



Life Time Swim Team (LIFE) Team Handbook

Welcome to Life Time Swim Team! We are so excited to have you join the swim team. This informational packet was created by the LIFE team as a guide to help you navigate through all of the things you'll need to know to get you and your swimmer(s) off to a great start.

If you have any questions, please don't hesitate to contact any of the LIFE coaching or management team. Again, welcome to LIFE – we wish you and your swimmer(s) the best of luck!

Team Philosophy

Each swimmer is encouraged to pursue their goals and ability. The sport of swimming is something that each person can take with them for life. We want each swimmer to learn qualities such as: dedication, determination, time management, goal setting, team work, and sportsmanship.

Team Mission

To provide quality training environment for all swimmers within a structured progression to ensure each swimmer reaches their individual potential.

Sport of Swimming

The four competitive strokes are butterfly, backstroke, breaststroke and freestyle. In addition to those events, there is the individual medley (IM) event, which features all four strokes in one race in the order previously listed. There are also relay events that consist of four swimmers. There are freestyle relays, where all four swimmers swim freestyle; and there are medley relays, where each of the four swimmers swims one of the four strokes in the order of backstroke, breaststroke, butterfly, freestyle.

Our swimmers compete in different age groups and meets depending on their achievement level and how old they are on the FIRST DAY OF THE MEET. Nationally recognized age groups are 10 and under, 11-12, 13-14, 15-16, 17-18 and Senior (or Open, which is open to any age swimmer). Local meets may also feature events for 8 and under swimmers.

Meets are conducted in one of the three "courses" (pool sizes). A short course pool is either 25 yards (SCY) or 25 meters (SCM). A long course pool is 50 meters (LCM). The short course season goes from September to March and the long course season goes from April through August. The international standard used in the Olympics is 50 meters (LCM). The NCAA College Championships are conducted in



SCY or SCM. All world records are accomplished in 25 meter and 50 meter pools. USA Swimming maintains records for 25 yards, 25 meters and 50 meters.

The technical rules of swimming are designed to provide fair and equitable conditions of competition and to promote uniformity in the sport. Each swimming stroke has specific rules designed to ensure that swimmers do not get an unfair competitive advantage over another swimmer. The technical rules for each stroke may be found in the publication "USA Swimming Rules and Regulations" on the USA Swimming website.

USA Swimming

USA Swimming is the national governing body for swimming in the United States. USA Swimming is composed of 60 swimming associations (Local Swim Committees or LSC's). As a USA registered athlete, swimmers will be given a unique identification number, which will follow them throughout their swimming career. This number is composed of the swimmer's birth date, the 1st three letters of his/her 1st name, middle initial, and the 1st four letters for their last name. (For example, if Rachel Elizabeth Harden, born December 31, 1923, was a USA registered swimmer, her swimmer ID would be; 123123RACEHARD). If your swimmer does not have a middle name, then an asterisk will be in that place.

USA Swimming offers a variety of programs that are geared to all levels of swimmers, from youngsters learning to swim to world-class athletes. The USA Swimming Age Group program is designed to benefit younger athletes in the early stages of their competitive swimming careers while preparing them for senior, college, national, and international Level swimming. Age Group Swimmers participate in local, regional, and national level meets and various championships. Regionally, zone meets are held in four areas of the country at the end of each short course and long course season. The swimmers progress from local age group or senior championships, to zone championships and/or sectional championships, to junior or senior nationals, and then on to various international championship meets. The local championship meets begin to prepare our swimmers for the national championships and beyond. The senior national championships and specially conducted trials are used to select swimmers for the United States National Team including the Pan-American, Pan Pacific, Olympic Games, World Championships, and other international competitions.

Swim Level Information and Swimmer Progression Life Time Swim Team

Developmental 1

Designed for the swimmer who has completed swim lessons and is looking to continue to fine tune their technique as well as start to increase their yardage. 1:10 coach-to-swimmer ratio. Practice expectation: 2x/week.

Age: 5 and up

Practice: 2x/week @ 45min

Focus: Drills/ Technique (90%), Endurance (10%), Increase kick strength and ability across all 4 strokes

Meet Attendance: Region specific. Developmental 1 swimmers do not attend USA Swimming sanctioned meets.

Goals: Healthy Way of Life, Stroke improvement, Enjoyment, Ability to move to Developmental 2 or Bronze



Equipment: Cap, Goggles, Competition appropriate one-piece suit (F) or jammer (M), Waterbottle
Requirements: Complete 601, 50 free, 50 back, 25 breast, 25 fly, working toward legal technique

Developmental 2

Designed for the swimmer who has completed Developmental 1 and is looking to reinforce legal technique, turns, and finishes, as well as increase their yardage. 1:10 coach-to-swimmer ratio. Practice expectation: 2x/week.

Age: 5 and up

Practice: 2x/week @ 60min

Focus: Drills/Technique (85%), Endurance (15%), Reinforce legal technique, turns, and finishes

Meet Attendance: Region specific. Developmental 2 swimmers do not attend USA Swimming sanctioned meets.

Goals: Healthy Way of Life, Stroke improvement, Enjoyment, Ability to move to Bronze, Legal technique, Familiarity with swimming terminology

Equipment: Cap, Goggles, Competition appropriate one-piece suit (F) or jammer (M), Waterbottle

Requirements: Complete Developmental 1, 50 free, 50 back, 25 breast, 25 fly, Legal free and back, Working toward legal fly and breast

Bronze

Designed for the swimmer who has completed Developmental 2 (or has completed a tryout and been recommended for this level) and is looking to continue to progress their technique and endurance. USA Swim Meet participation is introduced at this level. 1:15 coach-to-swimmer ratio. Practice expectation: 3x/week.

Age: 6 and up

Practice: 3x/week @ 60min

Focus: Drills/Technique (80%), Endurance (20%)

Meet Attendance: Expected

Goals: Gain experience racing in sanctioned meets, Ability to move to Silver, Legal technique, Continue to progress technique and endurance, Knowledge of how to use the pace clock

Equipment: Cap, Goggles, Competition appropriate one-piece suit (F) or jammer (M), Waterbottle, Kickboard, Fins, Pull buoy

Requirements: Life Time Swim National Test Set Standards

Silver

Designed for the dedicated swimmer who has completed Bronze (or has completed a tryout and been recommended for this level) and is looking to continue to refine their stroke and technique. USA Swim Meet participation is expected at this level. 1:20 coach-to-swimmer ratio. Practice expectation: 4x/week.

Age: 9 and up

Practice: 4x/week @ 75-90min

Focus: Refining strokes and techniques, Competition based

Meet Attendance: Expected

Goals: Ability to move to Gold, Attendance based (4-5 days/week unless otherwise agreed upon)

Equipment: Cap, Goggles, Competition appropriate one-piece suit (F) or jammer (M), Waterbottle, Kickboard, Fins, Pull buoy

Requirements: Life Time Swim National Test Set Standards



Gold

Designed for the competitive swimmer who has completed Silver (or has completed a tryout and been recommended for this level) and is looking to continue to refine their stroke and technique. USA Swim Meet participation is expected at this level. 1:25 coach-to-swimmer ratio. Practice expectation: 5x/week.

Age: 11 and up

Practice: 5x/week @ 90-120min; Dryland at least 3x/week

Focus: Refining strokes and techniques, Competition based

Meet Attendance: Expected

Goals: Ability to move to Senior, Attendance based, Work toward JO/State/Section meet cuts

Equipment: Cap, Goggles, Competition appropriate one-piece suit (F) or jammer (M), Waterbottle, Kickboard, Fins, Pull buoy, Paddles

Requirements: Life Time Swim National Test Set Standards

Senior

Designed for the competitive swimmer who has completed Gold (or has completed a tryout with one of our skilled coaches) and is looking to continue to refine their stroke and technique. USA Swim Meet participation is expected at this level. 1:30 coach-to-swimmer ratio. Practice expectation: 6x/week.

Age: 12 and up

Practice: 6x/week @ 120min; Dryland at least 3x/week

Focus: Refining strokes and techniques, Competition based

Meet Attendance: Expected

Goals: Attendance based, Work toward JO/State/Section meet cuts

Equipment: Cap, Goggles, Competition appropriate one-piece suit (F) or jammer (M), Waterbottle, Kickboard, Fins, Pull buoy, Paddles

Requirements: Life Time Swim National Test Set Standards

Coach's Responsibilities

The coach's job is to supervise the entire competitive swim program. The LIFE coaching staff is dedicated to providing a quality competitive program for each swimmer.

1. The coaches are responsible for placing swimmers in practice groups. This is based on age, demonstrated merit, and coach's recommendation. Coaches reserve the right to place a swimmer in a more challenging group when it is in the best interest of the swimmer.
2. Responsibility for stroke instruction and the training regimen rests with the LIFE coaching staff. Each group's practices are based on current techniques and coaching philosophy and are geared to the goals of that group.
3. The coaching staff will make the final decision regarding which meets swimmers will attend and which events a swimmer will compete in. Please see the **Meet Entry** section for more information.
4. At meets, the coaching staff will conduct and supervise warm-up procedures for the team. The coaches will be solely responsible for offering racing strategies, technical instruction, and constructive criticism regarding the swimmer's performance. All relay teams will be determined by the coaches.
5. All team communication will come from the coaches via the Team Unify website.



Swimmer Expectations

1. Workout and Meet Attendance:
Each training group has either specific attendance goals or a mandatory number of practices a swimmer must attend. It is the responsibility of the swimmers and parents to familiarize themselves with the attendance goals of their specific group.
2. Please arrive to each practice on time and ready to swim. Equipment should be ready to go before practice starts.
3. Appropriate Practice Apparel:
All swimmers should be wearing a swimming suit appropriate for training; no shorts or shirts are permitted during practice. It is recommended that all swimmers wear caps.
4. Listen and follow the coaches' instructions
5. Follow Pool Rules
6. Be courteous and respectful to other patrons of the pool, your teammates, and your coaches
7. Strive to become a better athlete at each practice
8. Encourage your teammates toward excellence. Be a team "builder", not a team "divider"

Parent Expectations

1. Parents are strongly encouraged to volunteer their time to help with the development of the team through swim meet assistance, setting up, safety chairman, referee, meet official, etc. and helping with season banquet, or other team activities that require planning, set up and clean up.
2. Parents are welcome to observe workouts; however, they are asked to stay in the designated seating areas at the pool.
3. Please refrain from coaching your child from the side or the chairs. Each swimmer needs to focus on their coach and should never be distracted during practice. Parents should support their children by encouraging them during races, after races, and at home after practice.
4. Video and pictures are allowed at swim meets as long as you disable your flash and do not stand in front of other coaches, safety marshals, timers, or officials during the meet.
5. Never approach meet management, officials, or safety marshals during a swim meet. Communicate all suggestions and questions to LIFE swim coaches only.
6. Please do not attempt to engage the coaching staff in conversation while they are on-deck during practice to minimize distractions for both the coaches and swimmers. If you need to talk with a coach, please either call/text a coach, email a coach, or wait and plan a meeting time with a coach after practice is over and the kids are away from the pool. Communicate via email, text, or voicemail if you need to set up a specific time to talk with the coach. Coaches are typically available 15 minutes before or after practice or in between practices, and feedback is encouraged and appreciated.
7. Parents must keep their accounts with Life Time in good standing. Please keep us informed of any changes to your personal or billing information.
8. Parents are encouraged to download the Meet Mobile app to view up-to-the-minute information on your swimmer's events.

Training Equipment

1. Swimmers are required to bring specific training equipment to each practice. It is the swimmer's responsibility to make sure that equipment is present and ready for use at each practice.
2. Please refer to the Equipment List located on the Team Unify website for specifics about equipment.
3. LIFE is a Speedo sponsored team and therefore we encourage all LIFE swimmers to purchase Speedo products whenever possible.



Swim Meet Sign-up

The LIFE coaching staff wants to ensure that the first meet you attend is a great experience for you and your swimmer. As a new LIFE member, you should receive access to the Team Unify website to register your swimmer(s) in upcoming swim meets. As swim meet registrations approach, you will receive an informational e-mail requesting you to commit, or not commit your swimmer in the upcoming meet.

1. Sign on to the team website with your email and password. If you have not set up or received a password, contact your coach.
2. Go to the "Swim Meets" tab at the top or on the right of the Home Page to Meets/Events.
3. Find the event you want to enter and click on "Attend this Event". If you want more info on the meet, click on the name of the event and find the meet information link under the information section. The meet information will tell you the location of the meet, order of events, etc. Also note when you click on the meet that we will have listed if this is an "All Team" event or which specific groups should attend. If you have any question as to whether your swimmer should attend a meet, please email your coach.
4. Your account will show up with your swimmer's name at the bottom.
5. Click on the swimmer's name.
6. You will be taken to "Athlete Event Signup-By Day/Session"
7. Under "Sign-up" record, click on the drop down arrow on the right of box.
8. Select either "Yes, please sign (name) up for event" or No, thanks, (name) will not attend this event".
9. You will not need to check boxes for days/sessions. Make a note in the notes sections of any days you are unable to attend if this is a multi-day meet.
10. Click "save changes" on bottom right of page.
11. You will be asked if you really want to save changes. Click "Ok."
12. You will be brought back to event signup page and a red check will appear next to the word "Committed" next to your swimmer's name. If the red check does not appear, you may have forgotten to click "save changes." In this case, go back and repeat steps 3-12.
13. If you have multiple swimmers to enter in a meet, repeat steps 5-13 for each swimmer.

Once you commit to a meet and entries are submitted, you will be charged the fee for that meet. Parents forfeit any meet fees if a swimmer is scratched or does not show up for the meet. Also, be aware of "deadlines" for committing to the meets. Once the deadline passes, we will not be able add or remove any swimmers.



Swim Meet Checklist

Below are some of the items you should bring with you to every event:

- 2 goggles (just in case a strap breaks)
- 2-3 towels (you'll want to keep your swimmer warm in-between events)
- Spare swim cap
- Sharpie, Pen/Pencil, and Highlighter (these are for the parents)
- Change of clothes for after the meet (most venues provide showers for the swimmers)
- Games or cards (some meets will have a large number of swimmers so keeping your swimmer occupied during down time is always a good idea)
- Most venues provide a concession stand , but it is always a good idea to pack snacks to help re-fuel such as:
 - Water, water, water
 - Fruit
 - Bagels
 - Energy bars/Gatorade
 - Nuts

What to expect at a Swim Meet

1. Team Uniform

LIFE swimmers will all be wearing:

- LIFE Team Cap
- LIFE Team T-Shirt
- LIFE Team Suit

It is very important that each swimmer is a recognizable LIFE swimmer.

2. Warm ups

Swimmers should arrive at the competition pool 30 minutes before the beginning of the warm up session. The warm up is an essential part of a successful performance.

3. Team Area

Look for the Life Time Swim banner to find the area where LIFE swimmers will sit together as a group. This helps to foster team unity and create a team atmosphere. Also, it allows the coaches to locate the younger swimmers easily and help them be ready for their events on time.

4. Before and After Each Race

Swimmers are asked to meet with their coach before and at the conclusion of each race they swim. This allows the coach an opportunity to discuss the race, as well as offer constructive comments regarding splits, stroke technique, race strategy, etc. If a warm down area is available, swimmers should warm down after each race.

5. Dismissal

Please check in with your coach prior to leaving the meet, even if your child has finished their events.



USA Swimming Policies

Athlete Protection Policies:

<https://www.usaswimming.org/articles-landing-page/2017/04/06/2017-athlete-protection-policies>

Electronic Communication Policy:

https://www.teamunify.com/Itf/UserFiles/Image/QuickUpload/electronic-communication-policy-of-the-life-time-swim-team_089925.docx

Safe Sport Policies:

https://www.teamunify.com/Itf/UserFiles/Image/QuickUpload/electronic-communication-policy-of-the-life-time-swim-team_089925.docx

Code of Conduct:

https://www.teamunify.com/Itf/UserFiles/Image/QuickUpload/code-of-conduct_059645.docx

