

2023-2024 Handbook



INDIAN VALLEY FAMILY YMCA BREAKERS SWIM TEAM

[Visit our Team Site!](#)



Table of Contents

2	Welcome Letter
3	Introduction
4	Coaching Staff
5	Communication
	Team Website
	Email
	Text/SMS Messaging
	Communicating with Coaches
6	Practices & Meets
6-8	Training Groups
9	Evaluations & Assignments
9-10	Team Fees & Structure
11	Practice Schedule
12	Attendance & Punctuality
12	Practice Cancellations
13	Required Equipment
14	YMCA Swimming
15	USA Swimming
16	Meet Attendance Requirements
16	Swim Meet Arrival & Departure
16	Sanctions
17	Role of Parents
17	Meet Entry Fees
18	Guidelines for Meet Entries
19	Meet Equipment
19	Recommended Items for Meets
20	Code of Conduct
20	Swimmers Code of Conduct
21	Parent Code of Conduct
21-22	Coaches Code of Conduct
22-23	Parent Work Obligations
23	Inclement Weather Policy

Welcome!

Dear Swimmers and Families,

Welcome to the Indian Valley Family YMCA Breakers! We are very excited to welcome back all our returning swimmers and say hello to all new ones!

This handbook contains important information regarding the 2023/2024 season, including practices, swim meets, parent work obligations, and expectations. Several changes have been made and designed to improve our swimmers' competitive swimming experience.

Please read this handbook in full, and if you have any questions regarding any information in this packet, please ask!

Additionally, please remember that it takes coaches, swimmers, and families working together to make a team run smoothly. Our team can only be as successful as the effort we all put in. Swim on!

Your Coaching & Aquatic Staff

Introduction

The Breakers is a year-round competitive swim team with two distinct seasons: fall/winter (short-course) and spring/summer (long-course). Training and competitions are offered throughout the year. The Breakers Swim Team's Fall/Winter season begins Tuesday, Sept. 5th, 2023 and continues through the end of competition, normally at the end of July.

The Breakers Swim Team participates in the National YMCA Competitive Swimming and Diving program, and locally in the YMCA Yankee Cluster Swim League; a league composed of YMCA swim teams throughout the State of Connecticut. The Yankee Cluster offers a series of dual meets (head-to-head competitions with other YMCA teams) and culminates in a league championship, attended by all teams in the league. Through the national program, Breakers Swimmers have the opportunity to compete in regional and national YMCA competitions.

This team is also a member of USA Swimming; the national governing body of competitive swimming in the country. In addition to swimming in YMCA competitions, all athletes (Breakers 1 and higher) compete in USA Swimming sanctioned meets, both in Connecticut and throughout the country.

Coaching Staff

Head Coach:

Travis Morse

Email: travis.morse@ghymca.org

YMCA Cell Phone: (860)418-7860

Assistant Coaches:

Rob Adams-Michaud

Sean Pagsanhan

Fred Porter

Seth Pagsanhan

Ryan Nguyen

Suma Dhanemkula

Andrew Niemczyk

As the season progresses, we will be bringing on additional assistant coaches, instructors, and experienced volunteers.

Communication

There are several ways that families and swimmers will receive communications regarding the swim team. They are as follows:

Team Website

The team website ([Indian Valley Family YMCA Breakers Home \(teamunify.com\)](http://IndianValleyFamilyYMCABreakersHome.teamunify.com)) is updated regularly with all current meets, events, and important news. Every family is encouraged to login to the website on a weekly basis at minimum, as this will be our main source of communication.

Email

The head coach will send out regular “Weekly Update” emails with important information regarding meets, team events, training, and other team related matters. Please check your email regularly and read them in their entirety so you do not miss important information.

Text Messaging

We will be using a service offered by our website host (Team Unify) to send out text message alerts for urgent mass communications, such as last-minute meet changes and practice cancellations. To receive these alerts, you must provide us with a cell phone number.

Communicating with Coaches

We believe communication between our coaching staff, swimmers, and parents is extremely important. **All team-related questions or comments should be directed to the head coach.** (Assistant coaches will likely be unable to answer your questions and are not expected to do so.) You may connect with your swimmer’s Lead Coach before or after practices for performance updates, or health notices that they should be aware of that affect your swimmer’s ability and performance that week. To provide your child/children with the best possible experience, **please do not interact with the coaches during practice.** If you would prefer to talk in person, please do so before or after practice.

The best method to contact the head coach is via email to set up a meeting at a mutually convenient time, although please feel free to call the head coach as well.

Practices/Training Groups

Practices are designed by the head coach to teach and enhance swimming technique, endurance, and speed. Training aids such as kickboards, pull buoys, hand paddles, snorkels, and fins may be used. Drill sets are taught to focus on kicking, swimming, and pulling for all four strokes. The coaches try to make each workout both interesting and challenging as they use every opportunity to respond to each individual's ability and effort with reinforcement and praise.

Training Groups

Our athletes are assigned to groups based on their unique ability levels. When athletes are assessed before the season, they will be asked to execute a variety of skills that will help determine their placement in a training group. One of the requirements for our competition groups will be the timed completion of both a 100 freestyle, and a 100 or 200 Individual Medley at the time of the try-out. This allows our coaches to individualize and specialize the placement of our swimmers, all at the coach's discretion. There are two classes of training groups — developmental and competition. The focus of our developmental group is ensuring the athletes have the skills they need to fully participate in swimming competitions—four legal strokes, and proper starts and turns. Athletes in these groups will compete in all YMCA swim meets (dual/tri meets, championships, and any invitationals that the team attends). They will be allowed to compete in USA Swimming (USAS) meets on the basis they have a legal freestyle and backstroke.

Waves: Transition, Development and Refinement

This developmental program is designed to introduce athletes to the sport of swimming and to provide a transition to the sport from swimming lessons. It is expected that swimmers will be able to swim proper freestyle and backstroke and have rudimentary skills in breaststroke and butterfly kicking.

The focus of this program will be on butterfly, breaststroke and swim practice etiquette, moving toward improving stroke technique in all four strokes and teaching proper starts and turns.

Practices: Tuesday and Thursday (1 hour each)

Pre-requisites: The swimmer must be able to properly swim 25 yards (1 lap) of freestyle with lateral (i.e., rotary) breathing, 25 yards of backstroke, and 25 yards of proper butterfly and breaststroke kicking.**

Practices/Training Groups cont.

Athletes in the competition groups have the skills to fully compete in swim meets and will attend USA Swimming sanctioned meets, in addition to attending YMCA meets.

Breakers 1: Beginning Competition Program

This group is the Breakers beginning competition group where swimmers must be able to comply with the technical requirements of all four strokes, and perform starts from the “blocks” properly and safely. This group is focused on improving technique while training the various energy systems to improve speed and endurance. Athletes in this group will be exposed to the use of a pace clock as a training tool.

Practices: Mon-Friday 1.0 hours each day

Pre-requisites: The swimmer must be able to properly swim 100 yards (4 laps) of freestyle, and 50 yards (2 laps) of “legal” butterfly, backstroke and breaststroke.

Minimum Time Standards (with legal strokes):

- 100 Free – 2:10.00
- 50 Backstroke – 1:20.00
- 50 Butterfly – 1:30.00
- 50 Breaststroke – 1:50.00

Breakers 2: Intermediate Competition Program

Swimmers have developed strong fundamental skills, demonstrated a desire to reach their competitive potential, and are ready to develop a more extensive training base. Individual medley and distance events are encouraged to develop versatility. Skills include advanced stroke technique, racing starts and turns, and race strategies. Solid practice habits are reinforced, and more complex training sets are introduced.

Practices: Mon-Friday for 1.0 hours each day

Pre-requisites: The swimmer must be able to properly swim 200 yards (8 laps) of freestyle with flip turns, 100 yards (4 laps) of backstroke and the individual medley, and 50 yards (2 laps) of butterfly and breaststroke.

Minimum Time Standards (with legal strokes):

- 200 Free – 3:30.00
- 100 IM – 2:15.00
- 100 Backstroke – 2:00.00
- 50 Butterfly – 1:10.00
- 50 Breaststroke – 1:20.00

Practices/Training Groups cont.

Breakers 3: Advanced Competition Program

Swimmers in this group have developed a strong foundation in all four competitive strokes. Training is geared towards progression to the senior group while improving the skills, training habits, and personal goals that they have developed. In addition, this group's training is enhanced by "dryland" training (out-of-pool strength training sessions).

Practices:

Monday, Wednesday, Friday (1.5 hours each), Tuesday & Thursday (1.25 hours each), Sunday (2 hour each)

Pre-requisites: The swimmer must be able to properly perform the 200-yard individual medley, and 100 yards each of butterfly, backstroke, and breaststroke.

Minimum Time Standards (with legal strokes):

- 200 Free – 3:00.00
- 200 IM – 3:30.00
- 100 Backstroke – 1:30.00
- 100 Butterfly – 1:45.00
- 100 Breaststroke – 1:50.00

Seniors: Elite Competition Program

This group is for swimmers who have made a serious commitment to swimming. While technique will continue to be stressed, the training will be focused on developing core components of strength, power, and speed. In addition, group's training is enhanced by "dryland training (out-of-pool strength training sessions).

Practices:

Monday, Wednesday, Friday (2.00 hours each), Tuesday & Thursday (1.5 hours each), Sunday (2.00 hours)

Pre-requisites: The swimmer must be able to compete in all swimming events.

Minimum Time Standards (with legal strokes):

- 200 Free – 2:40.00
- 200 IM – 3:10.00
- 200 Backstroke – 3:10.00
- 100 Butterfly – 1:30.00
- 100 Breaststroke – 1:45.00

Evaluations & Group Assignments

Swimmers that are new to the Breakers Swim Team must attend an evaluation session so the head coach can determine the appropriate training group for them.

*Please note: The head coach reserves the right to modify the requirements for each group and to construct them as he sees fit to accommodate factors such as a swimmer's age and group sizes. Factors considered in assigning swimmers to each group include not only the pre-requisites noted above, but also the maturity level and commitment level of each athlete.

Breakers Swim Team Fee Structure

The Breakers Swim Team program will run for 11 months, from September thru July and provide a break in the month of August. This schedule bridges the gap between short-course and long-course seasons.

Swimming the entirety of the 11-month season is optional and with 30 days written notice, a participant may cancel at any time. Draft charges end in July. Registration will occur again August for the following season.

Registration

Registering for the swim team is done using the EFT Registration and Change Form, available on the team website under Handbook & Forms. The EFT Registration and Change form is used for new sign-ups, changes in level, updating account information, as well as holds and cancelling. Swimmers are encouraged to register for the start of the season (Sept. 5th) but may join the team at any time given there is an available spot on the team. For more information on the process of swimmer selection for the available spots, please contact the head coach. *** There will now be a minimum of a 4 consecutive month commitment to the team***

IMPORTANT: As stated in the EFT form, cancellations require a minimum of 30 days' written notice.

Drafting takes place on the first of the month. If a cancellation occurs with less than 30 days' notice, one more draft will occur, and the swimmer may continue to participate through this period. Any portion of unused practice time during this period is non-refundable. EFT forms must be completed prior to the start of all swimmers. For the 2023-2024 Season, fees will be charged on the following schedule:

- September through July will be charged month-to-month on the 1st of each month.
- NEW: Beginning September 2022 parents will be required to renew/enroll their child for USA Swimming Membership online. This is an annual one-time registration fee required for all competition groups (Breakers 1 and up) link be provided by Head Coach
- Waves may opt to register for USA swimming; however, must ask Head Coach.

Breakers Swim Team Fee Structure cont.

2022/2023 Fee Schedule (monthly draft)

Waves	\$92
Breakers One	\$120
Breakers Two	\$120
Breakers Three	\$140
Juniors	\$145
Seniors/High School	\$150

Holds and Cancellations

Participation on swim team is not a contract. As with YMCA membership, team may be cancelled at any time with 30 days written notice using the EFT form. Also, like membership, families may put participation on hold for 1-3 months. **Please remember that membership hold/cancels are processed separately at our member service desk.**

Refunds

Withdrawal of membership or programs due to medical reasons receives a full credit/refund for the unused portion with a doctor's note required. Refunds are not provided for any other schedule or travel conflicts.

Sibling Discount

We will be offering a 5% discount for families enrolling two or more children on the team. Each swimmer after the highest level will receive the sibling discount. Siblings must be on the team in concurrent months.

Scholarship Assistance

All children deserve the opportunity to experience the YMCA and become a part of the Breakers Swim Team. If you are interested in our programs but are experiencing financial hardship, you may qualify for scholarship assistance. This assistance is funded by our Annual Campaign and is awarded on a sliding scale based on need. For more information or an application, please visit our front desk.

Practice Schedule

The training season **begins Tuesday, Sept. 5, 2023** and continues to approximately the beginning of July and beyond for those qualifying for higher-level championship meets in late July. This Practice schedule is subject to change without notice. The schedule can also be found on the [team website](#).

	Sun	Mon	Tues	Wed	Thurs	Fri
 Waves			4:30-5:30pm		6:00-7:00pm	
Breakers 1		4:30-5:30pm	5:30-6:30pm	4:30-5:30pm	7:00-8:00pm	6:30-7:30pm
Breakers 2		6:00-7:00pm	4:30-5:30pm	6:00-7:00pm	7:00-8:00pm	4:30-5:30pm
Breakers 3	7:00-9:00am	4:30-6:00pm	5:30-6:45pm	4:30-6:00pm	5:45-7:00pm	6:00-7:30pm
Juniors	7:00-9:00am	5:30-7:30pm	5:30-6:45pm	5:30-7:30pm	5:45-7:00pm	4:30-6:30pm
Seniors	7:00-9:00am	5:30-7:30pm	6:30-8pm	5:30-7:30pm	4:30-6:00pm	4:30-6:30pm

Attendance & Punctuality

The Breakers Swim Team has a practice attendance expectation. Failure to meet practice requirements may result in a downgrade of practice groups. Continued failure to meet attendance and meet requirements may result in dismissal from the swim team.



Our Expectations

Athletes are expected to attend a minimum of 70 percent of all practices offered and must arrive on time, be ready to swim at the designated times for practices, and complete each practice. *We will be taking attendance at each practice and it will be noted who is fulfilling this expectation.

The Breakers is not a fitness program but a competitive team that follows a detailed curriculum, in which each step in the training progression builds upon prior steps; the more practices an athlete misses, the further behind he/she will fall (just like in school).

The YMCA affords the Breakers generous pool time and space, more than most teams in the area receive. Failure of athletes to attend practices regularly communicates that we don't need as much pool time and can negatively impact our pool space.

Swimmers who fail to abide by these expectations will not improve and advance up through the group hierarchy. Moreover, poor attendance and punctuality are disruptive to other swimmers and coaches. Please inform a coach via email or phone if a swimmer is expected to have a prolonged absence. Your cooperation is appreciated.

Practice Cancellations

On occasion, practices need to be cancelled due to scheduling conflicts (e.g., for swim meets), inclement weather, or other reasons. The team and the YMCA do not offer refunds or make-ups for cancellations.

Required Equipment

Swimmers must own some of their own training equipment. Each athlete must provide the following equipment, all of which is available on our [Swim Outlet Team Store](#)

All Practice Groups

- ✓ [Goggles](#) (including at least one back-up pair, recommended Speedo Jr Vanquisher)
- ✓ [Caps](#) for swimmers with long hair (all swimmers with long hair must wear a cap at practices and must have back-up caps) - note each swimmer will also receive 2 IVY swim team caps.
- ✓ Solid, navy blue form-fitting, Speedo competition swimsuit (board and surf shorts or similar suits will not be permitted)
- ✓ [Short fins](#) (the suggested model is denoted on our team store)
- ✓ [Equipment bag](#) (the suggested model is denoted on our team store)
- ✓ [Hand paddles](#) (the suggested model is available on our team store. Swimmers under 13 or with small hands should contact the head coach regarding the possible need for an alternative paddle)
- ✓ [Center-mount snorkel](#) (Required for all groups except Waves. The suggested model is available on our team store.)
- ✓ [Kickboard](#) – required for all swim group levels.
- ✓ [Pull Buoy](#) – required for all swim group levels.
- ✓ Water bottle (every swimmer should have a water bottle at every practice!)

All training equipment must be kept in the required equipment bag and brought to each swimmer's training lane for every practice. All equipment bags, fins, and kickboards must be labeled with the swimmer's name.

Swimmers are encouraged to label all other equipment to the extent possible.

Athletes will not be permitted to train using other gear, including rash guards or swim shirt. Athletes may not divert from the above requirements without first consulting with and obtaining permission from the head coach.

Athletes will not have access to YMCA equipment should they forget any of the items listed above.

At this time sharing of equipment will not be permitted.

Swim meet equipment is discussed in the next section.

Any swim tech suit is strongly recommended to be a speedo tech suit. Our team is sponsored by speedo, and we get a discount on tech suits.

YMCA Swim Meets

Beginning with our developmental program (i.e., Waves) and continuing throughout our competition program (i.e., Breakers 1-3, Juniors, and Senior groups), the team's goal is to prepare swimmers for competition. Starting with Waves, our program offers our athletes access to competitions suitable for their age and ability levels—from mock (intramural) meets to national-level swimming competitions. Given that focus, participation in meets is a vital part of the program.

YMCA Swimming

The swim team participates in the National YMCA Competitive Swimming and Diving program and locally in the **YMCA Yankee Cluster Swim League**; a league composed of YMCA swim teams throughout the State of Connecticut. Through the national program, Breakers swimmers can compete in regional and national YMCA competitions. Below are just some of the YMCA meets the Breakers attends.

YMCA Dual/Tri Meets & Invitationals

Through the Yankee Cluster Swim League, the Breakers compete in “Y” dual and/or tri meets, which are head-to-head competitions between two or three teams. The Breakers will host meets and travel, as a visiting team, to away meets against other YMCA teams. These meets typically last about three hours.

In dual/tri meets, as in most swim meets, swimmers are separated by age and gender when competing. Events are organized by stroke and distance. At each meet, swimmers typically compete in no more than 5 events: 3 individual events and 2 relays (if there are enough swimmers in the gender and age group to form a relay team). The coaches will determine what and how many events each athlete will swim.

In addition to YMCA dual/tri meets, the Yankee Cluster Swim League offers “invitational” meets throughout the season. These are meets open to and may be attended by, all teams in the league.

Yankee Cluster Championship

The YMCA Fall/Winter season culminates in the Yankee Cluster Championship in mid-February. The meet occurs over two or three days and may have one or more separate sessions devoted to different age groups each day.

The Yankee Cluster Championship is very important because it determines our team's overall ranking in the league for the season. This meet is scored, with **awards going to the top teams**.

Eligibility: To be eligible for the championship meet, swimmers must have competed in two (2) YMCA meets AND be YMCA facility members for a minimum of 90 days.



USA Swimming Meets

The team is also a member of USA Swimming, the national governing body of competitive swimming in the country. In addition to swimming in YMCA competitions, our athletes compete in USA Swimming sanctioned meets, both in Connecticut and throughout the country. USA Swimming meets in this state are sanctioned by Connecticut Swimming, Inc. (CSI). Below are just some of the meets available to Breakers swimmers through USA Swimming.

CSI Regular (Pre-Championship) Season Meets



Each year, swimmers attend CSI sanctioned meets hosted by other teams throughout Connecticut. The team attends at least four per season. These meets may be single day or multi-day meets.

CSI Championship Meets

In July, CSI hosts a series of championship meets, consisting of the following in order of competitive difficulty: Regional Championship, Age Group Championship and Senior Championship.

Eligibility: These championship meets have different eligibility requirements. They are, generally, as follows:

CSI Regional Championship: Must attend one prior CSI sanctioned meet in the same season and may not swim any event at the championship meet for the first time that season. Swimmers who qualify in an event for a higher-level meet (e.g., CSI Senior or Age Group Championship) may not swim that event at this meet.

CSI Age Group Championship: (1) Must be 14 years or younger on the first day of the meet; (2) must attend one prior CSI sanctioned meet in the same season; and (3) must have met or exceeded a qualifying time in an event to swim it at this meet. (The qualifying times will be posted on our website once available.)

CSI Senior Championship: Must have met or exceeded a qualifying time in an event to swim it at this meet. (The qualifying times will be posted on our website once available.)

Meet Attendance Requirements

Just as it would not be acceptable to join a soccer or baseball team simply to practice and not to compete, it is likewise not acceptable on this team. Breakers are required to participate in at least two (2) YMCA swimming meets over the course of the fall/winter season.

Home meets and championship meets are required. In addition to the YMCA meets it is also required that swimmers in the competition groups compete in at least two (2) USA Swim Meets over the course of the fall/winter season. If you have any foreseeable conflicts, please let the head coach know.

It is required for all athletes to compete in any higher-level YMCA and USA Swimming regional and national meet for which they qualify unless excused by the head coach (New England Championships, Age Group Championships, etc.).

Meet Attendance Requirements

Meet Arrival/Departure

The Breakers is a team. Being on a team means supporting and cheering for your teammates. Accordingly, it would be preferable for your child to remain with the team until the end of all events at YMCA dual/tri meets and in his or her session of the Yankee Cluster Championship even if he or she is done competing. While that was a requirement in the past, it is only an expectation going forward as we understand that, on occasion, families have unavoidable conflicts that prevent this.

****However, we ask that families plan their schedules to permit their children to remain until the end of their sessions at these meets. All athletes must communicate with and get the permission of the head coach (or other coach on duty) before leaving a meet early to ensure they do not have additional events to swim.**

Occasionally, YMCA meet sessions run longer than anticipated or a particular facility lacks adequate deck space for all of our swimmers. In such cases, the head coach may release swimmers and even ask swimmers to depart when they are done swimming.

At USA Swimming competitions, athletes are free to leave those meets upon the completion of their events, so long as they have communicated with the coach on duty.

Athletes are required to arrive at meets at least 15 minutes before the warm-up session begins. That time will be communicated to families in advance. The head coach reserves the right to designate an alternative arrival time where he deems it in the athlete's best interest.

Sanctions

Your child may lose the privilege of competing in meets or continuing to participate in swim team, under certain circumstances, including the following:

- Failure to meet practice or meet attendance requirements without a valid excuse (such as injury or illness) communicated to the head coach by his or her parent or guardian.
- Failure to attend a meet to which he or she committed without a valid excuse (such as injury or illness) communicated to the head coach by his or her parent or guardian.
- Choosing not to compete in an event in which he or she has been entered without the head coach's approval.
- Arriving late to meets without the head coach's approval.

We understand that mistakes happen. These sanctions are reserved only for egregious violations (such as but not limited to repeat violations), at the discretion of the head coach (in consultation with the aquatics director). The head coach shall determine the validity of an excuse. Families will not be entitled to refunds of the team fees in response to the imposition of any sanctions.

****Notification of all unexpected late arrivals and absences must be communicated to the head coach in writing (preferably via email) as early as possible.**

Role of Parents

Parents should allow their children as much autonomy as possible at swim meets. Except for young, new swimmers, parents should not escort their children to the coaching area at a swim meet. Experienced swimmers should report independently to the coach before warm-up and before and after each race. Please wait until after the swim meet is over to talk to the coaches. You are encouraged to sit with other parents from the Breakers Swim Team and to support all swimmers.

Unless volunteering to assist in the operation of the meet (e.g., as a timer or official), parents should remain in the designated seating area. The pool area is for swimmers, coaches and meet officials only.

Meet Entries and Fees

Parents will sign their children up for meets on [our website](#). The guidelines for doing so are listed below.

Under most circumstances, there is a cost for meets. YMCA dual/tri meets do not have entry fees; they are free for our swimmers. However, all other meets, including the Yankee Cluster Championship, charge a fee for each of the events in which the swimmers compete (\$6 or more).

A meet host may also charge a per meet or per session surcharge (although those are rare). Additionally, the Breakers charges a \$7 administration fee for each session in which an athlete competes (except for dual/tri meets, which as noted, are free). This fee is required to help offset the labor costs of coaches attending meets.

Below are some examples of the typical costs of meets:

- **USA Swimming Meet (two days):** \$104 for six events over two sessions, comprised of \$15 per event with two \$7 per session administration fees.
- **USA Swimming Meet (one day):** \$52 for three events over one session, comprised of \$15 per event with a single \$7 per session administration fee.
- **YMCA Invitational or Championship Meet (one day):** \$37 for five events (three individual events and two relays), comprised of \$6 per event with a single \$7 per session administration fee.

All fees will be communicated to families before they are asked to commit their child to competing.

Fees are triggered once the entries for a meet are submitted to the host team and family accounts will be charged the Friday before the meet. It is the responsibility of the parent or guardian to ensure their account is up to date.

All fees are subject to change based on the host teams.

Guidelines for Meet Entries

- Each meet will have its own page on the [meet page of the team website](#) containing pertinent information, such as dates, times, locations and deadlines (see the Swim Meets tab in the Events window on our homepage for a list of meets and links to their pages).
- Beginning at a designated time (and until a designated registration deadline), parents will be asked to indicate “attend/decline” for each meet. The head coach will then submit our team entries to the host team.
- When committing a child, you may denote events that he/she wants to swim in the “notes” field, but the ultimate decision belongs to the coaching staff.
- For multi-day meets, if there is a day your child cannot attend, you must note that in the “notes” field when committing your child.
- For meets that require entry fees, you may limit the number of events your child will swim by denoting so in the “Notes” field (except for championship meets in which the team is competing for points).
- As a courtesy, the head coach may distribute meet entries to families before submitting them to the host team for the families’ input. However, he cannot guarantee that process for every meet, so please make sure to denote any special needs or requests when committing swimmers.
- If you must amend or edit a commitment, please do so online before the posted registration deadline for that meet. Any amendments after the registration deadline must be emailed to the head coach, however, he may not be able to accommodate such changes depending upon the meet.
- If you have committed to a meet and entries have been sent to the host team, your family will be responsible for any entry fees regardless of attendance. There are no refunds!
- The YMCA will charge entry fees to the credit card on file for your family.
- Swimmers who did not register for a meet using these procedures and who show up to a meet will not be able to compete.

Meet Equipment

All athletes must wear approved team swimsuits and swim caps at all meets. Swimmers without them will not be permitted to compete, with one exception noted below.

Our team suits shall be Speedo solid navy-blue Lycra or other performance material. The team has selected suitable suits of high quality and have made them available for purchase from our [team store](#).

The team has discontinued suits bearing our team's logo. However, if your child has one in navy blue, he or she may continue to use it if it is in good condition.

(The team reserves the right to amend the team suit policies at the beginning of the season to mandate a specific brand and model of swimsuit.)

Swimmers who are 13 years old or older are permitted to wear technical suits (i.e., special suits designed for high-level competition) at championship meets in lieu of the team suit.

Swimmers should not wear their team suits at practices. The repeated exposure to the water and chemicals therein will cause the suits to deteriorate quickly. Team suits should be in good condition for meets.

If a child's team suit is in poor condition, the head coach may require you to replace it.

In addition, each child must have a team cap. The Color may vary depending on the season and is sold by the YMCA. A team cap must be worn by all athletes, regardless of gender or hair length, while swimming at meets.

Swimmers may wear other caps beneath the team cap but not over it. There is the option to purchase championship caps to those qualifying for higher level championship meets (such as Age Groups, Regionals, etc.)

Recommended Items for Meets

- Goggles (plus a spare pair)
- Caps (at least two)
- Two towels
- Warm-up suit or other sports clothing to keep warm between races
- Clothes to change into after the meet
- Suitable swim bag to carry and protect all items
- Team t-shirt and other team apparel
- Something to keep busy with between races (e.g., book, games)
- Drinking water and healthy snacks
- Folding chair/deck chair to sit on
- Sharpie or other permanent marker for denoting events and heats on one's hand or arm

Codes of Conduct

Swimmers Code of Conduct

Below is the code of conduct for swimmers that applies to both practices and meets. The failure to comply with it may result in financial restitution for any damages, being asked to leave practice, being sent home from a meet, as well as suspension and/or dismissal from the team.

General Conduct/Practice Conduct

- Arrive to practice on time and be ready to swim at the designated practice time with the proper equipment.
- Show respect to and follow the directions of the coaching staff.
- For older swimmers, act as a role model for other athletes in all actions, words and through appropriate conversations.
- Listen attentively during the coaches' explanations of all sets and demonstrations.
- Put equipment back in its place at the end of each practice.
- Always follow pool rules in all facilities.
- Always use proper language when representing the team on the deck as well as in the locker room.
- Display good sportsmanship to fellow teammates and competitors.
- Complement those around you and be aware of their efforts.
- Do not possess or use alcohol, tobacco or any non-prescribed drug.

Meet Conduct

- Notify the head coach as soon as is possible for expected absences.
- Arrive 15 minutes prior to the meet warm-up.
- Wear designated team clothing including a team cap and suit.
- Support the coach by helping wherever possible.
- Cheer on teammates during races and support them.
- Keep track of and safely store any electronic devices or other personal property brought to a meet.
- Show proper respect towards coaches, officials, fellow competitors and the public.
- Compete in all events entered.
- Get permission from a coach to visit parents in the stands.
- Seek the head coach's approval as early as possible to arrive at a meet late or leave a meet early.

Parents Code of Conduct

Below is the code of conduct for parents that applies to both practices and meets. The failure to comply with it may result in financial restitution for any damages, being asked to leave practice, being sent home from a meet, as well as suspension and/or dismissal from the team.

- Get your swimmer to practice on time (early enough so that he/she can be ready to swim at the designated practice time) and pick him/her up no later than 15 minutes after practice has ended.
- Get your swimmer to swim meets at least 15 minutes prior to the scheduled warm-up time or other arrival time as designated by the head coach.
- Support the values of discipline, loyalty, commitment and hard work, which will set a great example for the swimmers and others.
- Avoid assuming any role other than parent – swimmers swim, coaches coach, officials officiate and parents parent.
- Refrain from criticizing, calling names or using abusive language or gestures toward the coaches, officials or any swimmer, family member, or spectator.
- Stay off the pool deck at meets unless volunteering as a meet worker.
- Keep informed by reading all communications from the head coach, such as emails and by regularly monitoring the team's website. Check pool deck mailboxes regularly.
- Volunteer your time at swim meets as a timer or in other roles and at other team functions.
- Sit in the designated spectator areas if you choose to watch practices.
- Avoid communicating with your child during practices except in the case of an emergency.
- Provide support for your swimmer as well as the other swimmers on the team by cheering during meets.
- Support the coaches and the team with a positive attitude.
- Ensure your swimmer gets the proper rest and maintains a well-balanced diet.
- Direct all concerns or questions to the head coach first. If you feel your questions or concerns have remained unaddressed you may then direct them to the Aquatics Director followed by, if necessary, the Executive Director.

Coaches Code of Conduct

- We will provide an environment for your swimmer that is safe from physical and emotional harm.
- We will treat each swimmer as an individual, keeping in mind the wide range of physical and emotional development within the same age group.
- We will place the emotional and physical well-being of the team ahead of any personal or parental desires to win.
- We will lead by example, demonstrating fair play and sportsmanship in all on-deck and off-deck activities
- We will abide by the YMCA's code of conduct.
- We will not subject any child to neglect or to mental, verbal, physical or sexual abuse and will not leave any child unsupervised.
- We will not be alone with any child where we cannot be observed by others and will not transport any child in a coach's personal vehicle.
- We will not give any child gifts or special favors.

Coaches Code of Conduct cont.

- We will treat all children equally without regard to gender, race, religion, culture or ability.
- We will be positive role models by maintaining an attitude of respect, loyalty, patience, courtesy, tact and maturity.
- We will utilize positive guidance techniques.
- We will refrain from profanity, inappropriate jokes and sharing of intimate details of our personal lives.
- We will use coaching techniques that are appropriate for all the ages and skill levels present.
- We will seek and encourage parental participation at swim meets and other special activities.
- We will respectfully control the behavior of swimmers and parents by asking them to leave the deck or facility should they become unruly or create an atmosphere that is not appropriate for the development of good sportsmanship.

Parent Work Obligations

As our team continues to grow, our obligation to fill meet jobs at away meets and the large number of positions needed at home meets, requires all families be active at these events.

Please read these expectations carefully. No family is exempt from working at a meet.

- **Jobs will be assigned in advance of the meets.** We feel this is the most equitable way to fairly divide up the work and set clear expectations for when parents will work at meets. Families may not have to work every meet, however assume that every meet your child is swimming, you could be working.
- Pay attention to e-mail communication as events approach; there will likely be important information about parent job assignments in those emails.
- **Parent Job Coordinator:** One willing parent will be assigned “Parent Job Coordinator” at each meet and will be posted on the meet event page (home and away meets). Parents working must check in with the Parent Job Coordinator. The Parent Job Coordinator will assist parents to their positions and/or provide a brief explanation of the job position, if needed.
- If you are uncertain about what a role requires, please read the job description on the job page or contact the Parent Job Coordinator.
- **Parents working a job (volunteer sign up or assigned) will be responsible for finding a replacement.** The replacement should report to the Parent Job Coordinator in this case. **This is critical.**
- **Failure to show up to your job will result in a \$50 fine and your swimmer will be removed from the following meet as well as parents will still be responsible for the meet fees.**

Parent Work Obligations cont.

Home meets will require parents in coordinating positions and will be filled at least 2 weeks prior to the meet/event:

- Meet Coordinator
- Official/Timer Coordinator
- Concession Coordinator
- Event Coordinator

Jobs at USA/Away Meets

Parent meet jobs and quantity needed by each participating team are determined by the meet host. Often times, these are communicated a day or 2 before the meet. Jobs will be communicated as quickly as possible for parents to plan accordingly. **Assume that every meet your child is swimming, you could be working.**

Inclement Weather Protocol



At times during the season, we may have to close the pool or cancel practice/meets for various reasons.

Thunderstorms

A thunderstorm will force the YMCA to close the warm-water pool and the lap pool. The pools remain closed from the moment lightning is spotted or thunder is heard until 30 minutes after the lightning/thunder has passed. This is for the swimmer's safety as well as for the safety of those on the pool deck.

If the pool closes, the coaches will ask all swimmers, spectators and other individuals to leave the pool area. In response to a pool closure, the staff will attempt to predict (based on weather reports) how long the closure will last. At the head coach's discretion, a practice or meet may either be delayed (during which athletes may participate in a short dryland training session under coach supervision) or cancelled. In the event of a cancellation, you will receive an email and text message alerting you as early as possible.

Winter Weather

Snow and ice can force the YMCA to close. If the YMCA is closed, there will be no swim team practice. There are occasions when the YMCA will remain open but programming will be cancelled. If practice is cancelled, you will receive an email and text message alerting you as early as possible.

Meet Cancellations

Should a meet need to be cancelled, the head coach and Aquatics Director will notify families via email and text message as early as possible before the start of the scheduled warm-up session.

2023 2024 Handbook Acknowledgement

All parents must read the handbook and acknowledge that they have read the 2023-2024 hand book.

[Click Here](#) to retrieve, complete and return the handbook acknowledgement form.

Common Questions & Answers

Q: Why does the revenue brought in from September – December not carry into March with the season?

A: The YMCA operates on a fiscal year that closes Dec. 31st. A new budget begins Jan 1.

Q: What if we do not spend all the budgeted concession funds by December 31st?

A: The funds do not carry over to the next year and are counted toward the total branch operation costs.

Q: What if the team wants to purchase “X” item and it costs \$200?

A: At the Aquatic Director’s discretion we may: 1) Determine first if it is a reasonable need and benefit to the team; if Yes, 2) Raise \$200 above the budgeted concessions and purchase prior to Dec. 31st; OR 3) Raise our budgeted concessions and reduce budgeted expenses by \$200 to accommodate.

Q: We already volunteered and raised money this season, can we request the Y purchase “X” item?

A: There are budgeted and planned expenses for budgeted concession revenue. If we exceed our revenue budget enough to consider the purchase, the Aquatic Director will make that determination.

Q: Can any other factors affect the spending of concession and fundraiser revenue?

A: Yes! The swim team budget is one of many parts to an aquatic department budget, branch budget and ultimately a YMCA association budget. As such, spending plans may be impacted by other factors in and outside of the aquatics dept.