoy their vacation time! Please just notify your coaches if you will be away.

What You Need for Practice:

There are a few important items that swimmers must bring to practices:

- Swimsuit / jammers
- Short blade training fins
- Goggles
- Swim cap or elastics to tie hair back
 - note that all swimmers will be provided with one DDSC swim cap
- Water bottle - you are welcome to leave it at the end of your lane (there is also a water fountain at the pool)
- Deck shoes* (optional)
- Towel
- And of course, a smile is the start of a winning attitude!

*most swimmers just go on the deck barefoot; however NO outside shoes are allowed on the pool deck so if a swimmer intends to wear shoes they must be designated deck shoes.

There are lockers in the changerooms at the pool. Swimmers can bring their own lock and lock up their swim bag during practice, or leave on the bleachers with parents. Please ensure swimmers do not just leave their swim bags on the benches in the changerooms.

Practice Times:

Inter-Senior / Senior: 4:00-5:45pm Mon-Fri (plus optional July AM swims 7:30-8:30am Tues/Wed/Thurs)

Intermediate: 4:00-5:15pm Mon & Fri / 4:00-5:00pm Tues/Wed/Thurs

Junior: 5:00-5:45pm Tues-Fri

Fundamental: 5:00-5:45pm Tues-Thurs

Daily Activation Training

Daily activation training - dryland - is important for the balanced development and overall physical health of the athletes. For competitive swimmers to be on top of their game, it's essential to training both inside and outside the pool. Athletes can develop a lot more strength and explosive power through training on dry land. This is also a great place to create muscle balance by training muscle groups not commonly used in the repetitive movements of swimming. Training your less used muscles and creating a more balanced body helps prevent injuries. Training outside of the pool is also a great way to build camaraderie amongst the team.

Pool Access / Viewing

Swimmers are expected to help our pool staff maintain a clean facility by removing outdoor footwear in the change rooms. They are welcome to bring along a pair of “deck sandals” to wear if they wish.

Dryland activation will happen behind the bleachers in the gated section. DDSC can enter through the gate opening in the northwest corner of the pool deck.

DDSC Families are not expected to stay at the pool for the duration of practice, however families are welcome to watch practice from the viewing area or side bleachers and socialize with other families. Please note that parents cannot be on deck; please remain behind the fence. We ask that parents leave coaching to the coaches; do not intrude on the coach’s space or coach your athlete during practice.

Weather/Air Quality/Cancellations/Delays

Training in an outdoor pool means that we are subject to weather conditions. Generally, we swim “rain or shine” (yes, including snow and cooler temperatures). The only exception is in the event of lightning. At the first sight of lightning (or sound of thunder), the pool is cleared and cannot be re-entered until 30 minutes have passed since the last sighting or sound. If a storm does not pass in a timely manner, practice may be moved indoors for dry land training (location to be determined).

Outdoor aquatic facilities may experience poor air quality related to wildfire smoke. DDSC will monitor the Air Quality Health Index (AQHI) and Special Air Quality Statements, working with the Town of Devon, to determine whether to restrict or cancel aquatic activities. When the Air Quality Health Index is High Risk (7-10) we will communicate prior to practice if it is canceled or rescheduled indoors for dry land training (location to be determined).

SWIM MEETS

If you’re a new swim family, sometimes heading to a swim meet feels like traveling to a different country - you don’t speak the language, you’re not sure what to pack, and you have a lot of questions!

Circuit Meets

In Region B, swimmers have the opportunity to attend and compete as part of the Dolphins team at approximately 7 weekend swim meets in June and July, culminating in Regionals (a full Region B meet) in early August. Although swimmers are not expected to attend every swim meet, they are encouraged to attend as many as possible so they can enjoy competing for their team, beating their times, and cheering on their fellow “Dolphins”. That being said, 2025 will be a condensed season, there are no ‘off weekends’ in the calendar. For highly competitive swimmers, we encourage carefully looking at the schedule and planning your attendance so that you can schedule your own off weekends. We don’t want to see swimmers burnout before Regionals!

New swimmers are *strongly* encouraged to participate in our home swim meet, and recommended to attend at least one other event to enjoy the experience of cheering for their teammates and the thrill of competing. Swim meets are a fun, team event with lots of spirit! Plus this is a great opportunity for parents to get involved and learn new skills!

Swim meets are the opportunity for swimmers to test themselves and the skills they are learning in practice. Competition makes them better swimmers and allows them opportunities to learn valuable life skills. It is through swim meets that swimmers are given a direction and focus in their training that is difficult for even the most motivated non-competitive swimmer to duplicate. Meets also allow swimmers to chart their progress as they improve their times, realize their hard work and attention to detail results in improvement... and occasionally allow swimmers the opportunity to experience and deal with failure. At

some point in all swimmers' careers, they will have a race that is disappointing. They will realize that failure is not an end, but only a stepping stone; an opportunity to become something better.

Swim meets are lots of fun, great team building, and a place to celebrate personal bests. Plus you get to cheer for your teammates and have them cheer for you. And, you get to experience the atmosphere of participating in a large professionally run sporting event, travelling to and enjoying other Alberta communities.

Competition Readiness Standard

All DDSC swimmers must be able to meet the "Competition Readiness Standard" as per ASSA and Swim Alberta rules. Any swimmer that is not able to meet these minimum standards will be asked to defer a year to strengthen their swimming. Swimmers will be asked to demonstrate that they can:

- complete a safe shallow water entry (sit or slip in)
- swim 25m of any style without stopping or resting
- jump feet first into deep water
- exit the pool from deep water
- tread water for 30 seconds, mouth and nose above the water at all times

Under coach instruction, swimmers will also be asked to complete some competitive swimming-specific skills such as flutter kick on their front and back, pushing off the wall in a streamline, and swimming both freestyle and backstroke.

Meet Sign Up & Scratches:

We will ask you early in the season to give us a sense of your plan for attending swim meets. This will help the coaches plan in advance for event progression and relay teams. That being said, we know you don't always know your plans, and for those of you new to swimming, you may need a little time to decide if you want to jump into meets.

Formal sign up for each swim meet will come out with a deadline typically a week in advance. It is the parents' responsibility to ensure swimmer(s) are registered for meets. An Event will be created on our website for each meet; declarations can be made by signing in through the webpage, or through the SE Motion App. Guidance on how to declare on the website under [Events → How to Declare for Meets](#).

Coaches will consult with swimmers for race preferences/interest, however final race selection is up to the coach's discretion. If you're going to a meet, please make sure you are clear with the coaches if you will or will not be able to stay for relays as teams are made in advance.

Your entry fees for swim meets are generally included in your Dolphin registration fee. In the rare case a meet has an above and beyond charge, registered swimmers will be required to pay this fee (anywhere from \$5-\$20). Swimmers are typically signed up for 3-4 individual events (max 4), and most are also entered into one or two relay events. The entries have to be uploaded a week in advance of a swim meet.

If you cannot attend a meet that you have signed up for, please the coach know as soon as possible in advance so they can 'scratch' your child from the list. NO SHOWS are not acceptable. In the event of a last minute illness/emergency, please message the coach (text/call/notify on BAND) and let them know your child will not be coming so they can be scratched and so that substitutions for relays can be explored.

PLEASE NOTE: scratching from the meet will cost the club money. If there is a pattern of no-shows, families will be invoiced for the entry fees.

What to Bring:

If you're new to swim meets - we know the idea of packing can be daunting! Here's a guide of key items to have along:

- Team suit, swim cap(s), and goggles - labeled (back-ups never hurt!)
- Several dry towels
- Sweats, shorts, team t-shirt to cover up and to keep muscles warm between races (even rainwear and depending on the weather, extra layers, for outdoor meets)
- A cooler of *healthy* snacks (lots of fruit is great!), drinks, and water bottles and lunch
- Games, books, cards to enjoy between races
- Sharpie/highlighter/pen for keeping track of races and writing them on swimmers
- Old sleeping bag or heavy blanket for relaxing on
- Sunscreen, hat, lawn chair(s), and small tent for outdoor meets (Devon & Stony Plain)

While Devon and Stony Plain are the only outdoor meets (i.e. swimming in an outdoor pool), sometimes other meets have swimmers set up outside between races in an area known as 'tent city.' So it's often nice to have lawn chairs etc. As the meets come up, veteran swim families will be able to speak to the unique aspects of the location, set-up, etc.

Parents - once you have the swimmers packed and prepared, make sure you prepare for yourself as well! Bring yourself a folding chair, and dress appropriately. (Note that swimming pools are normally very warm, however if you are going in and out you may need layers. And if you're outside, you will need layers to match the weather!) It's also a good idea to have some cash on hand for the snack bar or gear/clothing booths. Remember to pack snacks and a water bottle for yourself as well. Make sure your phone is fully charged and you're ready to capture memories from the event!

What to Expect

Be ready for an early start and a full day! The general guideline is to expect to be at the pool between 7-7:30am (coaches will confirm expected times for each meet). There will be 30 minutes of warm-up before the meet begins and swimmers need to be there and check in with the coach prior to warm ups. It is essential that you are ON TIME!

Other than the meet starting time, there will not be exact times for events at swim meets. Events occur in the order that they are listed and may move along more quickly or more slowly than expected. The exact time of the lunch break is typically announced later in the morning. Swim meets may end anytime between 4:00-6:00 pm. All swim meets are on Saturdays, although a few also have distance events on the Friday evening. Depending on the travel time, some swim families will choose to camp or stay in a hotel.

A reminder that if you are registered for a relay, please plan on staying until the end of the day! Relays are generally the last events of the day. If your child has been placed on a relay team and your family leaves early, three disappointed swimmers are left behind without a chance to swim their race!

Be prepared for a crowded and busy atmosphere! Swim meets are lots of fun but they are quite crowded and noisy. Each pool has a different amount of spectator and swimmer deck space and you will need to arrive early to "stake your claim". Depending on the meet, sometimes parents/families can set up with swimmers, and sometimes not.

Get your swimmer on deck as soon as you arrive. Each meet will be a little different, but there will generally be a spot designated for your team's home base. Drop your stuff, and immediately check in with your coach. Then you can get your spot set up for the day. Bring along an old sleeping bag / blanket / mat to lay out for your child and bring along a folding lawn chair for the deck in case there is limited seating. A cooler full of healthy snacks is a must for a swimmer who is working hard.

The **'Meet Mobile' App** is used by ASSA to present results, and can also be used to track your swimmer(s) events. There is a small subscription fee for the premium features, that would give you access for the full season. For families with iOS devices, up to 6 devices can be registered on a plan. Meet Mobile not only provides real time unofficial race results (you have full access to results in between meets as well) - but also provides an electronic Heat Sheets.

Heat Sheets outline the order of the events to be swam. Within each event there are several age categories starting with the youngest. Depending on the meet, swimmers may or may not be separated into boys and girls categories within each age group. Swimmers are listed within their event by name and ranked with their previous personal best time. Heat sheets list the swimmers registered for events in advance of the meet and are generally not updated to reflect changes. Coaches may receive an electronic copy of the heat sheet the night before a meet, which may be shared with swim families.

Mark your Events. Go through the Heat Sheet carefully and take note of your event numbers: these numbers are traditionally written on the swimmer's hand/forearm in sharpie - that way they can easily identify what events they are in. For example, write the event number and abbreviate the name: #17 - 25fr (25m freestyle). fr=freestyle / ba=backstroke / fl=butterfly / br=breaststroke

Event Options (note: not all races are offered at every meet)

Freestyle	Breaststroke	Backstroke	Butterfly	Other
25 Free (8&under)	25 Breast (10&under)	25 Back (10&under)	25 Fly (10&under)	100 IM*
50 Free	50 Breast	50 Back	50 Fly	200 IM*
100 Free	100 Breast	100 Back	100 Fly	100 Free Relay (10&under)
200 Free				200 Free Relay
400 Free				100 Medley Relay (10&under)
800 Free				200 Medley Relay
1500 Free				

*IM (Individual Medley) order: Butterfly / Backstroke / Breaststroke / Freestyle

**Medley Relay order: Backstroke / Breaststroke / Butterfly / Freestyle

Marshalling. At all swim meets, in order to maintain efficiency, swimmers are organized into heats for their events several races in advance in an area behind or off to the side of the starting blocks. Swimmers will be called to a "marshaling area" just prior to their race. Parents are not allowed in the marshaling area but our club often provides younger swimmers with an older swim buddy to get them to their race on time. In the marshalling area, the marshaller will organize the kids and line them up on benches according to which lane they need to be in for their race. As each race takes place, kids will move up to the next bench.

Listen up! Either a loudspeaker system or an event board (or both) will be used to announce events. Sometimes they will call swimmers by age / event (girls 9/10 short freestyle) but other swim meets call swimmers by their event number (event #107). Having your child's event numbers written on their arms helps them to watch/listen for their own events.

Officials. Swim meets could not function without the dedication of *numerous* volunteers. Behind each block are 2 or 3 timers - dressed in white tops and black bottoms. In various locations around the pool are officials in red tops and black bottoms that serve as starters, stroke and turn judges, ref(s), etc. All officials must be trained and certified for their roles.

Parent Volunteers. There is an expectation that for every four (4) swimmers a club sends to a swim meet, they supply at least one (1) volunteer. This means that our parents need to be trained up and ready, willing, and able to step into these roles. Don't worry - if you're new to swimming, you will not be thrown in as the ref! Timing is a great way to start as you get a front row seat to the pool, and the training and certification is quick and easy!

It is expected that each family contributes; to help meet the 4:1 swimmer-volunteer ratio, the expectation from DDSC is that for every 3 meets you have a swimmer attend, you complete *at least* one volunteer shift. If you have more than one swimmer, this ratio is *per swimmer*. Note that this refers specifically to away meets. Home clubs are responsible for taking on a larger portion of volunteer responsibilities at home meets - as outlined above on page 4.

At minimum one adult per family is expected to take the introductory training to be an official. If you are a returning swim family, we encourage you to explore further training and roles in order to help fill the gaps. Families will be provided with information as the season progresses, however if you have any specific questions about roles or training, please reach out to your club President.

Swim Meet Results

Heats: Each swimmer is entered into a swim meet with their most recent and available "personal best time" –PB. Swimmers are organized into "heats" based on their listed times. There will be a number of heats in each event category. A swimmer swimming an event for the first time *may* be listed as having a "no time" - NT, although best practice is for coaches to enter a swimmer with an approximate time based on practice in order for efficient seeding at the meet.

Times: Swimming times are reported in the form: 00:00.00 (minutes, seconds, tenths, hundredths). When a swimmer "beats" their entry time in a race, they will immediately receive an "I Beat My Time" token from the timers in their lane. This is unique to each swim meet and could be a ribbon, silicon bracelet, or a ticket the swimmer can use to get a prize or enter a draw. The "I Beat My Time" token is an important and central element to summer swimming in Region B because it recognizes ongoing personal improvement! Our club truly celebrates "I Beat My Time" achievements.

Swimmer Warning/Disqualification. A swimmer sometimes receives a warning or disqualification from an official. Disqualifications are not meant to be punitive but are simply a way to ensure fair and equitable conditions for all swimmers. Each stroke has specific rules and guidelines that officials are watching.

During the first couple of swim meets, swimmers usually receive a warning and some "teaching" about their technical violation. As the season progresses, swimmers will be disqualified for infractions; it ensures all swimmers have an equal chance and fair swims. Our coaching staff will explain the disqualification to the swimmer. If clarification is needed or an appeal is required, *only a coach* can speak with the Meet Referee.

Results: After all the swimmers in an event have raced, the unofficial results will appear in Meet Mobile. Official results will be generated and posted, but this can take time so please be patient! The final result sheet will list the rank-ordered times of all the swimmers in the event. Meet Mobile will also be updated once the results are final.

Awards: Individual placement ribbons are awarded based on how many lanes there are in the hosting pool. The ribbons are not handed out on race day but are given to the coach at the end of the day and will be handed out at a future practice. Placement ribbons are also awarded to each member of a relay team.

In addition to placement ribbons, aggregate medals (gold, silver, bronze) are awarded to the three swimmers with the highest number of individual points in each age / gender category. Individual points are calculated based on finishes in the various events. These are calculated right at the end of the day, and are awarded in a short, informal ceremony following the swim meet.

Region B Swim Meets

Summer swimming is considered to be *short course* because all events are in a 25m pool. Swimmers can compete in many different events based on their age as of May 1, 2025. ASSA Standard Events and Age Groups can be found on the ASSA website (www.assa.ca), including the full breakdown of ASSA Swim Meet Rules and Regulations.

Regionals: The various meets across the Region in May/June/July peak at Regionals (a full Region B meet). At Regionals, swimmers are organized into “heats” with the top 8 fastest times advancing to a final in each event. The top 2 fastest times from each final at Regionals will advance to the ASSA Provincial Meet. Some additional swimmers may also be wild carded. Your coaches and executive will monitor this closely and will update the Club on qualifications. *Note:* swimmers on a relay team for regionals must be available and committed to swimming at Provincials the following weekend. If a team qualifies, substitute swimmers are not accepted.

Provincials: Regional qualifiers swim in the Alberta Summer Swim Association (ASSA) Provincial Meet is held in Edmonton each year, usually mid-August, this year the 2025 meet will occur on the August long weekend (August 1-3) This is an experience all in itself as there are two large pools for competition, and Provincials takes ‘crowded and busy atmosphere’ to a whole new level! But wow is there a buzz of excitement in the air! Qualifying, earning a personal best, or medaling at Provincials are always extra-memorable achievements!

A full list of scheduled meets can be found on the website ([Events → Region B Swim Meets 2025](#)) and on the DDSC Calendar (last page).

Volunteer expectations for Regionals/Provincials: Additional volunteer support is required at the Regional and Provincial meets, which are larger, longer, and busier than the other swim meets. The DDSC expectation is that every family that has a swimmer participating in Regionals and Provincials fill a minimum of one volunteer shift.

DDSC Schedule 2025

Date	Event
Feb 23	Registration Opens for Returning Swim Families
Mar 2	Registration Open for the Public
April 9	Swimwear Sizing Night
April 23	Parent Engagement Evening / Special General Meeting
May 1, 8, 15	Senior / InterSenior Dryland Training (Intermediates welcome to join)
May 4, 6, 11, 13	Senior/InterSenior Pre-Season Swim Training
May 6 or 7	Dare to Care Parent Workshops
May 10	Bottle Drive
mid-may TBD	Bulk Order for Apparel Ordering Deadline
May 20	Projected First Official Practice
May 25	Withdrawal Date for full refund (minus non-refundable deposit)
May 28	SOCIAL FUN: Jelly Bean Jars Crafting
June 1	Final Payment Due
June 1	Withdrawal date for 50% refund (minus non-refundable deposit)
June 4	FUN DAY! (Game based - Coach led)
June 7	SWIM MEET: Westlock
June 10	Parent Meeting: Swim Meet Planning/Prep
June 14	SWIM MEET: Whitecourt
June 20-21	SWIM MEET: Stony Plain
June 25	FUN DAY! (Tie Dye)
June 28	SWIM MEET: NESC (Grant McEwan)
July 1	No Swimming - CANADA DAY
July 4-5	SWIM MEET: Devon - all DDSC swimmers encouraged!
July 7-11	PEAK WEEK
July 9	Swim-a-thon - all DDSC Swimmers encouraged!
July 11-12	SWIM MEET: St. Albert
July 16	FUN DAY! (Game based - Coach led)
July 19	SWIM MEET: Spruce Grove
July 26-27	REGIONALS (in Spruce Grove)
July 25	Last day of regular swim practices
July 28-31	Practices for Provincial Qualifier swimmers only
July 29	Season Windup: Potluck BBQ / AGM / Awards Night
August 1-3	PROVINCIALS (Kinsmen)