



Team Handbook

STRUCTURE AND GOALS

The Waves of Wilmington Swim Team (WOW) is a year-round swim team program serving the Cape Fear tri-county area of New Hanover, Pender, and Brunswick counties. The program serves swimmers age 5 years and older. WOW is a member of USA Swimming, Inc. (USA), North Carolina Swimming, Inc. (NCS), and the East Carolina Swim League (ECSL).

The program assists swimmers in reaching personal goals in the sport of swimming. It is designed to develop competitive swimmers who value both teamwork and individual accomplishment. WOW's year-round swim program instills: commitment, dedication, self-discipline, time management skills, and self-confidence. These characteristics, developed through team-work and goal-setting, carry over beyond the pool.

ORGANIZATIONAL STRUCTURE

WOW is a non-profit corporation organized and operating according to North Carolina law. Its members serve as the club's foundation and power. WOW's Board of Directors (BOD) are elected from the club's membership and serve as the governing body. BOD's parameters are outlined in the bylaws. The BOD develop policy, set budgets, and conduct the club's business to ensure its efficient operation. The BOD normally meets one time per month. Club members and WOW parents can attend any open board meeting. Open meetings, minutes of past meetings, and WOW's organizational by-laws are located on the team's website at www.swimwow.com

TAX STATUS

WOW is organized as a non-profit corporation under North Carolina law. It has been granted tax-exempt status by the IRS and the state of North Carolina. Any contributions made to WOW are considered charitable contributions, which may be deductible for income tax purposes. Individuals should consult a tax professional regarding the applicability of deductions

EQUAL OPPORTUNITY COMMITMENT

WOW is an equal opportunity employer and a non-sectarian swim team committed to full and open enrollment to all swimmers, regardless of race, religion or gender. We operate under the broad principals of USA Swimming, Inc., the national governing body for competitive swimming in the USA (www.usaswimming.org), and adhere to the by-laws, policies and procedures of North Carolina Swimming (www.swimnc.org), one of 59 LSC's (Local Swimming Committee) within the USA Swimming organization.

COACHES

The WOW Coaching Staff is seasoned, competent, and supportive. They strive to be approachable and instrumental in each swimmer's journey to achieve their swimming potential. Parents are welcome to contact their swimmer's coach before or after practice. However, please do not interrupt them during practice so each swimmer can get the attention and quality coaching they invested in when joining WOW.

TRAINING PROGRAM AND PRACTICE SITES

WOW holds its practices at:

- 1) **UNCW David B. Allen Natatorium** located on campus. As visitors on campus, swimmers and parents are asked not to wander around the Trask Athletic complex. Parents must supervise younger children. ***There is a spectator area above the pool deck that should be used by individuals wishing to stay at the Natatorium during practices.***
- 2) **Nir Family YMCA** located at 2710 Market St. As visitors, swimmers and parents are asked not to wander around the YMCA complex without a membership. Parents must supervise non-swimmers.

During the summer months, WOW participates in North Carolina Long Course (50 meter) swim meets. WOW may occasionally hold practices at various outdoor pools or open water venues, to enrich the swimming experience. This information, when it is finalized, will be sent out to the membership and posted on the WOW website.

PARKING FOR WOW PRACTICE

Parking for WOW members at UNCW is restricted to Trask Lot. If you park anywhere else, you risk being ticketed. Trask Lot is located off Wagoner Dr., just south of Trask Coliseum.

ATTENDANCE

WOW's coaching staff expects swimmers to attend practice consistently. Communication between swimmers, parents, and coaches is important for our staff to be able to do an effective coaching job. If a swimmer has an injury/illness that will limit/affect their attendance or ability to practice, please contact your child's coach and keep them informed. For some practice groups, specific attendance requirements must be met for swimmers to remain in their assigned group. Failure to meet those requirements could result in practice group changes at the discretion of the Head Coach.

COMPETITIVE TRAINING PROGRAM AND TEAM STRUCTURE

Age Group I: Swimmers aim to become technically proficient in all 4 strokes and refine starts, turns, and underwater techniques.

Age Group II: Practice group that maintains a strong focus on stroke technique while introducing speed, race strategy, and goal setting. Swimmers aim to qualify and compete at NC State Championship meets.

Age Group III: Advanced practice group where stroke technique remains as the focal point with advanced skills and race strategies becoming more centrally themed. Swimmers aim to qualify and compete at the NC State Championship level and higher.

Age Group IV: Advanced training group where goal setting, race strategy, and endurance training are central themes with swimmers aiming to qualify and compete at the NC State Championship level and higher.

Senior I: Training group for swimmers looking to refine proper stroke technique, build endurance and speed, and compete at the state level.

Senior II: Advanced training group for swimmers looking to qualify and compete at the NC State Championship level and higher.

Senior III: Advanced training group for swimmers looking to qualify for National level swim meets. Swimmers in this group are expected to epitomize WOW swimming.

Group Progression

Coaches use ***Athlete Progressions*** as an evaluation tool to determine when a swimmer is ready to move into a new group. Attendance, meet participation, maturity, leadership, and space availability are also considered in each athlete's group progression. Athletes are moved up when ready, anytime during the season. Coaches

do their best to keep swimmers in their peer groups as they grow in the program. All placement decisions are made at the discretion of WOW coaching staff. Please direct any questions you have regarding your swimmer's placement to the group coach and/or the Head Coach.

REQUIRED TRAINING EQUIPMENT

All WOW swimmers are asked to wear a WOW team suit in competition and use the equipment offered through the team website. Equipment must be brought to each practice and cannot be left at the pool overnight.

CORRESPONDENCE

All WOW invoicing is done electronically via the email address you provide at registration. Should you have any question regarding your monthly invoice please reply to the WOW Treasurer at treasurer@swimwow.org. Should your email address change over the course of the season, please update your Team Unify account immediately.

SWIM MEETS

1. MEET PARTICIPATION

WOW is a competitive swim team so attendance at meets is essential. All swimmers are encouraged to participate in a portion of the available swim meets. We participate in USA Swimming sanctioned meets. A list of meets the team participates in will be posted on the website. Your swimmer's coach will help advise you on which meets and events are appropriate for your swimmer.

2. MEET ENTRIES

Meet specific information will be posted on the team's website when made available from the meet host and invitations for entry will be emailed to eligible swimmers. Swimmers must indicate their intention to attend the meet and sign up for the events they wish to swim at the competition. If you have questions about which events are most appropriate for your swimmer, please talk to your coach.

After registering for the meet, the coaching staff will review the entry, make any necessary changes, and approve it for export to the meet host. All meet fees will be invoiced to your account and will appear as a separate line item on your monthly invoice. If you have any questions regarding the meet fees on your invoice, please contact the WOW Treasurer.

3. MEET REQUIREMENTS

All WOW swimmers are required to wear team suits and team caps during competition and team apparel on deck. **Only swimmers 13 & older are allowed to wear “tech” suits.**

Swimmers will wear tech suits only at meets approved by their coach.

Team travel trips require a minimum of 80% practice attendance to be eligible to participate.

SWIM MEET OFFICIALS

Sanctioned swim meets are required to be run by trained and certified meet officials. Typically, a referee, starter, administrative official and four stroke and turn judges are the minimum complement of officials needed to conduct a meet. Officiating at swim meets offers parents an excellent way to participate in swimming. It is essential that there are a sufficient number of officials from WOW to have well run swim meets. WOW encourages parents to get involved with officiating and will cover any costs associated with successfully completing the online testing, registration, and background checks that are required for officials after one full year of service. Please contact the team's officials coordinator prior to completing requirements.

The USA Swimming Officials Program is conducted through the North Carolina Swimming Association. Certification training includes a 2-hour stroke and turn clinic, completion of a written test (open book) and apprentice work on deck at swim meets. Membership in the USA Swimming Inc., is also a requirement for USA officials. The officials program covers officiating at all levels from local invitational meets to the Olympic trials.

TRAVEL POLICY

If a parent does not plan to attend a meet and wishes to have their swimmer travel with another team parent or responsible adult (21 or over), their swimmer is expected to be under the supervision of a responsible adult (21 or older) at all times. This policy applies to all members of the WOW Swim Team who have not yet reached their 18th birthday.

SAFE SPORT

WOW supports the USA Swimming Safe Sport Program for all members of the team. Parents and swimmers are required to visit USASWIMMING.ORG to learn more about this program, and complete the free online training at: www.usaswimming.org/safesport

ANTI-BULLYING POLICY

All parents and swimmers of Waves of Wilmington are subject to and must comply with the Waves of Wilmington Anti-Bullying Policy. A copy of the Waves of Wilmington Anti-Bullying Policy can be found at the WOW website.

ELECTRONIC COMMUNICATION POLICY

Purpose: Waves of Wilmington recognizes the prevalence of electronic communication and social media. Many of our swimmers use these means as their primary method of communication. Our club recognizes the risk associated with these methods when adults and minors use them to communicate. In order to protect the athlete, staff, and club, Waves of Wilmington has adopted the following procedures.

General

1. All communications between a coach and an athlete must be professional in nature and for the purpose of communicating information about team activities. The content and intent of all electronic communications must adhere to the USA Swimming Code of Conduct regarding Athlete Protection.
2. Communication should be transparent, accessible, and professional. All communications should be considered a matter of record and part of the Club's records.
3. Coaches will copy another coach or a parent in the communication so there is no question of accessibility.

Facebook, Instagram, Twitter, etc.

1. A coach and an athlete under 18 years of age may not be friends or follow one another on Facebook, Instagram, or similar social media. Coaches should set their accounts to 'private' so athletes may not access their information.
2. Instant messaging between coaches and athletes via Facebook or any other method is prohibited.
3. An athlete may follow the coach on Twitter but coaches may not follow athletes. Direct messages and retweets are prohibited between the two.

Texting – Any texting between coaches and athletes should be solely for the purpose of communicating information directly relating to team activities. **A parent must be copied.**

Email – Athletes and coaches can use email but **a parent must be copied** when using this method of communication.

Request to Discontinue all Electronic Communication – The parents or guardians of an athlete may request in writing that their child not be contacted by coaches through any form of electronic communication

CODE OF CONDUCT

All parents and swimmers of Waves of Wilmington are subject to and must comply with the Waves of Wilmington Code of Conduct. A copy of the Waves of Wilmington Code of Conduct can be found on the WOW website.

PARENT SUPPORT

Each ***Waves of Wilmington*** (WOW) family is expected to participate in supporting the team and becoming involved during the upcoming **swim season**. Parent support is critical for running and hosting home meets. Home swim meets are an excellent source of income for WOW and allow us to operate in a more affordable and effective manner. The following are details of the WOW member support program:

1. There will plenty of opportunities to help whether it is at a swim meet, banquet, or other organizational opportunity.
2. The BOD determines the amount of support hours per family, each season, based on the number of home meets and other activities that require help.
3. All opportunities will be made available and tracked through the WOW website. The WOW family will be notified by email as opportunities arise.
4. Specific requirements are stated in the WOW financial contract.

FEE STRUCTURE: See Appendix – A

HELPFUL HINTS FOR NEW MEMBERS:

- All invoices are generated on the 1st of the month and payments are considered late after the 15th. After the 15th a late fee of \$25.00 will be assessed to your account. Accounts 45 days past due will be charged an additional \$50.00. WOW reserves the right to suspend swimmers from practices and meets for accounts 45 days past due until account is paid in full. Accounts 75 days past due will be charged an additional \$75.00 and will be recommended for collection.
- **IMPORTANT!** You have until October 31 to formally (giving due notification) withdraw from the team before you are financially and contractually obligated to pay the full year's program fees. (See the *Financial Contract* posted on the team's website)
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- Prior to the start of the season each member is required to pay a non-refundable registration fee. This fee covers team t-shirts, a team swim cap, banquet entry fee, and year-end memorabilia.
- Meet entry/registration fees are not included in monthly dues. Any meet fees will be applied to the account's monthly invoice.

APPENDIX - A

Waves of Wilmington 2025 - 2026 Fee Structure

Group	Monthly Rate (ACH)	Monthly Rate (Credit Card)
Age Group 1	\$120.00	\$123.60
Age Group 2	\$160.00	\$164.80
Age Group 3	\$180.00	\$185.40
Age Group 4	\$205.00	\$211.15
Senior 1	\$205.00	\$211.15
Senior 2	\$225.00	\$231.75
Senior 3	\$240.00	\$247.20

*****Members are financially obligated for the full year's dues/fees if swimmer stays with the team through November 1, 2025.***