

GREAT RIVER AQUATICS CLUB

PARENT & SWIMMER HANDBOOK

Team website: www.teamgrac.com

www.facebook.com/GreatRiverAC/

<https://www.instagram.com/greatriverac/>

Revised August 2023

MISSION/VISION STATEMENT

Great River Aquatics Club (GRAC) is a non-profit swim club that strives for excellence in competitive and instructional swimming and sportsmanship. Our primary goal is developing swimmers of all ages and abilities from the novice to the elite senior level. GRAC provides swimmers with an enjoyable athletic experience, and more importantly, prepares them for success in all life's endeavors. Our vision is to become a long-standing pillar of community athletics.

SWIM TEAM RULES AND GENERAL INFORMATION

PRACTICE:

Practice times and locations change depending on season and pool availability. GRAC uses the Clinton High School and the Clinton Riverview Pools. Times and locations will be posted on the team calendar at, www.teamgrac.com. Although GRAC encourages regular attendance at practices, swimmers are not penalized for missed practices; swimmers may attend as many or as few practices as they like.

GRAC has full access to bathroom/shower facilities at the Clinton High School and Riverview Pools. Coaches and staff make every effort to recognize when an athlete goes to the locker room or changing area during practice and competition and, if they do not return in a timely fashion, we will check on the athlete's whereabouts. Parents are strongly encouraged to report misbehavior in the locker rooms to the Head Coach.

Use of audio or visual recording devices, including a cell phone camera, is not allowed in changing areas, rest rooms or locker rooms.

Swimmers are encouraged to wear footwear on the pool decks and in the locker rooms at all times.

Depending on size, the team may be divided into different practice groups. Presently, they are Gold, Silver, and Bronze groups based on age and ability.

Parents are not allowed on deck during practice. Parents that attend practice will have designated seating areas. Parents are asked not to address or talk with their children during practice. Parents should be respectful and ask the deck coach for permission before speaking with their child during practice.

MEETS:

All meets on the team calendar are available for GRAC swimmers, but some meets require qualifying times (Q times). Swimmers may swim meets not on the team calendar, but coaches might not attend.

Parents must indicate whether their swimmer(s) will attend each meet posted on the calendar via the team website prior to the posted deadline for each meet. You will receive an email invite to attend or decline the meet. Please respond promptly to meet invites as it is the general policy of the club that team participation in a meet requires that 5 swimmers per session have confirmed attendance. In the event that there are not enough swimmers attending, coaches reserve the right to withdraw the team's participation.

Sign-up deadlines for the meets vary throughout the season. Deadlines will be posted on the team website. If you have signed up your child to swim a meet, and you are unable to attend, please notify the Head Coach. If entries and fees have already been sent to the host team, your meet fees will be forfeited.

Events will be selected by the coaching staff with input from the swimmer and parents. Relays will be selected by coaching staff only.

Parents will be responsible for paying for all events swam or scratched (canceled). If their swimmer scratches a relay and causes that relay to be scratched, the parent of that swimmer may be charged the full amount of the relay entry.

Parents are responsible for transportation to and from the meets. Carpooling is recommended but should not be abused. It is very important to swimmer development for parents to attend meets and team functions.

Swimmers are expected to swim the team recognized warm-up with the other GRAC swimmers. Only GRAC coaches will coach GRAC swimmers. Parents certified in coaching and registered as "Unattached" USA Swimming coaches will not be allowed to coach GRAC swimmers.

CODE OF CONDUCT:

Swimmers, parents and coaches are expected to follow a basic standard of conduct that is acceptable to the sport of youth swimming. The following conduct has been deemed unsportsmanlike, and is not allowed on the GRAC swim team and may be subject to disciplinary actions:

- o Profane language or gestures.
- o Abuse: verbal and/or physical.
- o Any other conduct deemed unsportsmanlike by the Coaching Staff.

We are a team, and all swimmers, parents, and coaches are expected to act accordingly.

SWIMMER DRESS CODE:

- Female swimmers are to wear one piece, competitive style suits.
- Males swimmers are to wear jammer style suits.
- Goggles are required, no snorkel masks please.
- If you have questions regarding attire, please ask a coach.

SWIMMER RESPONSIBILITIES:

Swimmers are expected to understand and follow team guidelines. Failure to comply with team guidelines can result in disciplinary action.

Swimmers are expected to conduct themselves as athletes and representatives of GRAC. Respect teammates, coaches, meet officials, and competitors at all times. Foul language, fighting, and any other such unsporting conduct will not be tolerated. Swimmers are expected to contribute to a positive team environment.

Swimmers are expected to begin team practice and meet warm up sessions with the team at the designated time. Listen attentively when receiving instructions from the team coach and perform practice sets and drills correctly.

Sportsmanship is number one on GRAC. Swimmers are expected to cheer on their team mates and swimmers from other teams. Swimmers are encouraged to make friends with swimmers from other teams and shake hands with other competitors after races.

See www.usaswimming.org for the anti-bullying policy.

PARENT RESPONSIBILITIES:

Parents are responsible for familiarizing themselves with team policies outlined in this handbook and on the website.

Parents are expected to volunteer at GRAC hosted meets. Parents are encouraged to help with other team activities during the year.

If you need to speak with a coach, please talk to a coach before or after the practice session. Coaches may also be contacted by phone or email. Parents are not to interfere with the coach when he or she is in the process of handling practice, a meet, or working in some other capacity with swimmers.

DISCIPLINARY ACTION:

Should a swimmer, parent, or member of the coaching staff violate one of the team's policies, the Head Coach, along with the Board, will have authority to discipline as they see fit. Disciplinary actions by the Head Coach and Board are not limited and can range from verbal or written reprimand to a swimmer up to an entire family being removed from the team. This is a team led by the Board, and they will work to appropriately address the best interest of the team, its swimmers, and its swimmers' families.

SAFE SPORT POLICY AND ANTI-BULLYING POLICIES

GRAC has adopted USA Swimming's model policies concerning Safe Sport and Anti-Bullying. The policies can be found at <https://www.usaswimming.org/safe-sport/club-tool-kit>. All parents will be required to review and accept these policies when setting up an online GRAC account.

DUES AND FEES

USA Swimming Membership - each swimmer must register with USA swimming and pay the annual USA Swimming athlete registration fee prior to entering the water. This policy is for team insurance reasons and will not change. If the swimmer decides to quit, then this fee is forfeited. (*Reduced fees are available for those facing financial difficulties)

Monthly Dues - are charged for each swimmer. Invoices will be generated monthly. See billing policy below.

Swim Meet Fees - these vary per meet. See billing policy below.

*An "Outreach" membership is a low cost year-round membership for qualified athletes/families facing financial difficulties. Please see <https://www.usaswimming.org/news/2023/06/01/usa-swimming-outreach-membership> to see if you are eligible. If you believe that you are eligible, please reach out to a coach or board member prior to registering with USA Swimming as there are specific steps that must be followed.

BILLING POLICY

Invoices are automatically generated on the 1st of the month. Monthly invoices include dues and meet entry fees incurred the previous month. You may get a courtesy email from the Treasurer to remind you that your invoice is ready to be viewed. Invoices can be found in your Team Unify/Sports Engine app.

Monthly dues are \$60 per month for each swimmer. Outreach scholarships are available for qualified athletes/families. Please contact a coach or board member for more information.

Swim meet participation is not required. However, if the swimmer chooses to participate, the Member is responsible for all meet fees incurred. The meet fees are calculated based on the event entries **submitted**. If you do not show up for the meet or skip an event, you are still responsible to pay the fees for that meet/event. GRAC is charged for all meet entries by the host team, not just for the events swam.

All payments must be made through the Team Unify/Sports Engine portal using a credit/debit card. You can sign into your account through www.teamgrac.com. Payments are due before the 10th of the month. A late fee of \$10 will be applied to all accounts that have not been paid by the 10th of the month. In addition, any card payments that are declined may be subject to a \$25 return fee.

As stated in the “Practice” section, swimmers can practice as much or as little as they desire, but fees are not prorated. Parents can suspend payment if their swimmer is unable to practice for a month or longer. Requests to suspend monthly fees must be made in writing to the treasurer at greatriverAC@gmail.com, **before your swimmer discontinues swimming**. Billing will be discontinued the next full month following proper notification.

Delinquent Accounts

1. Members with accounts more than 30 days past due: Members are not permitted to register their swimmer(s) for swim meets and their swimmer(s) may not participate in swim meets.
2. Members with accounts more than 60 days past due: Item 1. continues to apply to the Members and their swimmer(s) may no longer participate in any GRAC activities. Swimmers are not permitted to attend practices. Please do not put our coaches in a position where they have to excuse a swimmer from practice because an account is not paid.
3. Members who leave the club and do not close their balance within 30 days will be subject to legal collections and may be barred from USA Swimming membership.

GRAC wants to ensure the swimming experience is available to all in a positive environment. If you are having financial difficulties and want to make arrangements for alternative payment schedules, please contact the Treasurer. Please also remember that all club administration activities are handled by volunteer members. It is very much appreciated if Members can keep their accounts current in order to avoid the extra time required to manage the club’s financial activities.

REIMBURSEMENT POLICY

In accordance with IRS guidelines regarding an accountable plan for reimbursement of expenses, the following is GRAC’s reimbursement policy:

All expenses must be directly or indirectly related to the operational activities of GRAC.

All expenses must be turned into the Treasurer for reimbursement no later than 30 days from expenditure date.

Copies of the receipt must be turned in with the reimbursement request.

The GRAC board member or GRAC club member must return any amount of excess reimbursement within a reasonable time.

Local Travel is not reimbursed. Non-local Travel costs may be reimbursed by prior Board approval. If non-local Travel is approved, the reimbursement will be the current IRS charitable mileage rate.

PARENT CONCERNS WITH THE COACH

If you have an issue with a coach, always discuss the matter first with that coach. If you cannot satisfactorily resolve your concern, talk to a board member.

When contacting the coaches, please be considerate of the time of day. The best way to speak with a coach is to meet with them before or after practice. Coaches may arrange a time to meet with you to discuss your concerns.

To have a successful swim program, there must be understanding and cooperation among parents, swimmers and coaches. Communication plays an important role in the parent, swimmer and coach relationship.

TEAM CORRESPONDENCE:

See the team website for current coach and Board of Directors contact information.

Board meetings are posted on the team calendar at the website. Parents are encouraged to attend.

Team Web Site Address: www.teamgrac.com

Facebook: www.facebook.com/GreatRiverAC/