



***PROMOTING THE DEVELOPMENT OF LIFE SKILLS THROUGH
THE SPORT OF SWIMMING***

PRE TEAM/RECREATIONAL TEAM HANDBOOK

September 1, 2025 - August 31, 2026

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VELOCITY SWIMMING

MISSION

Velocity Swimming is the premier, family-oriented, year-round, competitive swimming program in North Central Washington promoting the development of life skills through the sport of swimming in a safe and supportive environment.

VISION

All members reach their maximum potential both in and out of the water.

VALUES

The success of Velocity Swimming is built from the foundation of working together for the benefit of our swimming program and community at large. Our values are our moral compass in that work. They identify what we believe and how we will behave in all undertakings and interactions. Values are a direct reflection of our culture.

Commitment

I will:

- Be dependable and support the team's success
- Be prepared and on time for practices, meets, and events
- Stay engaged and give my best effort
- Communicate openly, respectfully, and in a way that strengthens the team

Growth

I will:

- Be open to learning and self-improvement
- Take responsibility for my actions
- Learn from my mistakes and strive to improve

Excellence & Hard Work

I will:

- Be intentional and set goals
- Persevere and express my full potential
- Encourage and uplift others
- Make good decisions

Respect & Community

I will:

- Listen attentively
- Be appreciative and considerate
- Show humility and kindness
- Give back to my team and community

OUR CLUB

Velocity Swimming offers year-round competitive and recreational swim programs designed to help athletes of all ages and abilities grow in the sport. Our mission is to promote lifelong skills through swimming by providing high-quality coaching, structured training groups, and opportunities for athletes to compete at local, regional, and national levels. We host swim meets, seasonal swim clinics, water polo camps, and community events, creating a supportive environment where families can engage in aquatic sports together.

We offer programs to meet every level of swimming experience for athletes ages 4 to 109, from pre-team to Olympic Trials level. Velocity has something for everyone:

VELOCITY PROGRAMS:

- **Pre-Competitive/Recreation Track**
 - Pre-Team (introductory levels 1-3)
 - Rec Team 12 & Under
 - Rec Team 13 & Over
- **Competitive/Developmental Track**
 - Bronze
 - Silver
 - Gold
 - Senior
- **Performance Track**
 - Performance 3
 - Performance 2
 - Performance 1
- **Masters Swimming**
- **Swim Clinics** (seasonal skill development)
- **Private Instruction**

PRE-COMPETTIVE/RECREATION TRACK

The pre-competitive/recreation track is designed for swimmers of all ages who want to enjoy the benefits of swimming without the pressure of competition. From learning how to swim to refining stroke technique and building endurance, this track focuses on skill development, and fitness. The **Pre-Competitive/Recreational Track** is a flexible, **month-to-month program** with no yearly commitment. Families can cancel at any time.

- **Meet Requirements:** None
- **Fundraising Requirements:** None
- **Workshare Hours:** None
- **Equipment Required:** See Appendix for list of equipment required

Pre Team: Level 1

- **Objective:** Introduction to structured swimming instruction.
- **Goals & Focus:**
 - Learn to follow coach instructions.
 - Develop comfort with face in water and streamline, kicking on front and back.
 - Learn basic freestyle and backstroke movements.
- **Minimum Age:** 4 years old
- **Requirement:** Float for 10 seconds.
- **Practice Option:** 1-2 days per week
- **Progress reports:** Sent every 6–8 weeks.
- **Move-Up Criteria:**
 - Coach discretion and approval.
 - 25 yards freestyle with side breathing.
 - 25 yards backstroke with good body position.
 - Demonstrated readiness for longer attention spans.

Pre Team: Level 2

- **Objective:** Develop stroke fundamentals and endurance.
- **Goals & Focus:**
 - Swim 25 yards freestyle and backstroke with consistent rhythm.
 - Introduction to breaststroke kick and butterfly body wave.
 - Learn lane etiquette and how to swim in a group.
- **Minimum Age:** 5 years old
- **Requirement:** Must be able to kick 15 feet on front and back.
- **Practice Options:** 1-2 days per week
- **Progress reports:** Sent every 6–8 weeks.
- **Move-Up Criteria:**

- Coach discretion and approval.
- 50 yards freestyle with side breathing.
- 25 yards backstroke with consistent tempo.
- Begin breaststroke and butterfly basics.

Pre Team: Level 3

- **Objective:** Prepare swimmers for competitive group entry.
- **Goals & Focus:**
 - Swim 25 yards of all 4 strokes (free, back, breast, butterfly) legally.
 - Start and finish 100 IM (individual medley) with legal transitions.
 - Learn basic racing starts and turns.
- **Minimum Age:** 5 years old
- **Requirement:** Must be able to swim 25 yards on front and back
- **Practice Options:** 1-2 days per week
- **Progress reports:** Sent every 6–8 weeks
- **Move-Up Criteria:**
 - Coach discretion and approval
 - Complete 100 IM legally
 - Swim 100 free and 100 back without stopping

Progress Reporting

Progress reports will be sent every 6-8 weeks to help Pre-Team swimmers, and their caregivers understand how skill development is progressing. Communication between the coach and swim families is aimed at building trust, providing motivation, and aligning expectations.

Velocity coaches use a checklist-based progress report, inclusive of coach notes and overall readiness summary. Each skill is rated using a 1-to-3-point scale (1 = not yet introduced, 2 = in progress, and 3 = mastered). The skills rated will depend on the swimmer's level and shared by the coach.

Recreational Group:

The recreational group supports swimmers who may be anxious about racing and are involved in other seasonal sports. The recreational group also provides flexibility for families with low pressure swim training.

- **Objective:** Provide opportunities to swim for fun, fitness, and skill development without the pressure or requirement to compete in swim meets.
- **Goals and Focus:**
 - Improve technique, endurance, and health
 - Fitness-focused swimmers or multi-sport athletes.
 - Build community through swimming.
- **Age:** 12 & under group and 13 & over group
- **Requirement:** Must be able to swim 25 yards of all 4 strokes
- **Practice Options:** 2 practices per week
- **Meet Requirements:** Optional
- **Move-Up Criteria:**
 - Swimmers may move to the competitive/developmental track (Bronze - Senior) if interest and readiness are demonstrated.
 - Based on goals, coach discretion and approval.

REGISTRATION

All athletes, new and returning, must register with the Velocity Swimming at the start of the new swim year. The swim year goes from September 2025 to August 2026.

Team Registration is done online by following this link:

<https://www.gomotionapp.com/team/ievs/page/team-information/online-registration1>

New Swimmers

All **new swimmers** wishing to join the **Velocity Swimming** must first attend a tryout with our coaching staff for group placement.

- Contact Head Coach, **Westley Mejias**: coachwestley@velocity-swimming.com
- Tryouts are held every Monday in September or by appointment
- Beginning in October, tryouts are held on the first Monday of each month or by appointment

Returning Swimmers

All returning athletes must:

- Register for the new season **BEFORE** the first practice of the swim season.
- Pay in full for registration fees and dues.
- Ensure that any outstanding balance from the previous season is paid in full prior to first practice.

DUES AND FEES

Funding for Velocity Swimming is derived from registration fees, training fees (dues), donations, sponsorships, fundraisers, and net income from meets hosted by the team. These fees are primarily used to cover coaches' salaries, pool rental, and equipment expenses.

Registration for the **2025–2026 season** will open **August 25th, 2025**. Registration includes **USA Swimming Registration Fee**, team T-shirt (distributed in April), and team administration fees. Registration covers the period **September 2025 – August 2026**.

Athletes or parents/caregivers **must notify** the Team Treasurer (treasurer@velocity-swimming.com) **by the 20th of the current month** if they do not plan to swim the following month.

Monthly Dues:

Group	Team Registration Fee	USA Swimming Registration Fee	Monthly Rate
Pre-Team - 2 days/week 30min	\$70	Included	\$95
Pre-Team - 1 day/week 30min	\$70	Included	\$47.50
Pre-Team - 1 day/week 1hour	\$70	Included	\$95
Rec 12 & under	\$70	Included	\$125
Rec 13 & over	\$130	Included	\$125

SCHOLARSHIPS

Thanks to the generous donations of several families and grants secured by Velocity Board Members, Velocity Swimming can offer limited scholarships for families in need. Scholarship funds can be used to help cover a portion of the athlete's registration fees and monthly dues.

If a family wants to be considered for a scholarship, they may apply by filling out the following form: <https://forms.gle/5a8uEJ9jm5V2Kqt98>

OPTIONAL SWIM MEETS

Pre-team and Rec Team athletes MAY participate in HOME swim meets if they desire. Meet Fees and Workshare Hour requirements apply. Please see the Competitive Team Handbook for more information on swim meets, meet fees, and workshare hours.

BILLING

Velocity Swimming utilizes Team Unify by Sports Engine for all registration and billing. Upon registering with the team, you will create an account with Team Unify/Sports Engine. This account will allow you to view and pay your bills, sign your athletes up for meets, sign-up for team events, access the team practice calendar, communicate with your coach, and add private instruction or swim lessons. Team Unify allows users to pay by credit card, debit card, check, or cash. Registration fees, monthly dues, lesson fees, private instruction fees, and/or incidentals (swim meet fees, special clinic fees, etc.) are billed to this account. It is your responsibility to regularly view your account and pay outstanding balances timely. All billing questions should be directed to the Treasurer: tresurer@velocity-swimming.com. Please allow 24-48 hours for a response.

Billing Notes:

- Your invoice is available to view anytime during the month by logging onto the team website.
- Monthly dues are billed to accounts on the first of the month.
- Incidentals, such as meet fees, special clinics, etc., are billed to your account in the month that the event occurs. Those fees need to be paid no later than the 15th of the following month to avoid late fees.
- If payment is not **postmarked by the 15th**, a late payment fee of \$25 will be assessed.
- Payment can be made by setting up AUTO PAY to draft on the 1st of each month to your checking/savings account, or to a credit card. You may also pay by check mailed to the team's P.O. Box listed on our website.
- Monthly dues are not prorated. If your athlete starts mid-month, they are billed for the full month
- There are no refunds of dues once they have been billed to your account. **Swimmers must notify the Treasurer by the 20th of the current month if they will not participate in the following month.**
- Velocity will assess a \$35.00 fee for NSF checks
- A Convenience Fee for Credit Card Transactions will be assessed. Refer to the current membership agreement for the credit card transaction fees.

Past Due Accounts:

- **30 days Past due:** You will receive an automated email from TeamUnify. Your swimmer will not be eligible to enter swim meets until the account is made current. **A swimmer already entered in a meet will be scratched from the meet if the account becomes 30 days late effective the first day of the meet. You will still be responsible for the meet fees regardless of the scratch.**
- **60 days Past due:** You will receive an automated email from TeamUnify. Your swimmer will not be eligible to practice with the team until the account is made current.
- **90 days Past due:** Your account will be turned over to the executive committee with the option to turnover to collections.
- Any open account balances from prior seasons must be paid before registering for an upcoming season.

Unresolved Billing/Membership issues:

Should a family wish to appeal a Membership Agreement issue, they shall contact the Board President (boardpresident@velocity-swimming.com) with this request, which will then be presented by the President to the Executive Committee. The Executive Committee will review the request at the next scheduled meeting. The decision of the Executive Committee on the issue will be final.

TEAM UNIFORM, APPAREL, and PRACTICE EQUIPMENT

Our swim team is sponsored by Arena apparel. When ordering gear please make sure you order and purchase Arena sponsored suits and gear.

Swim Caps:

All new swimmers will be given one free cap. Additional caps can be purchased as needed for **\$10 per cap**.

Team T-Shirts/Sweatshirts/Hats:

Velocity will, on occasion, provide T-shirts or other swim apparel. Our team website includes a link to purchase T-shirts, sweatshirts, water bottles, hats, etc.

Practice Gear:

Due to the limited amount of equipment available at our pools, we ask that swimmers provide their own equipment. Group coaches will provide a list of equipment requirements. The equipment list can be found in Appendix D and on our team website with links to the products.

VELOCITY BOARD AND COMMITTEES

Velocity Swimming, a nonprofit club, is run by its elected Board of Directors, which meets typically on the second Wednesday of each month at 6:30 pm. All swim team families are welcome at each meeting and encouraged to be involved in team committees, activities, and fundraisers.

The Board of Directors consists of the Executive Board (Officers) and the Big Board. All positions on the Board are elected by the Velocity Membership at the Annual Membership Meeting. A high-level summary of the Board of Directors is below. Additional detailed information is included in the Velocity Bylaws.

Executive Board

The Executive Board, or Officers, consists of 5 elected positions. The officers are elected annually. Information on the current Executive Board members is located on the team website.

- President
- Vice President
- Secretary
- Treasurer
- Member-at-large

The Executive Board can be contacted at the following email: execboard@velocity-swimming.com

Big Board

The Big Board consists of 6 elected Director positions. Each Director position serves a two-year term, with 3 positions elected every even year and 3 positions elected every odd year. Information on the current Big Board members is located on the team website. The Big Board can be contacted at the following email: bigboard@velocity-swimming.com

Committees

The Board of Directors is supported by multiple committees. The committees are open to all members of the Velocity Team. Each committee meets regularly and is chaired by a member of the Board of Directors or a designee. For more information on joining a committee contact the Executive Board.

- **Coach and Pool Space**
- **Marketing and Apparel**
- **Fundraising**
- **Team Care**
- **Masters**

TEAM COMMUNICATION

Velocity Swimming uses multiple methods for communicating with our swimmers and families. Primary communication is through email, GroupMe messaging, Facebook, and Instagram. Current information, schedules, and upcoming events can be found on the Velocity website. Logging onto the website allows you to view current invoices, sign-up for workshare hours, sign-up for swim meets and other events, as well as see other information not available to non-members.

A team calendar will be provided at the start of the year. Modifications to the calendar will be sent by email and made directly on the Website.

It is your responsibility to keep a current email on file. Failure to read emails or keep a current email on file is not grounds for any missed obligations.

PHOTO/VIDEO POLICY

Photos/Video may be periodically taken of athletes (both above and below the surface of the

water) and used on Velocity Swimming's website, Facebook/Instagram page, Wenatchee World newspaper, or other team publicity as deemed appropriate. Please email secretary@velocity-swimming.com if you do NOT want photos/videos of your child(ren) used. Otherwise, by agreeing to this membership policy, and completing your online registration, you give your consent to this understanding.

SAFE SPORT/MINOR ATHLETE ABUSE PREVENTION POLICY

USA Swimming is committed to fostering a fun, healthy and safe environment for all its members. For that reason, they have created a Safe Sport program and put in place a Minor Athlete Abuse Prevention Policy (MAAPP). During the online registration process, you will also be electronically "signing" that you have read, and you have had your swimmer(s) read the MAAPP policy. Any violations to the code of conduct will be handled by the coaches on deck and/or at the discretion of the board of directors.

The Velocity Swimming Board of Directors HIGHLY encourages all parents and athletes ages 12 and older to take a few minutes to watch USA Swimming's free online athlete protection training videos.

One of the biggest issues we have seen with violations to Safe Sport policies, is cell phone usage in the locker rooms. **Cell phones, tablets, or any device that has a camera on it may not be used for ANY reason at ANY time in ANY locker room.** This rule applies to EVERYONE - coaches, parents, swimmers, siblings, and guests.

For more information on USA Swimming's Safe Sport policies, please visit our team website, and click on "Safe Sport" under the Parents tab.

Athlete Protection Training: All athletes 18 and Older

All athletes who are turning 18 or who have already turned 18 before or during the season MUST complete, ON OR BEFORE THEIR 18TH BIRTHDAY, the adult Athlete Protection Training offered through USA Swimming. Failure to complete this training will result in the athlete being pulled from the water (both for practice and meets) until such time as the training is complete. There will be NO refunds of dues and/or meet fees for any missed training/meets because of failure to adhere to this policy.

Special notes

The Velocity MAAPP can be found on the Velocity team website under the Safe Sport menu. If a Velocity member needs to report a concern, the most current process will be posted on our website under Safe Sport and is titled Grievance Procedure.

Appendix A - Athlete Code of Conduct

As a member of Velocity Swimming Club (VS), I am part of a swimming organization that believes in promoting the development of life skills through the sport of swimming. By signing this Code of Conduct, I agree to follow the rules for behavior and sportsmanship while I am a member of VS. The following behavior guidelines state the principles VS expects all members to demonstrate and uphold.

VS is fortunate to have experienced, professional coaches working to develop our children into better swimmers, and more importantly, teaching and instilling important life skills. These skills include time-management, self-discipline, and sportsmanship. Your child will reap the benefits of swimming long after his/her participation with VS ends.

As parents, it is essential that we give our coaching staff the respect and authority they deserve to run our swim team. Our coaches are hired for that purpose and the Head Coach oversees the direction of the staff.

By signing this code of conduct, I agree to the following statements:

- ☐ I will always respect and show courtesy to my teammates and coaches.
- ☐ I will demonstrate good sportsmanship at all practices and meets.
- ☐ I will set a good example of behavior and work ethic for the younger teammates.
- ☐ I will come to all practices and meets ready to swim, with proper attire and gear, as required.
- ☐ I will not use my cell phone or any device able to record videos/photos in any locker room.
- ☐ I will be respectful of my teammates' feelings and personal space. Swimmers who exhibit sexist, racist, homophobic, or otherwise inappropriate behavior will be faced with consequences.
- ☐ I will attend all team meetings and training sessions, unless I am excused by my coach.
- ☐ I will show respect for all facilities and other property (including locker rooms) used during practices, competitions, and team activities.
- ☐ I will refrain from foul language, violence, behavior deemed dishonest, offensive, or illegal.
- ☐ If I disagree with an official's call, I will talk with my coach and not approach the official directly.
- ☐ I will obey all of USA Swimming's rules and codes of conduct. I understand that if I violate this code of conduct, I will be subject to disciplinary action determined by my coaches and the swim club's board of directors.

Furthermore, I will adhere to these specific guidelines set forth by the Coaches and Staff of VS:

- ☐ I shall not interrupt or interfere with another swimmer's right to a quality practice session.

- ☐ I will wear designated team caps and T-shirts during all competition, and when representing Velocity swimming in the community – e.g., Apple Blossom Parade.
- ☐ I will always respect my coaches; no vulgarity or back talk is acceptable. Swimmers are expected to pay attention and follow all the coach's instructions completely and exactly. If any clarification is needed, they are to ask questions politely.
- ☐ I will participate in all designated championship meets I am qualified for unless prior approval is obtained by the Head Coach.
- ☐ Curfews at team travel events and at all related activities will be obeyed. Extension will only be granted by the Head Coach. Curfew is not enforced if I am with my parents.
- ☐ Male and Female swimmers may not be in each other's room on any team trip unless supervised by designated Club official.

Violations of the Code of Conduct Rules:

The coaches have the authority to impose the following penalties for violation of the Velocity Swimming Club Code of Conduct. The penalties include, but are not limited to, the following:

- The swimmer will be given a verbal warning.
- The swimmer will be pulled out of practice in addition to a verbal warning and the coach will contact the parent/caregiver.
- The swimmer will need to be accompanied by a parent/caregiver at practice for four (4) consecutive practices that they attend.
- If the swimmer continues his/her bad behavior, he/she will be suspended for one (1) week. (There will be NO prorated fee for monthly dues.) If the swimmer's disciplinary problem continues, the swimmer and parent/caregiver will meet with the coach to discuss the problem further.
- The swimmer may be scratched from the meet or events. All fees and costs will not be refunded. The swimmer may be sent home.

Athlete Signature

Date

Parent/Caregiver Signature

Date

Appendix B – Parent/Caregiver Code of Conduct

The purpose of a code of conduct for parents/caregivers is to establish consistent expectations for behavior. As a parent/guardian/caregiver, I understand the important growth and developmental support that my child's participation fosters. I also understand that it is essential to provide the coaching staff with respect and the authority to coach the team. I agree with the following statements:

- ☐ I will set the right example for our children by demonstrating sportsmanship and always showing respect and common courtesy to the team members, coaches, competitors, officials, parents, and all facilities.
- ☐ I will respect the role of the coaching staff, by not interrupting them while on the pool deck, allowing them to focus on the athletes.
- ☐ I will get involved by volunteering, observing practices, cheering at meets, and talking with my child and their coach about their progress.
- ☐ I will refrain from coaching my child from the stands during practices or meets.
- ☐ I understand that criticizing, name-calling, use of abusive language or gestures directed toward coaches, officials, volunteers, and/or any participating swimmer will not be tolerated.
- ☐ I will respect the integrity of the officials.
- ☐ I will direct my concerns first to my child's coach then, if not satisfied, to the appropriate supervisor.
- ☐ I will keep my account current through payment of regular fees unless other arrangements have been made through the President.
- ☐ **Parents/caregivers who exhibit sexist, racist, homophobic, or otherwise inappropriate behavior will be faced with consequences.**

I understand the above expectations and that my failure to adhere to them may result in disciplinary action.

Signature(s)

Date

Appendix C – Action Plan to Address Bullying

VELOCITY SWIMMING: ACTION PLAN TO ADDRESS BULLYING

PURPOSE

Bullying of any kind is unacceptable at Velocity Swimming (the “Club”) and will not be tolerated. Bullying is counterproductive to team spirit and can be devastating to a victim. The Club is committed to providing a safe, caring and friendly environment for all our members. If bullying does occur, all athletes and parents/caregivers should know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell a coach, board member or athlete/mentor.

Objectives of the Club’s Bullying Policy and Action Plan:

1. To make it clear that the Club will not tolerate bullying in any form.
2. To define bullying and give all board members, coaches, parents/caregivers and swimmers a good understanding of what bullying is.
3. To make it known to all parents, swimmers and coaching staff that there is a policy and protocol should any bullying issues arise.
4. To make how to report bullying clear and understandable.
5. To spread the word that Velocity Swimming takes bullying seriously and that all swimmers and parents/caregivers can be assured that they will be supported when bullying is reported.

WHAT IS BULLYING?

Bullying is unwanted, aggressive behavior that involves real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Bullying results in pain and distress. Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose.

Bullying is the severe or repeated use, regardless of when or where it may occur, by one or more USA Swimming members of an oral, written, electronic or technological expression, image, sound, data or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination thereof, directed at any other member or participating non-member that to a reasonably objective person has the effect of causing physical or emotional harm to the other member or damage to the other member’s property.

1. Placing the other member in reasonable fear of harm to himself/herself or of damage to his/her property.
2. Creating a hostile environment for the other members at any USA Swimming activity.
3. Infringing on the rights of the other members at any USA Swimming activity.
4. Materially and substantially disrupt the training process or the orderly operation of any USA Swimming activity (which for the purposes of this section shall include, without limitation, practices, workouts and other events of a member club or LSC).

REPORTING PROCEDURE

An athlete who feels that he or she has been bullied is asked to do one or more of the following things:

- Talk to your parents/caregivers.
- Talk to a Club Coach, Board Member, or other designated individual.
- Write a letter or email to the Club Coach, Board Member, or other designated individual.
- Make a report to the USA Swimming Safe Sport staff.

There is no expressed time limit for initiating a complaint under this procedure, but every effort should be made to bring the complaint to the attention of the appropriate club leadership as soon as possible to make sure that memories are fresh and behavior can be accurately recalled, and the bullying behavior can be stopped as soon as possible.

HOW WE HANDLE BULLYING

If bullying occurs during team-related activities, we **STOP BULLYING ON THE SPOT** using the following steps:

1. Intervene immediately. It is okay to get another adult to help.
2. Separate the kids involved.
3. Make sure everyone is safe.
4. Meet any immediate medical or mental health needs.
5. Stay calm. Reassure the kids involved, including bystanders.
6. Model respectful behavior when you intervene.

If bullying is occurring at our club or it is reported to be occurring at our club, we address the bullying by **FINDING OUT WHAT HAPPENED** and **SUPPORTING THE KIDS INVOLVED** using the following approach:

FINDING OUT WHAT HAPPENED

1. First, get the facts.

- a. Keep all the children involved separate.
- b. Get the story from several sources, both adults and kids.
- c. Listen without blaming.
- d. Don't call the act "bullying" while you are trying to understand what happened.
- e. It may be difficult to get the whole story, especially if multiple athletes are involved or the bullying involves social bullying or cyberbullying. Collect all available information.

1. Then, we determine if it's bullying. There are many behaviors that look like bullying but require different approaches. It is important to determine whether the situation is bullying or something else. Using the USA Swimming definition of bullying:

- a. Determine if the behavior is bullying or something else, consider the following questions:
 - i. What is the history between the kids involved?
 - ii. Have there been past conflicts?
 - iii. Is there a power imbalance? *Remember that a power imbalance is not limited to physical strength. It is sometimes not easily recognized. If the targeted child feels like there is a power imbalance, there probably is.*
 - iv. Has this happened before? Is the child worried it will happen again?
- b. Remember that it may not matter "who started it." Some kids who are bullied may be seen as annoying or provoking, but this does not excuse bullying behavior.
- c. Once you have determined if the situation is bullying, support all the kids involved.

SUPPORTING THE KIDS INVOLVED

3. Support the kids who are being bullied

- a. Listen and focus on the child. Learn what's been going on and show you want to help. Assure the child that bullying is not their fault.
- b. Work together to resolve the situation and protect the bullied child. The child, parents, and fellow team members and coaches may all have valuable input. It may help to:
 - i. Ask the child being bullied what can be done to make him or her feel safe. Remember that changes to routine should be minimized. He or she is not at fault and should not be singled out. For example, consider rearranging lane assignments for everyone. If bigger moves are necessary, such as switching practice groups, the child who is bullied should not be forced to change.

- ii. Develop a game plan. Maintain open communication between the Club and parents. Discuss the steps that will be taken and how bullying will be addressed going forward.
- c. Be persistent. Bullying may not end overnight. Commit to making the bullying stop and consistently support the bullied child.

4. Address bullying behavior

- a. Make sure the child knows what the problem behavior is. Young people who bully must learn their behavior is wrong and harms others.
- b. Show kids that bullying is taken seriously. Calmly tell the child that bullying will not be tolerated. Model respectful behavior when addressing the problem.
- c. Work with the child to understand some of the reasons he or she bullied.
For example:
 - i. Sometimes children bully to fit in or just to make fun of someone is a little different from them. In other words, there may be some insecurity involved.
 - ii. Other times kids act out because something else—issues at home, abuse, stress—is going on in their lives. They also may have been bullied. These kids may need additional support.
- d. Involve the kid who bullied in making amends or repairing the situation.
The goal is to help them see how their actions affect others. For example, the child can:
 - i. Write a letter apologizing to the athlete who was bullied.
 - ii. Do a good deed for the person who was bullied, for the Club, or for others in your community.
 - iii. Clean up, repair, or pay for any property they damaged.
- e. Avoid strategies that don't work or have negative consequences:
 - i. Zero tolerance or "three strikes, you're out" strategies don't work. Suspending or removing from the team swimmers who bully does not reduce bullying behavior. Swimmers may be less likely to report and address bullying if suspension or getting kicked off the team is the consequence.
 - ii. Conflict resolution and peer mediation don't work for bullying. Bullying is not a conflict between people of equal power who share equal blame. Facing those who have bullied may further upset kids who have been bullied.
- f. Follow-up. After the bullying issue is resolved, continue finding ways to help the child who bullied to understand how what they do affects other people. For example, praise acts of kindness or talk about what it means to be a good teammate.

5. **Support bystanders who witness bullying.** Every day, kids witness bullying. They want to help, but don't know how. Fortunately, there are a few simple, safe ways that athletes can help stop bullying when they see it happening.
- a. Be a friend to the person being bullied;
 - b. Tell a trusted adult – your parent, coach, or club board member;
 - c. Help the kid being bullied get away from the situation. Create a distraction, focus the attention on something else, or offer a way for the target to get out of the situation. “Let's go, practice is about to start.”
 - d. Set a good example by not bullying others.
 - e. Don't give the bully an audience. Bullies are encouraged by the attention they get from bystanders. If you do nothing else, just walk away.

Appendix D - Equipment

Where to Find Equipment

All required equipment can be purchased through the **Velocity Team Store** on SwimOutlet:

[Velocity Swimming SwimOutlet Store](#)

Purchasing through this link not only ensures you get the correct equipment but also supports the team. Swimmers should have their equipment labeled with their name and bring it in a mesh bag to every practice.

Training Group	Required Equipment
Pre-Team 1	Kickboard, Long fins, Mesh bag
Pre-Team 2	Kickboard, Long fins, Mesh bag
Pre-Team 3	Kickboard, Long fins, Mesh bag
Rec Groups	Kickboard, Long fins, Mesh bag

Team Swimsuit & Arena Sponsorship

Velocity Swimming is proud to be an **Arena-sponsored team**. As part of this partnership, all athletes are **required to wear the official black Arena team suit at all meets** to create a unified team look and honor our sponsorship agreement.

- **Boys:** Black Arena **jammer** or **brief**
- **Girls:** Black Arena **one-piece**

For daily practice, swimmers may wear any comfortable training suit; Arena is encouraged but **not required**. Team suits and Arena gear can be purchased through the Velocity SwimOutlet store, and fitting days will be announced before the start of the season.