



Mandan Marlins Swim Club Handbook

Welcome to the exciting world of swimming! By joining the Mandan Marlins Swim Club (MMSC), your child will gain many benefits including self-discipline, good sportsmanship, and time management skills, along with exercise for cardiovascular and overall fitness. They will also meet lifelong friends and have fun!

COMMUNICATION

By Email	Weekly news, important dates and announcements, parent meets, clinics
Google Calendar	Dates and times for practices and meets
Mandanmarlins.com	Registration, swim meet sign up, equipment and apparel purchases
NDswimming.org	State Qualification Times, North Dakota Top 10 Season Times, Zone Team information
Mandan Marlins on Facebook	Celebration posts for big swim meets and info for new swimmers
SportsYou	Phone app for quick notifications for pool closings, last minute swim meet info, or direct message with the head coach (Team code: DTCL – QYNV)

PRACTICE

There are two seasons in club swimming, short course and long course. The short course season runs October through March with the pool length being 25 yards. Long course season is during the summer, starting in May and ending in July. The pool length is 50 meters. Parents are welcome to watch practice in the bleachers. If you choose to drop off your swimmer, please be on time for pick up (within 15 minutes from the scheduled end of practice).

Every once in a while, practice is canceled due to weather or pool chemical issues. This may happen before practice or even during practice. There is a phone at the Aquatic Center desk for children to contact their parents if needed. A Marlins coach or board member will stay with any swimmer until a ride comes. An email will be sent out to parents informing them of any changes to the practice schedule and last-minute changes will be communicated through the SportsYou app.

The following chart are guidelines coaches use to determine practice group placement for swimmers. These skills are assessed annually during practice. There are other factors considered as well such as the swimmers' attitude and coachability.

	DEVELOPMENTAL1	DEVELOPMENTAL2	INTERMEDIATE1	INTERMEDIATE2	SENIOR
Age	At least 6		At least 10		At least 13
Attendance	2 practices, optional Friday	2 practices, optional Friday	3 practices, up to 5	3 practices, up to 5	4 practices, up to 6
Practice Time	6:00-7:00 pm	6:00-7:15 pm	6:00-7:30 pm	6:00-7:30 pm	6:00-7:45 pm
Entry Skills	<ul style="list-style-type: none"> • Able to swim at least one length of freestyle with side breathing • Able to swim one length of backstroke 	<ul style="list-style-type: none"> • Can compete a 100 Freestyle and 100 Backstroke • Can do a racing start from the block • Can do a flip turn 	<ul style="list-style-type: none"> • Legally swims all four strokes and all turns and starts • Competed a 100 I.M. 	<ul style="list-style-type: none"> • Able to complete all sets at the lower level • Competed a 200 I.M. 	<ul style="list-style-type: none"> • Able to complete all sets at the lower level • Competes in all four strokes at 100 yards
Entry Test Set			Swim 3x100 I.M. on 2:30	Swim 6x50 freestyle on 1:15 comfortably without stopping	Swim 10 x 50 freestyle on the 1:00 or 5 x 100 freestyle on the 2:00

EQUIPMENT

All swimmers are expected to purchase their own equipment. A link to our Swim Outlet store is found on the Mandan Marlins website. The required equipment is listed according to group level. In addition, girls are required to wear a one piece bathing suit to practice. Swimmers with long hair are strongly encouraged to wear swim caps for practice. It is recommended that boys wear jammers or a speedo swimsuit for practice rather than swim trunks.

Team suits are not required, but often nice to have as it promotes team unity and also helps coaches identify their swimmers at big meets. Our team suits are available in our Swim Outlet store online. Other items such as t-shirts, sweats, & hats, are available through Northern Trophy, right here in Mandan next to the Bowling Alley.

BEHAVIOR

We expect that all swimmers bring to practice a positive attitude, good sportsmanship, hard work, and respect of the authority and expertise of the coaches.

Behavior that will NOT be tolerated:

- Bullying (see policy)
- Pushing, pulling, dunking, holding under the water.
- Towel snapping
- Diving (unless directed by coach)
- Excessive splashing as a distraction
- Refusing to allow another swimmer to pass
- Rudeness, disrespect, or inappropriate language
- Name calling

1st infraction- reminding the swimmer of the Code of Conduct and redirection to the desired behavior.

2nd infraction- a period of sitting out of at least 5 minutes, dependent on the coach and incident. The main focus of the coach remains with the group.

3rd infraction - dismissal from practice. If dismissed from practice, the swimmer may not leave the pool deck area until the practice session is over and the coach personally dismisses the swimmer. A parent will be notified if not on deck. The Head Coach will call a private meeting with the parent(s).

IF THE INFRACTION IS SERIOUS THIS ORDER MAY NOT BE FOLLOWED AND MAY MOVE TO A HIGHER LEVEL IMMEDIATELY.

Parent Meeting: The coach will inform the parent following any 3rd infraction reprimand or, if the coach deems the violation to be of a serious nature, on the 1st or 2nd infraction. This will be done in writing. Violations of a serious nature are any verbal threats or bullying, any intentional harming of another swimmer such as hitting or pushing, or verbal disrespect to a coach or swimmer. The Board President and Head Coach will arrange a private meeting with the swimmer and the parents.

Suspension: After the parent meeting, if a swimmer violates the Code of Conduct once more, an immediate suspension may be imposed for the remainder of the current season or up to 6 months, whichever is longer. The coach will maintain records of any serious violation to include the date and incident description. After the suspension, the swimmer may return to the Marlins.

SUPERVISION

Only registered swimmers are allowed in the practice area of the pool during team practice. Parents are welcome to watch swim practice from the west bleachers only. Please do not coach or communicate with your child during practice from the poolside as it is more a distraction than a help.

Our coaches are responsible for coaching swimming. They are not responsible for swimmers who wander away from the practice area or spend a long time in the locker room. If you are concerned about whether your child will remain with the coach, you or another adult should accompany that child to practice. Parents wishing to address concerns with the coaches should arrange a time before or after swim practice with the appropriate coach.

FEES

YAll swimmers must register independently with USA Swimming. The annual registration fee is \$78 for the premium membership. This fee covers membership for the whole year (short course and long course) in USA Swimming.

All swimmers must also register with the Mandan Marlins for the Short Course Season and/or Long Course Season. Our current registration fee is \$75 per swimmer. A season registration fee is charged per swimmer at the time of registration.

In Fall 2022, we adopted a new fee schedule to reflect the differing pool time and commitment of the team practice groups. We also have discounts for families with multiple swimmers. Please see below.

Mandan Marlins Swim Club Monthly Fees (Dec. 1, Jan. 1, Feb. 1, March 1)					
Billing Group	Monthly Fees		Billing Group	Monthly Fees	
Rates for families with 1 swimmer Full Fee	Senior	\$80	Rates for families with 3 swimmers 30% off	Senior	\$56
	Intermediate	\$70		Intermediate	\$49
	Developmental	\$65		Developmental	\$45.50
Rates for families with 2 swimmers 15% off	Senior	\$68	Rates for families with 4 swimmers 45% off	Senior	\$44
	Intermediate	\$59.50		Intermediate	\$38.50
	Developmental	\$55.25		Developmental	\$35.75

Need-based scholarships are available. Qualifications are the same as those for free or reduced meals at your school. A reduced fee membership is available from USA Swimming, providing the same benefits as a premium membership. The Marlins Swim Club also offers a reduced season registration fee as well as reduced monthly fees. Please contact our Parent Liaison for more information at mandanmarlins@hotmail.com.

Swim Meet fees are typically listed under the meet information. Some meet fees are based on a flat fee and some are based on a charge per event. Average cost of a meet is around \$40-\$50. These fees will be charged to your account and billed to your card on the first of the following month. Travel to and from a meet is the swimmer's responsibility.

SWIM MEETS

Swim meets are optional but encouraged. Swimmers will learn and compete in the four competitive swim strokes; freestyle, backstroke, butterfly, and breaststroke. Equipment needed for includes a good suit, swim cap, and goggles. Our online team store gives swimmers an option of a team suit and cap to purchase at your expense.

MEET PROGRAMS: The meet program is the coach's and spectator's guide for a swim meet. The program lists the individual events, swimmers, heat/lane assignments, and times. Information relating to regulations, awards, fees, meet times and warm-up times are also included in the meet programs. These are available for purchase at each meet. Bring a highlighter and a pen to mark your swimmer's events on the program.

RELAYS: Relays are a team event, determined by the coaches and paid for by the club. Please check the meet program to see if your swimmer has been selected for a medley and/or freestyle relay. It is important that swimmers participate in the relays they are entered in as the rest of the relay team will not be able to swim and the club will still be charged for the relay.

AGE: The swimmer's age as of the first day of any given swim meet will determine the age group the swimmer will swim in.

WHAT TO BRING: Swim meets are long. Bring an extra towel, warm clothes, extra food and drinks. Since there is a lot of "down time" between events, cards, games, and toys help the younger swimmers pass the time.

TIME TRIALS: Near the end of the swim season, some meets offer the option for Time Trials. These are individual sign ups on the day of the meet for one or two chosen events at the end of the day of competition. The purpose is to give one last opportunity for an athlete who is very close to achieving a time cut either for the State meet or a higher level meet. All host teams require a cash payment at the time of sign up (\$10). Mandan Marlin coaches must approve the sign up. In order to approve, the swimmer must be within 2 seconds of a 50 cut time, or 3 seconds of a 100 cut time. Other lengths and likelihood of achieving the cut are left for the discretion of the coach.

WHAT TO EXPECT AT A SWIM MEET: Prepare for a long day, lots of kids, and a warm pool area. Plan to arrive at least 15 minutes prior to warm-up time. Each team is assigned a lane for warm-ups, and they usually take an hour. Parents use this time to get a seat and find your swimmer in the program. For the younger swimmers, it is helpful to write on their arm or leg a grid that shows their events:

E (event)	H (heat)	L (lane)	S (stroke)
5	3	2	50 Free
9	2	7	50 Back

Some meets provide a Clerk of Course. This is a way of organizing and lining up swimmers in their heats and lanes. Once your child swims the results are posted on a board somewhere at the pool. Most meets also have an app called MeetMobile, which updates quicker than posting the hard copy.

DISQUALIFICATION (DQ): Our meets comply with USA Swimming rules - the same rules used at all national meets like the Olympic Trials. To ensure fair competition for all swimmers, these rules are equally applied to all swimmers, regardless of age or experience. During competition, if a swimmer fails to comply with the stroke and turn rules, a Stroke & Turn judge (dressed in an official white shirt), will raise their hand, write up a disqualification (DQ) slip, and present it to the referee for approval. A swimmer is not DQ'd until the referee accepts the report. Almost all swimmers in all age groups have been DQ'd at some time. This should be viewed as a learning experience and not a failure. Swimmers should discuss the DQ with their coach.

AWARDS: Each host team decides the type of awards to be given. Most meets award ribbons for the top placers. Some meets give medals or trophies and some meets give "high point" awards. Usually it is stated in the meet information. These awards will be collected by the coaches after the meet and placed in the family folders.

TRAVEL MEETS: There are many meets to choose from around the state. You may sign up for what you would like, and you are responsible for travel expenses to these meets. On our website, we have marked which meets we plan to send a coach. For these meets, for the club to send a coach along, we require a minimum of 6 swimmers to sign up. If a coach does not go, the head coach will contact the home meet's coach to arrange for that swimmer to warm up with the host team and be supervised throughout the meet.

STATE CHAMPIONSHIP MEET: To qualify for the state meet, a swimmer must swim in at least one meet during the season and have a state qualifying time. At state, each swimmer is restricted to entering those events in which a state qualifying time was recorded at a meet within the last year. The age group your swimmer will use for the state meet is their age as of the first day of the state meet. For state qualification standards, go to www.ndswimming.org.

ELITE MEETS: We strongly encourage swimmers to participate in these elite meets if they qualify. At these meets, our swimmers compete against swimmers from our neighboring states. It really broadens the depth of our swimmers' competitive experience. It energizes the whole team when a swimmer brings back stories and encourages training at a higher level.

All Star Meet: For 14 and under swimmers only. To be invited, you must have times in the Top 10 for an event as posted on the ND Swimming website. This meet takes place in the middle of January and is coached by Team North Dakota coaches (3-4 coaches from around the state.) This meet has most recently been held in Nebraska and Iowa.

Zones: For 14 and under swimmers only in August at the end of Long Course Season. To go, you must have one of the Top 2 times in an event during the season. This meet is also coached by Team North Dakota coaches. Last year it was held in Kansas.

Regionals: A meet with qualifying times faster than ND State Times held at the University of Minnesota. This year it will be April 1-2, 2023. To see qualifying times please go [here](#). *If at least 4 swimmers commit to go, a coach will be asked to attend.*

Sectionals: A meet with qualifying times faster than Regional Times. It is held twice a year, at the beginning of March and at the end of July, both in Long Course Meters (LCM). Spring 2023 is in Fargo, ND. You can see cut times [here](#).

VOLUNTEERING

Helping out with a parent-run club is a must. We host several meets per year. We require our families to volunteer their time during these meets to help our meets run smoothly. Jobs include timing, clerk of course, hospitality room, sales table, and officiating, etc. The night before a home meet, parents are also needed to help set-up. After the conclusion of the meet, take-down and clean-up is needed also.

OFFICIALS: Officials consist of Stroke & Turn judges, referees, and starters. If you would like to learn about these jobs, contact our Officials Coordinator. Our team is required to supply a certain number of swimmers participating from our team at a given meet. The team is fined by the LSC (Local Swimming Committee) when it does not provide the required number of officials at any given meet.

BOARD POSITIONS: board positions are for one calendar year and elected at the end of the short course season. All parents of registered swimmers are encouraged to vote. If you are interested in serving on the board, please contact one of the board members. We welcome all who are interested!

FUNDRAISING & SPONSORSHIPS

The Mandan Marlins Swim Club is a non-profit parent run organization. Therefore, our fundraising efforts are important to ensure affordable season fees for all swimmers. We have two major fundraising sources: business sponsorships and a Swim-A-Thon. It is crucial to the continued success of our club to have 100% participation from all of our swimming members. Please talk with our PR Chair, Angie Wescott for ideas.

MARLINS SCHOLARSHIP: Marlins Scholarship is awarded to a graduating senior who has swam with The Marlins in the last two years of high school. The applicant must have plans to continue a post secondary education. Applications are reviewed and a selection is made by the board members of the Marlins.