



SPOKANE WAVES AQUATICS TEAM

New Family Packet

Table of Contents:

Contact Info.....	2
Tentative Meets For All Swimmers.....	3
Short Course Season (September-April).....	3
Long Course Season (May-August).....	5
Terms and Tips.....	6
Volunteer Opportunities for Home Meets.....	7
What you need to know about.....	10
Short Course Meets (Indoor).....	10
Signing up for the meet.....	10
Prepping for the meet.....	10
What to bring.....	11
Day of the meet.....	12
Long Course Meets (Outdoor).....	13
What to bring.....	13

Contact Info

Group Name/Coach	Parent Rep	Email	Phone
Whitworth Site			
Head Age Group Coach - Jenn Hochwalt, jrhochwalt@gmail.com Lead Developmental Coach - Shane Morgan, coachshane@spokanewaves.org			
Ripples/Wave Riders Shane Morgan	Reese Smiley	smileymn14@gmail.com	206-696-2888
Bronze Shane Morgan	Tara Keller and Sarah Shoquist	taraleekeller@yahoo.com sarahwz@gmail.com	509-389-5434 910-922-0855
Silver Jennifer Hochwalt	Mary McDirmid	kraddas@gmail.com mary.mcdirmid@gmail.com	509-844-5637 (Mary)
Gold Jennifer Hochwalt	Wendy Sonduck and Kimberly McNees	jaune98@aol.com kraddas@gmail.com	509-496-6115 509-844-5637
Platinum/Senior/National Jenn Hochwalt/Shane Morgan	Amy Tobino	amytobino@yahoo.com	509-951-0592
Cheney Site			
Site Head Coach - Hans Johnsen, hansjohnsen11@gmail.com			
Ripples/Bronze/Silver Hans Johnsen	Stephanie Liljestrand	sliljestrand@cheneysd.org	509-944-0502
Gold/Platinum/Senior Hans Johnsen	Carolyn Gipple	caromaususa@gmail.com	

Emails for all coaches and board members can be found on the website:

<https://www.gomotionapp.com/team/ieswat/page/system/coaches>

Tentative Meets For All Swimmers

These are the meets the team typically attends each year. However, changes do happen. Please read the “Meet Information” on the [Waves Events webpage](#) for each meet when it is released to get the most accurate information. This will be posted as part of the event on our website when released by the host team.

Short Course Season (September-April)

Late September

MRA Sprint Shootout in Moses Lake. A one-day meet open to all age groups.

Mid-October

SWAT Fall Splash at Whitworth University. It is a split session open to all age groups with most younger swimmers in the morning and older swimmers in the afternoon. *This is a home meet and volunteer hours are required.*

Mid-November

CAST Adam England Memorial Meet at the Kroc Center in Coeur d’ Alene. This is a 3-day meet running Friday afternoon, all day Saturday and Sunday. Friday night is only long distance events. This is also a split session with younger swimmers in the morning and older swimmers in the afternoon. See Meet Info when published for age group breakdown.

Early December

SWAT Winter Invite at Whitworth University- This is a Prelims/Finals (or Championship) format meet to prepare swimmers for Champs meets. Ages 11 and over swim prelims in the morning and finals in the later afternoon/evening. Swimmers 10 and under just swim timed finals in the morning. *This is a home meet and volunteer hours are required.*

Late January

Tri-City Channel Cats (TCCC) Winter Open hosted in Moses Lake. This meet is open to all swimmers.

Mid-February

IES Junior Championships (Junior Champs). This meet is open to swimmers 14 and under in events with a non-qualifying Champs time and open to swimmers 15-19 who have not achieved the BB time standard. Friday night is usually long distance events only. It is a prelim/finals format for 10 and over. 10 and under is just timed finals.

Late February/Early March

IES Championships (Senior Champs) at University of Idaho in Moscow, ID. Open to all swimmers with a qualifying time. Book hotels NOW if you think your swimmer might qualify. It is a Prelims/Finals format for 10 and over. 10 and under is just timed finals.

Late April

SWAT Spring Fling at Whitworth. This meet is open to all age groups. *This is a home meet, so volunteer hours are required.*

Long Course Season (May-August)

Mid-May

Fazzari's Open in Lewiston, ID. Our first outdoor meet of the year. It is a 3-day meet with distance events on Friday evening. The rest of the meet is a split session format for Saturday and Sunday. Younger swimmers in the morning and older swimmers in the afternoon. Camping is available across the street at the Nez Perce County Fairgrounds, see Meet Info for more details.

Early June

Tri-City Open in Pasco, WA. Open to all swimmers. This is a large outdoor meet held at Memorial Pool in Pasco.

Late June

SWAT Summer Solstice at Witter Pool. Open to all swimmers. This is a split session meet with younger swimmers in the morning and older swimmers in the afternoon/evening. *This is a home meet, so volunteer hours are required.*

July

Sizzlin' Summer Splash in Moses Lake. Open to all swimmers. Similar format to Fazzari's and Tri-Cities Open. Hotels fill quickly, so book rooms early.

July

IES Long Course Championships at Memorial Pool in Pasco. Open to all swimmers with a qualifying time. Set up as a prelims/finals format.

Terms and Tips

Prelims/Finals - Another term for a Championship meet format. This is where swimmers compete in preliminary heats for each event and then the top-ranked swimmers come back to compete in finals later that day to determine their final place.

Non-qualifying Meet - There are no qualifying times for this meet and it is open to all swimmers.

Qualifying Meet - This is a meet that requires swimmers to have met a certain time standard to be allowed to compete. These standards are communicated in the meet announcement or meet sanction for these meets. There are many qualifying meets open to swimmers throughout the course of the year that are not listed here. These include the Washington State Senior Championships, Age-group Regionals, Age-group Zones, Senior Zones, Sectionals, Futures, and Junior Nationals.

Hotel Reservations - Hotels fill up quickly for some of our meets, especially in Moscow/Pullman and Moses Lake. If you plan to attend an out of town meet, we recommend booking your rooms early. Some families have also found they prefer to join with another family and book a short term rental through Air B&B or VRBO as an alternative.

Camping - A few of our meet locations have allowed trailer camping in the past. Fazzari's has camping at the adjacent fairgrounds, the Pasco meets have allowed people to camp in trailers adjacent to Memorial Park (though there are no services), and in the past there has been camping allowed at the school across the street from the Sizzlin' Summer Splash in Moses Lake. More details are provided in the meet announcement for each meet.

Volunteer Opportunities for Home Meets

For every home meet, your family will have volunteer hour responsibilities. These are outlined in the [SWAT Service Agreement](#) each year. The Volunteer Coordinator will send an email prior to each meet with the link to sign up for jobs. Any questions about meet volunteer requirements should be directed to the Volunteer Coordinator email: volunteer@spokanewaves.org.

Volunteer responsibilities for families has two parts:

- Annual: Families are required to volunteer a minimum of 20 hours per year at home meets (September 1 - August 31).
- Home Meets: Every family who has a swimmer registered for a home meet is required to work a minimum of 6 volunteer hours at each meet regardless if they have met their 20-hour requirement or not. The hours can be fulfilled any time during the meet.

Note:

- If you have more than 1 swimmer, the volunteer minimum is per family, not per swimmer.
- For officials, the time you put in as an official covers the time needed for team volunteer hours.

Please refer to the following job descriptions to decide how your family will help at SWAT hosted meets. It truly takes a village to run a swim meet. We continually provide on-the-job training and you don't have to know much about swimming to fulfill these jobs. All that is required is a smile and a willingness to learn. Positions that require additional training are noted.

Meet Director: This is a voting member of the SWAT Board of Directors. It is a 2-year term and open for any SWAT family member to run, when the position is available. The meet director oversees all the meet preparations and actual operation of the meet weekend. The meet director should be a good organizer that is willing to convene committees and recruit volunteers. The meet director should be able to delegate tasks to the committees and then follow through to be sure all the tasks are done. A Meet Director Handbook (USA Swimming document) with a timeline, duties and suggestions will be available.

Volunteer Coordinator: This is a voting member of the SWAT Board of Directors. It is a 2-year term and open for any SWAT family member to run, when the position is available. This position builds the volunteer positions, time requirements, and descriptions in Team Unify before each meet. They make sure each role is filled. Then during the meet ensures that all spots are filled or fills them on the fly as needed. This person needs to be confident and a clear communicator. Must be able to hold others accountable. Works directly with the Meet Director.

Timing: This is a great way to meet other parents, have a close up view of the meet, and be able to see your child swim. There are two timers for each lane, using stopwatches provided by

Waves to time the swimmers in that lane. The times are used as backup times if the touchpad system fails.

Chief Timer: In this role you are responsible for starting two additional watches for each race and bringing those spare watches to timers who need them due to a watch malfunction or a missed start. It sounds really important, but the duties are straightforward and you end up getting to watch most races if the timers all do their job correctly.

Concessions: You get to meet many people doing this job. The concessions committee plans and staffs the concessions stand at the meet. Activities include planning, purchasing, set-up, staffing the stand during the meet, take down, and clean up.

Hospitality: Much of the work for hospitality is done before the meet. Food and drink for coaches and officials is provided by the host team in a 'hospitality room'. The folks working hospitality plan the food for breakfast, lunch, and snacks; purchase and prepare it. Hospitality also provides drinks and snacks for the timers and on-deck officials.

Announcer: Have the best seat in the house! One person per session is needed to announce events in the water and the top finishers in each completed event. A script and instructions are provided. Also the Meet Referee will advise what is required to say before each heat.

Officials: Requires additional training. Inland Empire Swimming offers Official training classes throughout the year. After taking the class, shadowing on deck with current certified officials, and passing an open book test, you can be a very important part of any USA Swimming meets you attend. Every sport has rules, and USA Swimming requires certified officials to judge swimmers to be sure their strokes are 'legal'. Officials are necessary to provide fair competition for all swimmers. Want to know why your kid keeps getting disqualified? Go to Official's training and learn all about the strokes! This commitment will easily cover your entire yearly volunteering commitment. BONUS: Your swimmer's meet race entry fee for home events are waived by SWAT if you officiate all sessions.

Clerk of Course: This job is to ensure our new and young swimmers are ready to swim when it is their turn. Organize our 8 & Under swimmers on benches or chairs according to their heat and lane and then lead them to their starting blocks to race.

Deck Computer/Timing Console: Requires additional training. This is another job that offers a great view. The deck computer is the crux of the automated timing system. Its operator makes sure it is set to the proper event and heat before each race and gets results to the Administrative Official for verification.

Administrative Official (A/O): Requires additional training. This is a specialized Official position. Duties include setting the meet up in the HyTek meet management computer program weeks before the meet, entering all the swimmers in the meet, and preparing the heat sheet. During the meet, you add and scratch swimmers from the meet, enter relay names, and make

sure that each swimmer gets as accurate an official time as possible. You reconcile the incoming times from the timing system, pickles, and stopwatches to ensure accurate results. You need to be computer literate, understand swim meets, and be familiar with both Inland Empire Swimming and USA Swimming rules and regulations regarding meet administration. All of these things can be taught with time and interest.

Runners: The Runner gets to watch the meet and is one of the first to see the official results for each event. We need a Runner for each session. The Runner collects DQ slips from the meet referee, lane timer sheets from timers in each lane, and deck computer printouts. They then bring these to the A/O in the office. Also this person takes the results for each event from the office and posts one copy, and takes another copy to the Announcer.

Meet Marshal: Additional training required. Volunteers in this position must be Safe Sport Certified, the training takes 15-20 minutes online. Multiple Meet Marshals are needed for each session. They keep everything in the venue in order. They monitor the warm-up pool to ensure all kids are safe and help ensure compliance with SafeSport guidelines regarding use of cell phones in the venue and locker rooms. Instructions are available upon request. This is a good role if you want flexibility to help your swimmers get to their events or make sure they are getting food/water/rest.

Ribbon Sorter/Awards: This is another good job if you want to be there to watch most races. One awards person per session is needed, two for the last session of the meet. This person places labels on the back of the award ribbons and then sorts the ribbons in bags for the appropriate teams. This position is low stress, and if you have younger kids not involved in the day's events, they are welcome to assist.

Meet Set-up and Clean-up: We need many people to set-up for a meet. This is done usually the night before the meet starts (or later the day before the meet starts.) We do our best to make the facility appear as professional and cleaned-up as possible. This also includes setting up the deck computer, touchpad timing system, viewing areas, Concessions and Hospitality areas. Each meet has different challenges. We show up and get everything running and tested. We also need many more people to take down and clean up when the meet is over. Returning the facility just "as is" when we started.

What you need to know about...

Short Course Meets (Indoor)

Signing up for the meet

1. Find the meet on the Meet/Event Schedule Tab here:
<https://www.gomotionapp.com/team/ieswat/page/events>
2. In order to indicate that you will attend a meet click on the red “attend/decline” button. Select your child’s name and then under “declaration” choose either “Yes, please sign [swimmer] up for this event” or “No thanks, [swimmer] will not attend this event.”
3. If you plan to attend the event, please add any restrictions your swimmer might have to the comments section. For example, if it is a 3 day meet, but your child can only attend one day, please write, “Swimmer is only able to attend Saturday”. These comments help coaches sign swimmers up for only the events they will actually be able to attend.

 Attend / Decline

Prepping for the meet

- Open the “Meet Information” document. This will give you warm up times, age group swim times, and what day events are held on.
- This is also where you can find recommended hotels or if camping is available.

BOOK YOUR HOTELS EARLY

They fill quickly, especially in Moscow/Pullman and Moses Lake. Families often book hotels for the whole season as soon as the schedule is released.

- Check the SWAT website a few days after the meet sign up deadline and click on the meet and then “edit commitment”. Your swimmers events (except relays) will be posted there.
- Coaches sign swimmers up for their events for ALL meets except the Championship meets. This will help you plan your meet timeline.
- After you have Registered your child “Yes” is attending the meet, coaches will sign swimmers up for their events.

- When the meet host has received all entries from visiting teams, a meet timeline will be sent out to the coaches and forwarded onto team members so swimmers/families can plan their individual event timelines.
- Access or print the heat sheet. This is essential to keep track of what event, heat, and lane your swimmer will be in. Most heat sheets are now digitally available from the Meet Mobile app available in the Apple App Store or Google Play store. The coach will also send out a PDF version via email when available for printing.
- Have a plan for breakfast before the meet. Warmups are often between 7am and 8am so make sure your hotel offers breakfast that early, or you have an alternative.

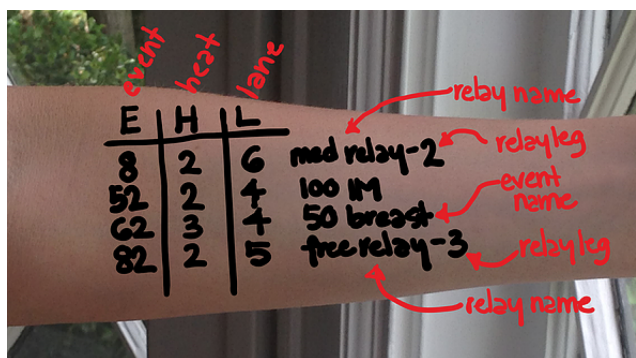
What to bring

- ☐ The Basics - Towel, swimsuit, team cap, goggles, and a backups of each.
- ☐ Parka, robe, or sweats
- ☐ Chairs - one for each person in your party (most meets do not have bleachers or they are limited). The swimmers tend to “camp out” together in the designated seating area.
- ☐ Cooler - with wheels is recommended.
- ☐ Wagon or Cart - helpful for getting all the gear to the pool (parking is sometimes a long way away)
- ☐ Water and water bottles
- ☐ Food - meals and snacks, depending on how long you will be at the meet
- ☐ Cash - For concessions and heat sheets. Most heat sheets are now digital and sent as a PDF or available on the Meet Mobile app. If printed ones are available, they are between \$5 and \$10. YOU WILL NEED A HEAT SHEET!
- ☐ Sharpie Marker - to write your swimmers event schedule on their arm (see image below).
- ☐ Highlighter - to mark your kids’ races in the heat sheet.
- ☐ Activities - there is down time so things like cards, games, activities for siblings, headphones, music, etc.

Day of the meet

- Plan on arriving 30 minutes before warm ups.
 - This gives you time to find an area and get your swimmer ready for warm ups. You can set up while your swimmer is warming up.

- DO NOT MISS WARMUPS, even if your swimmer isn't swimming until later in the session. Coaches give important info during this time, including relay assignments.
- Write your swimmer's events on their arm with the sharpie AFTER they warm up. During warm up, go through the heat sheet and highlight their events so you can easily find them.



- This chart will help your swimmer keep track of when and where they are supposed to be, and also helps the Clerk of the Course and Timers get kids to the right place.
 - 8 and Under Swimmers will also check in with a Clerk of the Course before their event.
 - They will have a special place to go before their events to make sure they are organized.
- Help your new swimmers stay organized, but also encourage independence. Find and show them the scoreboard which shows Event # and Heat #. Listen from your location and find out if you can hear the announcer. Remind your swimmer to warm up, check in with their coach before and after their event, and cool down according to their coach's instructions.
- Make sure your swimmer is ready to race when they step up to the blocks, CAP AND GOGGLES ON!
- Remember: Every swimmer develops at their own pace in every stroke. Don't compare swimmers to others. Your best responses to your swimmer are "You did your best" or "You improved your time."
- HAVE FUN!!!! With your first few meets your goal should simply be "JUST DO IT!"
- Getting experience matters and each meet gets easier. Don't Stress!!! Everyone comes together and will be happy to help...just ask!
- At the end of the day hydrate, rest, eat a healthy dinner, and GET A GOOD NIGHT'S SLEEP! Tomorrow is a new day!

Long Course Meets (Outdoor)

Please refer to the Short Course Meet before reading this list. Items listed here are only those that were not explained above as they only pertain to Long Course.

What to bring

- All of the items listed in the Short Course Meets section.
- Tent or canopy to protect from sun or rain. (both happen - sometimes on the same day!)
- If you have portable fans or misters, these are really helpful on the VERY hot meet days.
- Chili Togs or other cooling towels for both the swimmers and you as the pool deck is hot and if you are timing you will want one around your neck.
- Sun protection - sunscreen, sunglasses, visors, hats, etc.
- Rain protection - umbrellas, rain jackets or ponchos, hand and feet warmers.