



2023-2024

**PARENT & SWIMMER
HANDBOOK
STROKE/CONDITIONING**



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INTRODUCTION

Welcome to the Brandywine Coatesville & Lionville YMCAs Stroke and Conditioning program! The coaches, swimmers, and families of the Stroke and Conditioning & Winter Swim Team programs are looking forward to meeting you and working with you throughout the swimming season.

Our first goal of our Stroke/Conditioning program is to prepare swimmers and their families as a bridge from non-competitive swimming into competitive swimming. It is also an outlet for those swimmers that would like to work on their stroke technique and keep in shape over the fall and winter months. Participation in meets is not required, but competitive opportunities will be offered and encouraged for those that would like to try swim meets.

The Stroke & Conditioning Program will be for swimmers ages 5-16. We will be offering two groups: 10 and Under and 11 and Over. There will be four sessions throughout the Fall, Winter and Spring. Stroke & Conditioning swimmers are encouraged to swim on our summer team. Stroke and Conditioning will be run by the BCLY Coaching Staff.

This handbook will help to familiarize your family with both Stroke/Conditioning and the Brandywine Coatesville & Lionville YMCAs Swim Team and competitive swimming in general for those interested in competing. You will be introduced to our coaches, philosophy, team policies, and the basic information concerning day-to-day participation in our BCLY program. It is our hope that this handbook will help you better understand and enjoy the inner workings of the Brandywine Coatesville & Lionville YMCAs and the world of amateur swimming.

Best wishes for a successful season,

**Brandywine Coatesville & Lionville YMCAs
Coaching Staff**



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STROKE & CONDITIONING POLICIES

❖ *Practice Groups*

1. The coaching staff spends several days creating the practice groups at the beginning of each season for both Stroke/Conditioning and our Winter Team.
 - We break down the groups not only based on ability but also by age within both programs based on the current demographic of the team.
 - We also have the groups set so there is not overcrowding in the lanes.
2. Therefore, if several swimmers are moving between groups, it will become a major safety concern in the lanes. Each swimmer may **ONLY** attend the practice group that they are assigned to. Swimmers may not swim in another practice group. This is to protect the integrity of each group and the safety of the swimmers. If you have an extenuating circumstance, please contact Coach Bryn.
3. Consequences for not attending the correct practice groups:
 - On the first offense the swimmer will be turned away from practice and Coach Bryn or Coach Kelly will send an email to the parents reminding them of the practice group policy.
 - The second offense, the swimmer will again be turned away from the incorrect practice group and their parents will be notified by email that this swimmer will not be allowed to swim in their next scheduled swim meet if they are competing. If the meet is an Y invitational, your invitational entrance fees will be forfeited.
 - The third offense, the swimmer will again be turned away from the incorrect practice group and their parents will be notified by email that this swimmer will not be allowed to swim in their next scheduled swim meet if competing and suspended from Stroke/Conditioning for one week. There will be no reimbursement of Stroke/Conditioning fees during the suspension and any meet fees will be forfeited.
 - After the fourth offense, the swimmer will be removed from Stroke/Conditioning for the remainder of the season. There will be no reimbursement of Stroke/Conditioning fees due to the removal from the team and any meet fees will be forfeited.

❖ *Practice Attendance*

1. We encourage swimmers to attend as many practices as possible. We do understand that swimmers also have other sports and activities so there are no repercussions if a swimmer misses a practice.
2. The coaching staff conducts practice in a positive atmosphere with an appropriate degree of discipline, reflective of the age and maturity of the swimmers. Although we realize swimming should be fun for all those who participate, everyone must understand that the goal of the coaching staff is to make all swimmers better swimmers.



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3. **Regular attendance at practices is part of the discipline of swimming and should become routine. Only through practice can a swimmer hope to reach established goals.**
4. **Both Stroke/Conditioning groups are encouraged to attend practice 2 days a week to see progress.**
5. **Parents of swimmers 11 and under must come into the Y with their swimmer(s) while they scan in their Y card and must be at the Y when their swimmers are completed practice.**
6. **Every swimmer should be on the pool deck ready to swim five minutes before the scheduled starting time for practices.**
 - **Swimmer MAY NOT play in the Main Pool prior to their practice (the ramp or pool).**
 - **10 & Under:** Please have them sit or stand near the bleachers at the shallow end of the pool.
 - **11 & Over:** Please have them sit or stand against the wall at the deep end of the pool.
 - **If you have your swimmer(s) swimming prior to or after practice in the Warm Pool and they are 14 & under they MUST get their green band from a lifeguard to swim.**
 - **Please make sure they are respectful of any programs going on in the Warm Pool.**
 - **Please do not send them into the main pool area more than 10 minutes early, we will ask them to go back into the locker room or find their parents.**
 - **Coaches on deck usually are coaching a group in the water and cannot be responsible for those in the water practicing and those waiting to get into the water.**
 - **We have had too many issues in the past where early swimmers are distracting the swimmers in the water and horse playing on the deck.**
7. **Swimmers should plan to stay the entire practice. Practices are designed for the allotted time and the last part of practice is as important as the first.**
 - **Repeated occurrences of coming late or leaving early will result in a loss of their spot in the Stroke and Conditioning program.**
8. **LATE POLICY**
 - **10 & Under:**
 - **Swimmers who are more than 10 minutes late (in the water) for practice will be turned away from practice.**
 - **11 & Over:**
 - **Swimmers who are more than 15 minutes late (in the water) for practice will also be turned away from practice.**
 - **Late swimmers interrupt the flow of practice. Many times, lane assignments are given prior to the start of practice and must be reassigned for late arrivals.**
 - **If there was an emergency or something out of your control, please email Coach Bryn to let us know that you are running late.**



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9. LEAVING EARLY

- **10 & Under:**
 - Swimmers who need to leave more than 10 minutes early are asked NOT to attend practice.
 - **11 & Over:**
 - Swimmers who need to leave more than 15 minutes early are also asked to NOT attend practice.
 - Swimmers leaving early distract others in their practice.
 - Swimmers must tell their coach at the beginning of practice if they need to leave early.
 - If a swimmer tells a coach that they need to leave practice too early for their practice group, they will be turned away from practice.
10. If your swimmer will be out of the water over an extended period with an injury or illness, please notify the coaching staff in person or through email so the coaching staff is aware of the problem.

❖ *Parent's on Deck*

PARENTS MAY NOT BE ON DECK DURING PRACTICE.

- Parents should not interrupt or talk to coaches or their swimmers on deck during the practice.
- Parents may sit in the mezzanine or along the windows outside the pool area in the lobby at LCY. Parents at BCY may watch from the glass door.
- The best form of communicating with the coaches is through Coach Bryn via email and then the communication can evolve from there.
- Parents cannot video practice from the mezzanine or windows. This is an Association rule, since there could be other members in the pool who do not want to be photographed.

❖ *Practice Equipment*

All practice groups are expected to be at their designated starting places with their practice equipment ready to start practice on time. Required standard equipment for all groups include a swimsuit (any make, any color), goggles, and swim cap (REQUIRED for anyone where their hair can get into their eyes or stuck in the lane lines).

❖ *Practice Behavior*

1. All swimmers are expected always to follow the verbal directions of the coaching staff. At no time will disrespectful attitudes be tolerated from any swimmer. When a coach signals that he/she is ready to explain a set or drill, a swimmer must stand up in the water and have eyes and ears open to accept directions. No talking will be allowed during explanations or announcements.



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2. Swimmers may leave practice only with the coach's permission.
3. Swimmers are encouraged to support their teammates in practice as well as in competition. Working together as a unit for the benefit of all individuals of the group is an important part of the BCLY spirit.
4. Failure to comply with the rules stated above can result in one of the following or immediate suspension of expulsion depending on the offense:
 - First offense: A verbal warning.
 - Second offense and later offenses: The swimmer will be asked to sit on the bench or leave practice, followed by a discussion with parents to discuss the matter.
 - Chronic offender: A parental meeting will be scheduled to discuss the concerns.

❖ *Swimmer's Code of Conduct*

The Code of Conduct is the standard of behavior that is expected of all BCLY swimmers. It is in effect while you are a BCLY Swimmer. (Stroke/Conditioning or the Team).

1. I will adhere to all rules and regulations and will refrain from illegal and inappropriate behavior that would detract from a positive image of the BCLY Swim Team or be detrimental to its performance objectives. This includes but is not limited to the following:
 - A. During practices, all swimmers are expected to conduct themselves in a manner that enables and promotes a learning atmosphere for everyone involved. Abusive language and behavior, or disrespectful acts toward teammates and coaches will not be tolerated.
 - B. Appropriate behavior is to be displayed in locker rooms and the entire facility before and after practices and meets. Inappropriate behavior includes throwing items, rude remarks, physical contact, and damage to the locker room area or any other area on the premises.
 - C. Sportsmanlike conduct is expected at all times. This includes showing respect for officials, competitors, teammates, coaches, and the public. A swimmer is a representative of the BCLY Swim Team at all times, and his/her actions reflect on the team in and out of the pool. Swimmers will seek and willingly receive instruction both in the skills of the sport and in proper sporting behavior and good sportsmanship.
 - D. The possession, sale, or use of alcoholic beverages, tobacco products, non-prescribed drugs, and/or hazardous objects is prohibited at all times.
 - E. Stealing is NOT permitted. No forms of vandalism or damage to any facilities or equipment used during a team function, whether at the Brandywine Coatesville YMCA, Lionville Community YMCA, or any other location, will be tolerated.
 - F. Littering of any kind at practices or meets will not be excused. Swimmers are expected to clean the team area after all team functions.



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- G. Team members are expected to behave in a responsible manner off and on the pool deck. Team members must refrain from any offensive action, words, texts, pictures or gestures, including any type of social media. This includes obscenities, disrespectful cheers, or other inappropriate forms of behavior. Swimmers will pay attention to the coaches and give her/him the respect s/he deserves.
2. Violations of this Code of Conduct will result in disciplinary action up to and including immediate expulsion or non-retention to the following year as determined by the coaching staff and the Regional Director of Aquatics. All expulsions are nonrefundable.

❖ ***Cancellation Policy***

1. **Registration fee**
 - A. This fee is non-refundable if your swimmer has opted to compete with the Winter Team.
2. **Session by Session Fee**
 - A. If you wish to cancel within the first two week of each session, your fee will be pro-rated for any reason for the withdraw from the program.
 - B. The winter only fee will only be pro-rated for cancellation after week two for medical reasons (with a doctor's note) or for family relocation.
3. **All FOUR Sessions Fee**
 - A. If you wish to cancel within the first four weeks of session ONE, your fee will be pro-rated for any reason for the withdraw from the program.
 - B. The All FOUR Session fee will only be pro-rated for cancellation after week four for medical reasons (with a doctor's note) or for family relocation. Please know swimmers are committing to a 32-week program.
 - C. Your fees will NOT be prorated after Session 3, since this is already a discounted fee.
4. **All FOUR Sessions + Summer Swim Team**
 - A. If you wish to cancel within the first four weeks of session ONE, your fee will be pro-rated for any reason for the withdraw from the program.
 - B. The All FOUR Session + Summer Swim Team fee will only be pro-rated for cancellation after week four for medical reasons (with a doctor's note) or for family relocation. Please note the winter season is more strenuous and time consuming than our Summer program, please know swimmers are committing to a 39-week program.
 - C. Your fees will NOT be prorated after Session 4, since this is already a discounted fee.



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ROLES IN BCLY PROGRAM

❖ *Parent-Swimmer-Coach Cooperation*

To have a successful program, there must be complete understanding and cooperation among parents, swimmers, and coaches. The progress your swimmer makes depends to a great extent on this triangular relationship. It is amazing how much a swimmer can progress in one season; however, there will be some ups and downs. It is with this in mind that we ask you to consider the following section carefully.

❖ *Parent Guidelines*

You as a parent have done a great deal to raise your child. You create the environment in which they are growing up. Your child is a product of your values, the structure you have provided and the model you have been. Human nature, however, is such that a person loses some ability to remain detached and objective in matters concerning his/her children. The coaching staff's experience has found that the following guidelines will help you keep your child's development in the proper perspective.

1. Every individual learns at a different rate and responds differently to the various methods of presenting skills. Some swimmers obviously take more time to learn. This requires more patience on the part of the parents and the coaches.
2. When an athlete first starts practicing, it is possible for him or her to worsen rather than improve. In the case of stroke/conditioning swimmers this might be due to the emphasis placed on stroke technique. It takes a great deal of attention to master these skills. These new sets of habits are the basis for later improvement once they reach the team level.
3. Our younger swimmers are the most inconsistent swimmers; this can be frustrating for the parent, coach and swimmer alike. We must be patient and permit these youngsters to learn to love the sport.
4. Parents must realize that slow development of competitive drive at an early age is normal and perhaps more desirable than forced early development. It is important that everyone learn to compete and develop some competitive spirit. It is also important for children to learn to adapt at reasonable levels of emotional stress. The small disappointments they must learn to handle as youngsters prepare them for the larger ones they are certain to experience as adults.
5. It is the coach's job to offer constructive criticism of a swimmer's performance. It is the parent and coach's job to supply recognition and encouragement to help the young athletes feel good about themselves. Parents' attitudes often dictate those of their children. A child might not be consciously aware of what is taking place while subconsciously absorbing powerful messages about their parent's desires. For example, be enthusiastic about taking your child to meets and practice, fund raising projects and meetings – don't look at these functions as chores.
6. If parents can offer insight on their child that will enable the coaching staff to work more effectively with that child, please be sure to contact Coach Bryn.



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7. If you have any questions about your child's training, contact Coach Bryn directly. Criticizing the coaches in front of the child undermines the coach's authority and breaks the swimmer-coach relationship necessary for maximizing success.
8. No parent should behave in such a way as to bring discredit to the child, the team, or competitive swimming. Any disagreement with a meet official should be brought to the attention of the coaches and will be handled by the coaches. If a parent does not follow this protocol, the swimmer could be dismissed from the team.
9. Be sure your child swims because he/she wants to. People tend to resist anything they "have to do." Self-motivation is the stimulus of all successful swimmers.
10. The communication between the coach and the swimmer is very important. A two-way relationship must exist daily at practice. It is imperative that the coach has the swimmer's full attention at these times. It is for this reason that we ask parents to watch practice only from the windows outside the pool area near the lobby or in the mezzanine of LCY or through the glass doors at BCY and not participate in coaching in any manner.

In general, it is best for parents to refrain from making stroke corrections or trying to coach their swimmer or other swimmers on the team. When parents interfere with opinions as to how the swimmer should swim, it causes considerable, and often, insurmountable confusion as to who the swimmer should listen to and respect. Parents are not allowed on deck during practice. If you differ with something, please discuss it privately with the Head Coach. If it comes to our attention that parents are attempting to coach swimmers on the team that are not their own children (which is also discouraged), the family will be removed from the team without a refund.

Remember that the attitude and behavior of the parents regarding their outlook on the sport has an important effect on the child. Every youngster can gain from his or her experience, whether positive or not, by striving to do better next time. The secret is not only to produce great swimmers, but also to produce great young people.

❖ *Parent's Code of Conduct*

Participation in the program indicates that parents and participants agree to abide by their respective codes of conduct, and that violation of their code is adequate grounds for removal from the program. In order to provide an atmosphere where our youth can develop into the citizens we want them to be all three elements – the coach, the parents, and the youth must be equal partners for change.

1. I will place an emphasis on the fun of participation and keep the emotional and physical well being of all the children ahead of my personal desire to win.
2. I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
3. I will require my child to treat other swimmers, coaches, fans, and officials with respect without regard to gender, race, religion, culture, or ability.



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4. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all swimmers, coaches, officials, and spectators at every meet.
5. I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting, refusing to shake hands; physical acts; or using profane language and gestures.
6. I will support and assist this experience however I can... by being a respectful fan, by volunteering at meets, etc.
7. I will not encourage any behaviors or practices that would endanger the health or well-being of the athletes.
8. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
9. I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a meets or his/her performance.
10. I will support coaches and officials by working with my child in order to encourage a positive and enjoyable experience for all.
11. I will praise my child for competing fairly and trying hard, and make my child feel like a winner every time.
12. I will never ridicule or yell at my child or other participants for making a mistake or losing a competition.
13. I will demand a sports environment for my child that is free of tobacco, alcohol, and drugs and I will refrain from their use at all sporting events and practices.
14. I will remember that youth sports are for the kids and not for the adults and will do my very best to make this experience fun for all of the children and parents involved.
15. If my swimmer is competing, I will respect the officials and their authority during meets and will never question, discuss, or confront coaches at the meet, and will take time to speak with coaches at an agreed upon time and place.
16. If my swimmer is competing, I will not approach the scorer's table or officials at any of our meets that we are attending unless I am acting in an official capacity at the meet. I understand that failure to abide by this will result in my swimmer being dismissed from the team.
17. I will refrain from coaching my child or other swimmers during meets and practices, unless I am one of the official coaches of the team.
18. I will pick up my child promptly after meets and practices, so the coach is not left in a compromising position with my child. Parents of swimmers 11 and under must come into the Y with their swimmer(s) to scan them in at the front desk and return inside the building prior to their conclusion of their practice.
19. I also agree that if I fail to abide by this code, I will be subject to disciplinary action that could include, but is not limited to the following:
 - Verbal Warning by official, head coach, and/or YMCA staff member
 - Written Warning
 - Parental meet suspension with written documentation of incident kept on file by YMCA and other involved organizations
 - Parental season suspension.



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❖ *Coach Responsibilities*

The coaches' job is to supervise the competitive swim program. The BCLY coaching staff is dedicated to providing a program for youngsters that will enable them to learn the value of striving to improve oneself to be the best they can be. Therefore, the coaches must be in total control of matters affecting training and competition.

1. The coaches are responsible for placing swimmers in practice groups. This is based on the age and ability of each individual. When it is in the best interest of a swimmer, he/she will be placed in a more challenging training group by the coach. Otherwise, they will swim with their designated practice group.
2. Sole responsibility for stroke instruction and the training regimen rests with the Brandywine Coatesville & Lionville YMCAs Stroke/Conditioning coaching staff. Each group's practices are based on sound scientific principles and geared to the goals of that group.
3. At meets, the coaching staff will conduct and supervise warm-up procedures for the team. It is the swimmer's responsibility to check-in with a coach before and after each race. The coaches will offer constructive criticism regarding the swimmer's performance.
4. The building of a relay team is the sole responsibility of the coaching staff.

The coaching staff is constantly updating and improving the BCLY program. It is the child's and parent's responsibility to make the most out of the excellent opportunity this program provides for success in swimming.

❖ *Coach's Code of Conduct*

1. I will provide an environment for my swimmers that are safe from physical and emotional harm.
2. I will treat each swimmer as an individual, keeping in mind the wide range of physical and emotional development within the same age group.
3. I will place the emotional and physical well being of my swimmers ahead of any personal or parental desires to win.
4. I will lead by example, demonstrating fair play and sportsmanship.
5. I will abide by the YMCA's code of conduct:
 - A. I will not subject any child to neglect or to mental, verbal, physical, or sexual abuse
 - B. I will not be alone with any child where we cannot be observed by others
 - C. I will treat all children equally without respect to gender, race, religion, culture, or ability
 - D. I will be a positive role model by maintaining an attitude of respect, loyalty, patience, courtesy, tact, and maturity



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- E. I will refrain from profanity and inappropriate jokes.
6. I will not hold extra, private or special practices.
7. I will use coaching techniques that are appropriate for all the ages and skill levels present.
8. I will seek and encourage parental participation at meets and any other team activities.
9. I will respectfully control the behavior of swimmers and parents by asking them to leave the deck should they become unruly or create an atmosphere that is not appropriate for the development of good sportsmanship.

❖ *Communication*

An important link of the swimmer, coach, and parent triangle is the parent-coach communication line. Parents are kept informed of activities through email and Go Motion (fka Team Unify).

If any questions or problems should arise, the lines of communication between the coaches and parents will always be open. Feel free to call or email the coaches about problems or suggestions concerning your child. It is very important that you let us know if there is anything we can do to aid your swimmer in his/her full enjoyment of the sport from which he/she will realize greater success. Methods of communication are as follows:

Website (<https://www.gomotionapp.com/team/makay/page/home>) – The website provides information on upcoming events, meets, philosophy, and changes in practice schedule.

Email – The coaching staff will send out weekly or biweekly emails to all team members active in Go Motion (fka Team Unify). These emails will contain updates, reminders, or immediate changes not located in your family file.

❖ *Video Equipment & Cellular Phone Policy*

In order to preserve the rights and privacy of our members, program participants and guests – video recorders, cameras, or any other visual recording devices are not allowed within the YMCA with the exception of public events where a family member is participating: (i.e., swim meets, youth sports activities, Healthy Kids Day, Fashion Show, Kid's Gift Day, etc.)

Visual recording devices are NOT PERMITTED in YMCA restrooms, locker rooms or changing areas. *Parents may NOT video or take pictures of their swimmers during swim team practice.* Video recording and picture taking during meets is acceptable.



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Anyone caught taking pictures of another person without their permission and knowledge will be prosecuted to the full extent of the law by the YMCA and may lead to the termination of their membership.

SWIM MEET INFORMATION

This section is **ONLY** for those that have paid the registration fee to compete.

❖ **MEET REQUIREMENTS:**

- For Stroke and Conditioning there are no requirements to swim in meets.
- However, if your swimmer would like to attend the banquet, our Divisional Championships and receive a team gift, they **MUST** commit and swim in TWO dual meets this season.

❖ **NON REFUNDABLE REGISTRATION FEE:**

- Registration Fee includes:
 - ONE Team Cap
 - ONE Team T-Shirt
 - Team Gift – **ONLY** if the swimmer swims in TWO Dual Meets

❖ **MEET CLASSIFICATIONS:**

- **Penn Del Swim League**– The BCLY Sea Turtles will be swimming in the Penn Del Swim League. We compete against other YMCAs in the area. These dual meets will either be held at the Lionville Community YMCA or at another participating pool. We encourage all swimmers to attend these dual meets. These meets help promote team unity as all swimmers receive the opportunity to participate. The coaching staff will choose the swimmer's events for dual meets. Swimmers must swim in 2 dual meets in order to swim at the League Championships, Charlie Hartley, YMCA Districts, YMCA States and YMCA Nationals.
- **Penn Del Swim League Championships**– Swimmers who participate in a minimum of three dual meets are eligible to swim in the league championships. This is a team rule not a league rule.
- **Charlie Hartley Silver Championships**– Swimmers who **do not** qualifying for Districts will be offered the chance to attend this meet. This meet is a celebration for those swimmers to cap off their season and a last chance qualifying meet for Districts. If a swimmer has 3 or more District qualifying times, they may not attend this meet.
- **YMCA East District Championships**– Swimmers (8 and older) meeting qualifying time standards for this meet will travel to compete against the best swimmers in the eastern part of Pennsylvania.



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Swimmers placing in the top 12 in an individual event or top 9 in a relay will qualify for the State Championships. Swimmers that qualify AND compete at Districts will receive a District/State T-Shirt and a District latex cap. Silicone caps can be purchased for an additional cost.

The qualifying times for Charlie Hartley and Districts
can be found (once we receive them) under their event page on Go Motion (fka Team Unify).

❖ ***Meet Scheduling***

1. The season's meet schedule will be posted on Go Motion (fka Team Unify) once it has been set with the League. This usually occurs in mid-late September.
2. The meet schedule has been established to allow each swimmer to compete and participate on a variety of levels. We do not schedule any meets unless we feel it is important to participate. You can sign in/out for each of our meets on Go Motion (fka Team Unify).
3. Please try not to overload your swimmer with too many meets or events within a meet. It is not good for their development and may result in premature burnout of the sport. If you have any questions regarding this, please contact Coach Bryn.
4. The coaching staff determines dual meet events. The BCLY coaching staff reserves the right to advise 12 & older swimmers of their events to swim in invitationals.

❖ ***How to Enter Meets***

1. All meets will be posted on Go Motion (fka Team Unify) under the Events tab. Once an event has been set, we will send out an invitation email to each swimmer for that meet. Please commit or decline to each meet for each of your swimmers.
2. A reminder email will be sent out one week prior to the meet event deadline.

❖ ***Payment for Invitationals***

1. The BCLY Swim Team prepays all meet fees so BCLY Swimmers can compete at invitationals. Refunds will not be given once the entry fees have been pre-paid to the host team and have been charged to Go Motion (fka Team Unify).
2. You must choose one of these options for payment this season:
 - A. Bank Account
 - B. Credit Card
 - C. Debit Card
3. Coach Kelly will send out a fee report for each invitational once we receive notification that we have been accepted into the invitational. Coach Kelly will also let you know when Go Motion (fka Team Unify) will be pulling the fees from your bank account, credit card or debit card.



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- There will also be a surcharge for all invitationals to help offset the cost of travel for coaches. This fee will be paid through Go Motion (fka Team Unify). Please see the chart below:

Away Meet / Invitational Swimmer Surcharges

Meet Type	Surcharge
YMCA/USA National Level Travel Invitational	minimum of \$30.00
YMCA/USA Travel Invitational (coach overnight stay)	\$ 25.00
YMCA/USA Local Invitational (no overnight stay)	\$ 15.00
Penn-Del Dual Meet	\$ -
Summer League Dual Meet or Invitational	\$ -

❖ Meet Procedures for Dual Meets and Invitationals

- Check ALL meet entry invitations as soon as they are emailed out. This ensures that a swimmer is entered in the meet and they know what events they are entered.
- Plan your travel time so that you arrive at the pool at least 15-20 minutes prior to the warm-up time. It is important that the swimmer has appropriate time to warm-up and become accustomed to the facility.
 - If your swimmer misses warm-ups, they will be scratched from the meet. The only exception is if you contact Coach Bryn prior to warm-ups due to traffic or a previous engagement.*
- Wear the proper team uniform. Swimmers MUST wear their team suit and a BCLY cap to race for all dual meets. Latex BCLY caps will be distributed to each swimmer at the beginning of the season. We encourage the swimmers, while on deck, to wear a BCLY team t-shirt (these will also be distributed prior to our first meet). You are representing the Brandywine Coatesville & Lionville YMCAs and should be proud to support your team.
- Please review the line-up at the beginning of each meet to familiarize yourself with your swimmer's events. The coaching staff will choose the events for the swimmers in dual meets. The staff tries to switch up swimmer's events to make them well balanced.
 - We make sure we do not put swimmers in events that we know they cannot physically swim due to an injury OR if they are illegal.
 - Swimmers may not ask to be taken out of an event simply because they do not want to swim it. Please encourage your swimmers to believe in themselves and be as positive as you can when they do not want to swim an event.



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- Our philosophy here at BCLY is to have well rounded swimmers and they should not be swimming the same events each weekend. We are also preparing them for what lies ahead when they swim high school or possibly college.
 - If a swimmer habitually misses an event because they do not want to swim an event, they will be suspended from their next dual meet.
5. Each BCLY swimmer is responsible for knowing which events he/she is swimming, for being present at the start of the event, and for knowing what time to swim. We will have parent volunteers assisting those 10 & Under with lining up for their events. Those 11 & Over are responsible for themselves.
 6. Before reporting to the blocks, a swimmer should talk with a member of the coaching staff to review race strategy and goals.
 7. At the end of the race, the swimmer should ask the lane timers for the stopwatch time. All swimmers are to report immediately to the coaching staff. This gives the coaches an opportunity to discuss the race with each swimmer and add positive comments concerning splits, stroke technique, and race strategy.
 8. At most meets, electronic timing is used. The official timer generally is the one recorded in the computer as the swimmer touches the touch pad. This time will appear on the scoreboard. If a swimmer misses the touch pad or there is a mechanical failure, various back-up times may be used. The timing and scoring personnel analyze all times to determine the official times, which are then posted as final results.
 9. Between races, swimmers are asked to sit on deck (or in team area) with the team, rest, and stay warm. Our goal is for all energy to be stored and used in competition. If swimmers eat during the competition, a light nutritious snack is recommended. Do not wander off in between races or sit in the stands with family members.
 10. It is very important to check with the coaching staff prior to leaving a swim meet to make sure that the swimmer has not been placed on a relay.
 11. Swimmers may **NOT** attend any meet (USA, Dual, Invitational, etc) without a BCLY coach present. No exceptions. Failure to abide by this rule could result in your swimmer being removed from the team without a refund.

❖ *Scratching at the Dual Meets and Invitationals*

1. Swimmers should swim all events in which they are entered. Our goal as a coaching staff is to make the swimmer well rounded and to prepare them for High School swimming.
2. A swimmer may not scratch (withdrawal) himself/herself from an event. Only the coach in charge of the meet may scratch a swimmer from an event.
3. If a swimmer scratches without a coach's approval, they can be suspended from practice or from Stroke/Conditioning or the Winter Team.

❖ *Behavior at the Dual Meets and Invitationals*

1. Whenever and wherever a Brandywine Coatesville & Lionville YMCAs swimmer wears any item of the team uniform, the individual should remember that his/her actions and words reflect on the team they represent, and they should behave accordingly. Let your actions reflect the pride you have in the BCLY organization.



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2. As a matter of courtesy to the officials and meet hosts, parents must stay off the deck and competition venue unless they are competing or servicing in an official capacity (timer, place judge, official, etc.).
3. All questions swimmers or parents may have concerning meet results, an officiating call, or the conduct of a meet should be referred to the coaching staff **ONLY**. If appropriate, the coach will pursue the matter through the proper channels.
4. As a matter of pride, leave the BCLY team area in a neat and clean condition at the end of the meet.
5. Swimmers should swim all events in which they are entered. If a swimmer no shows for an event without telling a coach, they may be suspended from their next dual meet or invitational.
6. Swimmers will be expected to swim in ALL final sessions in which they qualify.
7. Trash-talking or bullying at any type of meet/invitational is unacceptable. If a swimmer is accused of this the situation will be investigated. If it is found that a swimmer has been trash-talking or bullying another swimmer whether it be a BCLY swimmer or any other team at a meet/invitational they may be suspended or removed from the team without reimbursement.

VOLUNTEERING REQUIREMENTS

**This section is ONLY for those that have
paid the registration fee to compete.**

1. We cannot run swim meets without the help of our parents. Parents act as officials, timers, snack-bar workers to name but a few of the jobs to be done at every meet.
2. Volunteers sign up on Go Motion (fka Team Unify).
3. It is expected that at least one parent from each family will volunteer at least **ONCE** during the winter swim program. If you also have a swimmer in a team group, this requirement is **TWICE**.
4. In practice we find that once parents start volunteering and become familiar with their roles, they volunteer many times.
5. As well as being essential to running our competitions, volunteering is a great way to be involved in your child's activity and get to know coaches, swimmers and other parents.
6. All volunteers will be required to comply with the YMCA's policies regarding volunteering and background checks. Many parents will find these are already in place for volunteering in schools
7. If you are interested in becoming an official, please contact Ken Burk, Head Regional Official at kburk@dasd.org .

