



## **Swim Team Handbook**

### **Table of Contents**

- 1. Team Mission**
- 2. Program Goals**
- 3. Coaches**
- 4. Program Duration**
- 5. Training Groups**
- 6. Fees, Payments and Withdrawals**
- 7. Team Communication**
- 8. Volunteer Opportunities**
- 9. Meet Participation and Entries**
- 10. Team Apparel**
- 11. Coach, Athlete, Parent Code of Conduct**
- 12. Social Media Expectations**



## **Team Mission**

Our mission is to develop positive attributes in our young athletes that motivate them to grow as individuals and achieve success in life through an exciting competitive experience.

## **Program Goals**

- ❖ Professional, high quality coaching
- ❖ Providing a safe, exciting and challenging environment where athletes of every ability can grow to their fullest potential
- ❖ Personal investment in the success & growth of every athlete as a competitor and leader
- ❖ Teaching the importance of character, goal setting & time management
- ❖ Becoming one of the premier club teams in the state of Texas and the nation.

## **Coaches**

Iron Horse Aquatics brings together a strong and dedicated group of swimming professionals to provide high-quality instruction in a competitive, safe and nurturing environment for our swimmers to grow and improve as athletes and individuals. Our goal each year is to be better in every aspect than we were in the previous year. We expect our team of coaches to strive for greatness.

Please respect our coaches while they are on deck with our swimmers. Parents are not allowed on the pool deck during practices. Our coaching staff is available via email for communication with parents. Each coach can be reached via emails (found on the meet the coaches page of our website in each coach's profile). Coaches will be expected to respond to parent communication in a timely manner.



## Program Duration

Iron Horse Aquatics offers year-round training for our competitive swimmers. There are two traditional competitive seasons in the sport of swimming, short course season (Mid-August – Mid March) and long course season (April through early August). The Natatorium will close during the school district's week of Spring Break, again in August for pool maintenance, and for several days during the Christmas break. The scheduling of these breaks is very important for our swimmers. It gives the high school kids a break following their scholastic competitive season, and gives the younger swimmers a break after summer competitions. Our swimmers will take a one week break over spring break in March, a two week break in August, and several days around Christmas day during the December Holiday break. Since tuition is based on monthly membership, rather than number of weekly practices, tuition will not prorated during these breaks.

## Training Groups

Iron Horse Aquatics provide a safe, positive and productive instruction environment for all ages and abilities. We believe in developing our athletes to be able to compete in every event in the spectrum and feel that training for our 12 & Under athletes should be focused on helping them excel in the 200 IM and 500 freestyle and our 13 & over athletes in the 400 IM and the 1000 freestyle. Emphasizing success in these events helps to ensure that we are maintaining focus on long-term development while allowing our athletes to be able to be competitive in every event at every distance from a young age giving them the most opportunities for success.

### **Engine** (3 sessions per week; 45 minutes)

Our Engine program is designed for 6 to 10 year old swimmers who have just graduated from the Stroke School in the FISS swim lesson groups. Swimmers in this group will focus on development of proper stroke mechanics, balanced with building a base for endurance training for competition racing in meets.

### **Silver** (3 sessions per week; 60 minutes)

A group designed to allow 10-12 year old swimmers who are new to competitive swimming to learn more advanced stroke technique, while learning race strategies and being encouraged to compete throughout the season with the goal of joining a more competitive group as their skills and love of the sport grows. Introduction into using swim equipment (fins and buoys) to enhance their training.



**Blue** (4 sessions per week; 75 minutes)

A pathway for our 13&O athletes who are new to swimming but looking to grow and compete in the sport. Focus on fine-tuning stroke technique and establishing an endurance base that allow them to join higher training groups. These athletes aspire to swim in HS. Training will focus on developing race ability in 200IM & 200 Free, as well as 100s of all strokes. This group allows for the swimmers who have multiple activities outside of swimming to be able to pursue both.

**AG4** (4 sessions per week; 60 minutes)

Swimmers in AG 4 will continue to refine strokes while focusing on building endurance in all four strokes with the primary goal of being able to successfully race 100 yards of at least 3 of the 4 strokes and the 100 and 200 IM. Swimmers in this group will be further introduced into more advanced drills and the use pull buoys to develop coordination and power in backstroke and freestyle as well as using fins to generate power and speed in practice.

**AG3** (5 workouts per week offered; 60 minutes long)

Focus on building strength and endurance. Intro in using swim equipment (snorkel / nose plug / buoy / ball). Training and teaching the Underwater Dolphin Kick. 100s of all Strokes / 200 IM / 500 Free. Training to be based off of IMX event standards per age group. Focus on understanding how to use the pace clock & work hard during interval based set.

- Introduction to goal setting and its importance to achieving immediate and long-term success in the sport
- Increasing endurance and building race strategy in practice and at meets

**AG2** (6 workouts per week offered; 75 minutes long; minimum attendance 75%)

Attendance goal of 5 to 6 days a week. Add drylands into regular training programming (Coordination skills / bodyweight movements / stretch cordz). Intro to specific seasonal goal setting. Understanding of pace + race strategy for all IMX events. Distance Training & Racing prioritized. Expected to come to Saturday AM practice

**AG1** (6 workouts per week offered; 90 minutes long minimum attendance 85%)

This is our top Age Group Training group for our top 11-14 year old athletes. There will be an increased focus on dryland training and racing in practice as we are preparing these athletes for the highest level of competition available in age group swimming in the state and the nation.



**Sr Prep** (6 sessions per week + drylands; 90 minutes long, minimum 85% attendance)

Introduction to SR training group (minimum A/BB times with goal on developing TAGS level athletes). Athletes with aspirations to move into SR1 and beyond. Will continue to build on what they have learned in AG1. In depth discussions about stroke technique and catering to more personalized needs. Athletes will be expected to race all events from 1650 and down, as well as 100s&200s of strokes, 200IM and 400IM.

- Mental preparation for racing.
- Minimum 85% Attendance required and must attend all SR Prep mandatory meets.
- ***Invitation by Head Age Group Coach ONLY.***

**Sr3** (5 sessions per week; 80 minutes)

For developmental 13&O athletes who aspire to swim in HS. Focused on creating goals. Emphasis on refining stroke technique and developing well-rounded athletes. Building racing strategies for traditional HS events. Priority is placed on encouraging athletes to race the 500 freestyle and down and all strokes of 50s and 100s.

- This group allows for the swimmers who have multiple activities outside of swimming to be able to pursue both.

**Sr2** (6 sessions per week + drylands; 90 minutes ; minimum attendance 85%)

Designed for 13 & over athletes who have committed to the sport and want to build into TAGS, Sectional, and National level competitors. 80% practice attendance minimum as well as competing regularly in both the short and long course season. Enhanced goal setting expectations with mental preparation to best prepare the athlete for success at high level competitions. Varied weekly training with the goal of building the total swimmer in multiple strokes and distances.

**Sr1** (6 workouts per week + drylands; 120 minutes long; minimum 95% attendance)

Our highest training groups these senior level swimmers are committed to developing to their fullest potential and are focused on achieving the highest level of success in both High School and Club swimming. Swimmers in these groups compete on a Sectional, National and International level. Advanced training and aggressive goal setting set the bar high and participants are expected to make all scheduled workouts. This group has a more extensive meet and travel meet schedule. ***Enrollment into this group is by coach invitation and approval only.***



## **Fees, Payments and Withdrawals**

The registration fee for the competitive programs for the 2022-23 season is **\$250**. This fee includes: Three Iron Horse Aquatics t-shirts, One silicone Iron Horse Aquatics team cap, and 1st months dues.

The registration fee will be collected at the time of registration. **The training fees will be charged in twelve (12) installments to your credit card or bank draft monthly beginning in August.** Withdrawals will be made on or about the **1st of each month.**

### **FISD employee / Multi-Swimmer Discount**

Athletes whose parent(s) are full-time employees of Frisco ISD will receive a 10% discount off of monthly dues. Families with 3 or more swimmers will receive 10% off their total monthly dues.

### **Payment Options**

Families have the option to pay their fees to Iron Horse Aquatics with credit card. If payment is declined or there are insufficient funds to complete payment there will be a \$25 service fee charged to the account balance.

### **Withdrawals**

**If a swimmer needs to withdraw for any reason, the parent or guardian must provide written notification 30 days prior to the next billing cycle (1st of the month).** If written notification of intent to withdraw is not provided, the family remains responsible for tuition and fees. Iron Horse Aquatic Club Members who withdraw and request reinstatement within a 12 month period will incur a \$100.00 reinstatement fee per child.



## **Penalties**

### **PRACTICE COACH WAITING FEE**

If a member of the coaching staff waits for more than 20 minutes past a return time to pick up their child after a team practice, the family will be assessed a \$75 waiting fee. This charge will be placed on their Team Unify account.

### **UNAUTHORIZED MEET PARTICIPATION PENALTY**

Iron Horse Aquatics is a **TEAM**. We provide a robust meet schedule to allow for ample competition opportunities. There will be a \$100.00 penalty fee assessed to each swimmer entering a meet(s) not listed on the Iron Horse Aquatics Schedule posted online. A \$200.00 penalty fee will be assessed to each swimmer entering as an unattached swimmer into meet(s) not listed on the Iron Horse Aquatics Schedule posted online. High School swimmers are not restricted in their participation in meets with their High School programs.

### **MAKE UP POLICY**

Iron Horse Aquatics is not able to offer “make up workouts” for workouts missed due to schedule conflicts or illness. Our program has a limited number of spaces. Each swimmer reserves their space in the group. Swimmers may request a make up workout from their coach, but are not permitted to attend an unscheduled workout without permission. If space is available, coaches may use their discretion to allow a swimmer to attend an alternative workout. Please note that we will not allow makeup practice in any workout where additional swimmers will compromise the integrity of the workout in place.

### **PRACTICE CANCELLATION DUE TO WEATHER**

If the facility of your practice is open and it is not a scheduled Machine Aquatics holiday, practice will be conducted. At times, due to extreme weather, Machine Aquatics will cancel practice even when the facility is open.



## TEAM COMMUNICATIONS

All registered swimming families should provide at least one email address to Iron Horse Aquatics. The majority of team communications will come via email. We will send monthly Team Updates. This will include information about upcoming meets and events, practice changes and cancellations, and team news.

Iron Horse Aquatics will also responsibly use social media as a means of disseminating information and celebrating our athlete's achievements. The team has an official twitter account **@SwimIronHorse**, an official Instagram profile **@IronHorseAquatics**, a Facebook group Page (search Iron Horse Aquatics) and a SportsYou page **Iron Horse Aquatics**. This is a great way to celebrate our team, amazing athletes and incredible coaches, while growing our presence in the community, as well as showing our athlete's how to responsibly use social media.

The most important link in the swimmer, coach, and parent triangle is the parent-coach communication line. Iron Horse Aquatics uses a wide variety of tools to communicate with our families. However, if any questions or problem should arise, the lines of communication between the coaches and parents are always open. Feel free to email your coach or our staff about problems or suggestions concerning your swimmer. It is very important that you let us know if there is anything we can do to aid your swimmer. The more insight coaches have regarding their athletes, the more effectively they will be able to influence and assist in their enjoyment of the sport. This will help the athlete realize greater levels of success. It is best to communicate with the coach most directly involved with your athlete's training.

### **Iron Horse Aquatics Team Updates**

The team's newsletter is published bi-weekly and provides specific information on upcoming events like meets, achievements, tidbits, ideas, philosophy and changes in practice schedules. It is posted on the web (under the "NEWS AND EVENTS" heading) and mailed to you via email. We urge parents to read the "Iron Horse Aquatics TEAM UPDATE" carefully and faithfully.



## **Iron Horse Aquatics Website and Team Unify**

<https://www.gomotionapp.com/team/fisden/page/home> is the address of our team website. It contains recent team news and is often updated weekly during the season. The site has upcoming meet information, as well as information on each of our pools including staff and practice schedule, team records, various time standards and a lot more. Be sure to add it to your bookmarks! Our [TEAM UNIFY](#) website is used for MEMBER ONLY information, including billing, meet sign-up, and much more. Please take the time to become familiar with what the website can do for you and ask your coach if you are having difficulty finding information.

### **Volunteer Opportunities**

Volunteers can be a great asset to any organization and can help enrich all aspects of our program. Family participation is necessary to ensure the continued success of the team. Throughout a family's association with Iron Horse Aquatics, we would appreciate your support of the team through volunteer activities.

**Officiating:** Iron Horse Aquatics and North Texas Swimming sponsor periodic clinics to certify officials in the U.S.A.S. program, and we encourage our parents to attend these clinics. Levels of certification include stroke and turn judge, starter, and referee. With the number of meets each year and the quality of competition at these meets, it is essential to have a large contingent of qualified officials. Officials who work Iron Horse Aquatics meets (in the entirety) which are held at the FISD Natatorium will receive a 50% discount for their family's Iron Horse Aquatics monthly tuition the following month.

### ***Parent Volunteering Responsibility***

When Iron Horse Aquatics hosts swim meets at FISD Natatorium we make every effort to ensure that all meets are well-staffed, run on schedule, and that our visitors enjoy themselves. The Head Coach and Director of Competitive Swimming will delegate responsibility to a Meet Director for each meet, which in turn depends on the help of many volunteers. The system is designed to ensure that every member of the team contributes. This assures that Iron Horse Aquatics can host the very best meets at our facility. Swimmers who compete at an Iron Horse Aquatics meet hosted at the FISD Natatorium are required to have someone volunteer in some capacity for at least one session during the meet. Swimmers who commit to attend meets hosted by Iron Horse Aquatics but do not have a family volunteer to assist at the meet will be removed from Iron



Horse Aquatics hosted swim meets. For a description of volunteer roles at a swim meet please click [here](#)

## **Meet Participation / Entries**

All competitive swimmers with Iron Horse Aquatics are encouraged to participate in meets each month. We offer approximately one meet per month for our team. This is an opportunity for swimmers to see the benefits of their training, experience the full competitive experience of their sport and connect with their teammates from our site. While not required, we strongly believe that competition is a fundamental component of a swimmer's development.

Meet announcements are posted on the Iron Horse Aquatics website under the "Meets" page. To register for a meet, please read the entire meet announcement first. You can find the meet announcement on the Meets page under the individual meet. The meet announcement will include information about the date, location, events, entry limits, and possible timeline for the meet. Each meet is different, so please read each announcement carefully.

Be sure to review the meet announcement with your swimmer(s) before you select events. Please reach out to your swimmer's coach if you have questions about their events.

All registrations for meets are done using the TEAM UNIFY system. This is the same account that you used to register for the team. Once you have logged into the system, you will need to declare you are participating in the meet. Once you declare for the meet, the meet events for which your swimmer is qualified will automatically pop up. Click on the events you would like to swim.

Remember to hit save or your entry will not be saved in the system. If your swimmer is not qualified for a meet, you do not need to indicate they are not attending.

Once your entries are in the system the coaches will review them. They will either approve or reject them. If a swimmer's events are "rejected" the coach will select another event for the swimmer. The day after the entry deadline an Entry Report will be posted in the "Meets" page on TEAM UNIFY. Once entries are submitted to the host team NO changes or additions can be made. Check the Entry Report as soon as it's available to make sure that your swimmer is in the correct events.



## Iron Horse Aquatics Team Apparel

### TEAM SUIT

To build a complete Iron Horse Aquatics culture, we require swimmers to wear a team suit when attending all competitive meets that are not considered “tech suit” meets by the Iron Horse Aquatics coaching staff. Tech suits may only be worn at championship meets.

### TEAM T-SHIRTS

All team members will receive three (3) team shirts as a part of their annual team registration fees. These are the shirts that will be worn to all meets and team activities. To ensure the team has a uniform look at all meets, the shirts will be worn in the following order... **Gray on the first day of the meet, Royal Blue on the second day of the meet, Black on the third day of the meet.**

### IRON HORSE AQUATICS APPAREL VENDOR

Iron Horse Aquatics is an Arena sponsored team. All Iron Horse Aquatics apparel will be available exclusively through [Xtreme Swim](#). Each Iron Horse swimmer will receive a team cap with their registration. These caps are required to be worn at all competitions. All Iron Horse Aquatics Swimmers are required to have an Iron Horse Team Suit with the Iron Horse Logo. - NO EXCEPTIONS.

*Championship suits* (Powerskin, Evo, Carbon, Carbon Glide, Carbon Air etc.) will be permitted to be worn at CHAMPIONSHIP meets ONLY- NO EXCEPTIONS. \*Championship meet suits do not have to have the Iron Horse logo.\*



## Coach Code of Conduct

The purpose of this code of conduct for coaches is to establish common expectations for all members of the coaching staff of the club. It is to be used as a guide to promote a positive team environment and good sportsmanship.

- At all times, adhere to USA Swimming's rules and code of conduct.
- Set a good example of respect and sportsmanship for participants and fans to follow.
- Act and dress with professionalism and dignity in a manner suitable to his/her profession.
- Respect officials and their judgment and abide by the rules of the event.
- Treat opposing coaches, participants, and spectators with respect.
- Instruct participants in sportsmanship and demand that they display good sportsmanship.
- Coach in a positive manner and do not use derogatory comments or abusive language.
- Win with humility and lose with dignity.
- Treat every athlete fairly, justly, impartially, intelligently, and with sensitivity.
- Always place the well-being, health, and safety of swimmers above all other considerations, including developing performance.
- Continue to seek and maintain their own professional development in all areas in relation to coaching and teaching children.
- Always maintain a professional separation between coach and athlete. Any complaints of a coach violating this code of conduct will be brought to the attention of his/her supervisor and/or the director of Competitive Swimming for Frisco ISD.

Coach's Name (Print): \_\_\_\_\_  
Coach's Signature (Sign): \_\_\_\_\_ Date:

\_\_\_\_\_  
Witness (Sign): \_\_\_\_\_ Date:

\_\_\_\_\_



## Athlete Code of Conduct

I, the undersigned athlete, participating in training and competition with Iron Horse Aquatics, understand and agree to comply with the below-listed guidelines as set forth by Iron Horse Aquatics and Frisco Independent School District. Any additional guidelines may be established in writing by the Head Coach.

### **General Behavior**

1. Iron Horse swimmers will display proper respect and sportsmanship towards coaches, officials, administrators, competitors, teammates and the public to include both their person and their property.
  - a. I will arrive on time to all practices and meets.
  - b. I will ensure that I am mentally prepared to train and compete.
  - c. I will be supportive and encouraging to my teammates at all times.
  - d. I will set a good example of behavior and work ethic for younger teammates.
2. The transportation, possession or use of alcohol, tobacco products, or illegal drugs by any Iron Horse team member is prohibited.
3. Illegal and inappropriate behavior that will reflect negatively on Iron Horse Aquatics and/or Frisco ISD, or be detrimental to performance objectives will not be tolerated.
4. The use of audio or visual recording, including but not limited to a cell phone camera, is not allowed in changing areas, restrooms or locker rooms at any time.
5. All team members are expected to adhere to policies and procedures in the Frisco ISD athletic handbook.

### **Travel Behavior**

1. No athlete will travel when any illness is evident to the parents or coaching staff.
2. Curfews established by the staff will be adhered to each day.
3. Unless otherwise excused or instructed by the coach, participants in a team trip will attend all team functions (on time), to include meetings, practices and any other team sanctioned event.
4. There will be no male athletes in female athletes' rooms and no female athletes in male athletes' rooms.
5. Any additional guidelines will come from the staff as needed.



## Parent Code of Conduct

Iron Horse Aquatics Parent Code of Conduct ensures that we create a supportive environment for our swimmers and coaches so every athlete can achieve their full potential. Two of the best ways you can enhance your athlete's experience is to show them unconditional love and support and secondly to get involved by volunteering at meets and club activities or by becoming an official.

1. Iron Horse parents, through their actions and conduct, will exhibit good sportsmanship and encourage their children to do the same at all times. Parents will serve as positive role models for their children and teammates.
  - a. Gossiping or spreading any kind of negative information about the program, coaches or other athletes is unacceptable behavior. If you come to find information that you feel needs to be addressed please bring it to the attention of the Head Age Group Coach or Head Coach who will be able to assist you.
2. Iron Horse parents will respect and cooperate with coaches, team members, opponents, spectators and officials at all times.
3. Iron Horse parents respect the integrity of swim officials by assuming decisions are based on honest, objective evaluation of performance. Only coaches may approach officials and/or meet administrators with concerns.
4. Iron Horse parents recognize that our coaches are professionals and allow them to coach without interference. Iron Horse parents leave coaching to the coaches and respect all coaching decisions such as practice group assignments, meet entries, training focus, etc.
  - a. Parents should not interrupt or confront any member of the coaching staff during practice or meets.
  - b. Only coaches and athletes are allowed on deck during practices.
  - c. Only Athletes, coaches and approved volunteers are allowed on deck during competitions.
5. Iron Horse parents with a concern related to any coach or official with Iron Horse Aquatics, should discuss the concerns with the athlete's coach privately and in a professional manner.
  - a. If the matter is not resolved, the issue should be brought to the attention of the Head Age Group Coach or the Head Coach. If their response is unsatisfactory, an Iron Horse parent may then request a meeting with the Director of Competitive Swimming for Frisco ISD for further discussion.



6. Iron Horse parents will not access locker rooms in use by athletes. In addition, the use of audio or visual recording, including a cell phone camera, is not allowed in changing areas, restrooms or locker rooms at any time.
7. Iron Horse parents will not consume alcohol, tobacco products or illegal drugs and will comply with all facility guidelines at events Iron Horse Aquatics attends.



## **Social Media and Electronic Communication Policy**

As representatives of Iron Horse Aquatics you have the responsibility to portray yourself and your team in a positive manner. If you participate in electronic communications (e.g. texting), interact on social media site(s) (e.g. Snapchat, Instagram) you are expected to avoid inappropriate and offensive behaviors. If a club representative's social media profile and its contents or other electronic communications are found to be inappropriate in accordance with the behaviors listed below, he/she will be subject to disciplinary action in accordance with the club's disciplinary procedures (swimmers) or the Parent Code of Conduct.

Examples of inappropriate content and offensive behavior may include, but are not limited to, depictions or presentations of the following:

- Photos, videos, and comments that are of a sexual nature. This includes links to websites of a pornographic nature and other inappropriate material.
- Photos, videos, or comments or posts showing the personal use of alcohol, drugs and tobacco.
- Content online that is unsportsmanlike, derogatory, demeaning, defamatory, or threatening toward any other individual or entity (e.g. derogatory comments regarding another swimmer, member of staff of our club or another club)
- Any communications including posts depicting or encouraging unacceptable behaviors such as violent or illegal activities (e.g. sexual harassment, vandalism, underage drinking, or illegal drug use)

### **REMEMBER:**

- Always present yourself in the most positive image possible. Don't do anything to embarrass yourself, your team, your family or the Club.
- The Internet is permanent. Anything posted online is available to anyone in the world. Any content you post is completely out of your control the moment it is published online, even if you limit access to your page.
- Don't post anything you wouldn't want your coaches or parents/guardians to see.
- Your social media content can and will be reviewed by both potential colleges and future employers.