



**Swim Team Handbook  
2023 - 2024**

# Welcome to the Weymouth Waves Swim Team!

## Welcome Letter from Coach Bill:

Welcome to the Weymouth Club Waves swim team!

As head Coach of Waves, it is my pleasure to lead this team and your swimmers to the highest level of success we can attain. I have over 30 years' experience coaching starting with age group level swimmers to coaching swimmers winning national championships and qualifying for Olympic trials. As a team we compete in USA swim meets with the goal being to reach the highest level meets in the country. We are sponsored by Speedo! They are a great group to work with as they work to fill our needs as best and prompt as they can. We have our own team vendor and online store to fill all your swimmers' needs.

Our coaches all have numerous years of coaching and have coached their swimmers to incredible success.

These coaches all have specific training groups they are responsible for and are aware of the skills the swimmers need to progress.

Go Waves!

*Coach Bill Edward*

## About Weymouth Club:

Weymouth Club is South Shore's largest full-service health and fitness club, family-owned and operated with care. Our facilities include state-of-the-art swimming pools, fitness centers, group exercise studios, tennis courts, and more. We offer a variety of programs and activities for individuals and families, ranging from fitness classes to recreational sports leagues.

## Mission Statement:

Weymouth Waves Swimming has high expectations. We are committed to providing a challenging, supportive, and fun environment, to teaching good values that reach beyond the pool, and to giving our swimmers the opportunity to reach their full potential in competitive swimming.

The **Vision** of the Waves Swim Team is to be recognized as the model for swimming development from novice to national level, and to develop swimmers to the highest levels of national and international swimming.

**Team Values:** Teamwork, Dedication, Integrity, & Resilience.

**Team Motto:** ARETE – comprehensive excellence.

ARETE is a concept deeply rooted in ancient Greek philosophy, particularly in the context of excellence and virtue. Originating from the Greek word "ἀρετή" (arete), it represents a multifaceted notion encompassing moral goodness, excellence, and virtue in all aspects of life. For WST, ARETE serves as a guiding principle, emphasizing the pursuit of comprehensive excellence not only in swimming performance but also in character development, sportsmanship, and teamwork. It encourages athletes to strive for excellence in every endeavor, pushing beyond mere physical achievement to embody qualities such as integrity, resilience, and leadership. ARETE inspires individuals to reach their fullest potential both in and out of the pool, fostering a culture of holistic growth and accomplishment within the team.

## Team Objectives:

1. Ensure program stability and consistency by employing a team of experienced professional coaches who guide the overall philosophy and direction of the team.
2. Foster a culture of goal setting at all levels of the program.
3. Cultivate independence and emotional resilience in each athlete.
4. Promote and recognize the value of a strong work ethic, emphasizing that success is the outcome of diligent effort.
5. Develop sportsmanship, foster team unity, and nurture leadership qualities among team members.
6. Prepare athletes for their future endeavors, including potential collegiate participation, by focusing on both academic and athletic development.

# **Waves Training Groups:**

## **National groups 1 & 2**

National groups 1 & 2 are for swimmers who are training to reach New England senior championships, USA sectionals, USA futures championships and meets on the national level striving for Olympic trials. The training is challenging and based on the 6 energy systems swimmers need to train to be successful. Ages are generally 13-18 years of age with some of our college swimmers training when they are home. While 100% attendance is the ideal, the expectation is to attain 90% attendance. 85% attendance is acceptable given the number of practices offered per week. Attendance is charted each month. At times, the two groups have slightly different practices based on intervals on certain sets.

## **Senior A**

Senior A group is for swimmers who are training to attain the New England swimming age group and senior championship. Ages are generally 12-16 years old. Attendance expectation is the same as the national groups. This group strives to move into the National A & B groups.

## **Senior B**

Senior B group is for swimmers who are ready to make the commitment to train at the senior level. Meet performances, training habits and attendance are a few of the qualities they possess to prove they are ready to level up to the senior group. Ages are generally 11-15 years old. Attendance expectation is 80-85%. This group strives to qualify for Bronze- age group championships.

## **Junior A**

Junior A group represents the highest level of training and commitment within our junior team. Ages are generally 9-13 years old. Placement in this group will be based on USA motivational times i.e., B, BB, A, AA, AAA etc. as well as practice habits and meet performance. We encourage swimmers in this group to attend as many practices as possible each week. We understand that other activities influence the attendance of swimmers at this age.

## **Junior B**

Junior B is for swimmers generally 7-10 years old. The primary focus in this group is to become technically sound while learning proper training practices. Swimmers must be evaluated by a coach to be placed in this beginning competitive swimming stage. Participating in meets will be at the discretion of the coaches.

## **Weymouth Club Membership**

All members of the Waves Swim Team are required to be members of the Weymouth Club. The club is very supportive of our swim team and allows us to use all the facilities. This enables us to build a program with resources no other team in the Greater Boston Area can claim. We are very pleased to be part of the club. If your swimmer is a family member of the club, there are no additional dues. If you do not have a current family membership, Weymouth Club provides WST with a special Junior Membership for the swimmers. The annual cost is \$429. Please contact [Membership@weymouthclub.com](mailto:Membership@weymouthclub.com) if you are interested in a family membership.

## **USA Swimming/New England Swimming Registration**

All swimmers are required to register with USA Swimming under the new SWIMS 3.0 platform. This affects all swimmers and clubs nationwide. See our team webpage for the link to follow. This is required for all swimmers to be able to participate in meets. Upon registration with The Weymouth Waves, please double check to make sure your swimmer's DATE OF BIRTH, ADDRESS, MIDDLE NAME is accurate and correct in Team Unify.

# Billing and Payment Procedures

1. Swim Team Dues:
  - a. Swim team dues cover the operational costs of the team, including coaching staff salaries, facility rentals, equipment maintenance, administrative expenses, and any miscellaneous liabilities.
  - b. Parents must provide a valid credit card, debit card, or banking information for automatic billing purposes.
  - c. Dues will be debited on the first of every month if the swimmer is enrolled in the monthly payment option.
  - d. If a parent chooses to prepay for the season, the prepayment will be debited upon registering for the team.
  - e. Parents must ensure that their payment information is accurate and up to date to avoid any disruptions in their child's participation.
2. Meet Fees and Expenses:
  - a. Meet fees and expenses encompass the costs associated with participating in swim meets, including entry fees, travel expenses, accommodation, and meals.
  - b. These fees are billed at the time of registration for the meet.
  - c. Immediate billing is necessary to cover the upfront costs required to secure participation in the meet, including entry fees and other expenses.
  - d. Parents are responsible for settling these fees promptly to ensure the team's financial obligations are met and to facilitate smooth event planning and coordination.
3. Payment Methods:
  - a. We accept all major credit cards and debit cards, except for American Express (AMEX).
  - b. Parents can also provide banking information for direct debit payments.
4. Payment Schedule:
  - a. Swim team dues will be automatically debited on the first of every month for participants enrolled in the monthly payment option.
  - b. Prepayment will be debited upon registering for the team if the parent chooses to prepay for the season upfront.
  - c. Meet fees and expenses will be billed at the time of registration for each meet.
  - d. Parents are encouraged to review their billing statements regularly and address any discrepancies or concerns with the team's administration promptly.
5. Payment Confirmation:
  - a. Upon successful payment processing, parents will receive confirmation of payment via email or other designated communication channels.
  - b. This confirmation serves as proof of payment and should be retained for reference purposes.
  - c. In the event of payment failure or insufficient funds, parents will be notified promptly to rectify the issue to avoid any disruptions in their child's participation.

By adhering to these billing and payment procedures, we can ensure the efficient management of team finances and the seamless execution of swim meets and other team events. Your cooperation and timely payments are greatly appreciated in supporting the continued success of our swim team.

## Meet Entry Fees

To secure participation in meets, timely entry submission is crucial. Deadlines will align with those published on New England Swimming's website. Parents and swimmers must commit to attending the swim meet for guaranteed entry.

All members are responsible for covering meet entry fees accrued throughout the season. These fees will be itemized for each swim meet and added to your online account, along with coaches travel fees per meet. Invoicing for these expenses will be immediate to cover the costs of the swim meets.

## Travel

1. Local Travel:
  - a. Local travel refers to any trip that occurs locally and does not include coordinated overnight stays.
2. Long-distance travel:
  - a. Long-distance travel refers to any trip that requires significant travel time, typically involving overnight stays. These trips may include regional, national, or even international competitions, training camps, or other team events.

## Travel Responsibilities

All team travel is subject to charges and fees which vary depending on the number of athletes in attendance and where we travel. Travel fees will be charged prior to the swim meet to cover any costs. Payment of the travel trip fee must be completed before departure to secure a swimmer's attendance. Families are responsible for their portion of the travel fees if a swimmer registers for a swim meet and does not attend.

1. Parental Responsibility:
  - a. Parents are responsible for coordinating and covering the expenses associated with their swimmer's participation in long-distance travel events.
    - b. This includes but is not limited to transportation (flights, trains, buses, or carpool arrangements), accommodation, meals, and incidentals.
  - c. Parents should ensure that their swimmer is adequately prepared for the trip, including packing appropriate gear, medications (if needed), and adhering to any team-specific requirements.
2. Coach's Expenses:
  - a. While parents are responsible for their swimmer's expenses, the swim team may cover the expenses related to the coach's participation in the trip.
  - b. This includes transportation, accommodation, meals, and any other necessary expenses directly related to the coach's role in overseeing and supporting the team during the event.

## **Parent On Deck Policy**

The Weymouth Club Waves enforces a 'no parent on deck policy' to comply with our USA Swimming insurance coverage, Weymouth Club operations, and to ensure swimmers can focus on coach instruction without distraction or interruption. Thank you in advance for adhering to this strict policy.

## **Weymouth Club Usage**

Current members of the club are welcome to use the facility at their discretion. We ask that nonmembers of the club drop their swimmer(s) off and return for pick up in a timely manner. Nonmember recreational swim is strictly prohibited in the splash pad and other pools at any time. This includes, but is not limited to siblings, family members, and guests.

## **Drop Off/Pick Up Policy**

Swimmers must be on the pool deck ready to swim 15 minutes prior to the start of practice. Parents can drop their swimmer(s) off at the front entrance of Weymouth Club. Parking is prohibited in the drop off zone. Swimmers must exit the pool at the end of practice and be picked up by a parent within 30 minutes. This will allow your swimmer(s) time to exit the pool, shower, get dressed, and get to the pickup zone at the front of the club.

## **Swim Meet Arrival Policy**

All swimmers participating in a swim meet are required to be on the pool deck ready to swim 15 minutes prior to the first warmup, regardless of their designated warmup time.



# Parent Photography Policy

To ensure the safety and privacy of our swimmers, we have implemented the following policy regarding photography:

1. Photography Prohibition:
  - a. Photography of swimmers, whether during practice sessions, competitions, or team events, is strictly prohibited without prior authorization.
  - b. This policy extends to both still photography and video recording.
2. Respect for Privacy:
  - a. We respect the privacy of our swimmers and their families. Unauthorized photography can infringe upon their privacy and may cause discomfort or concern.
3. Compliance:
  - a. All parents, guardians, spectators, and team members are expected to always comply with this policy.
  - b. Failure to adhere to this policy may result in disciplinary action, including expulsion from the team or event exclusion.
4. Authorization Process:
  - a. Any individual or organization seeking to photograph or record swimmers must obtain explicit permission from the team administration or coaching staff.
  - b. Requests for photography authorization should be submitted in advance and include details regarding the purpose of the photography and intended use of the images or recordings.
5. Official Team Photography:
  - a. Official team photographers, designated by the team administration or coaching staff, may be present at certain events to capture images for promotional or archival purposes.
  - b. These photographers will be identified and authorized by the team, and their activities will be closely monitored to ensure compliance with privacy guidelines.
6. Reporting Concerns:
  - a. If any individual observes unauthorized photography or feels uncomfortable with being photographed, they should report the incident to the team administration or coaching staff immediately.
  - b. Reports of unauthorized photography will be investigated promptly, and appropriate action will be taken to address the situation.

By implementing this photography policy, we aim to create a safe and respectful environment for all members of our swim team. Your cooperation in adhering to this policy is greatly appreciated.

# Parent Code of Conduct

*As a parent of a swimmer and member of Waves Swim Team, I will abide by the following guidelines:*

Practice teamwork with all parents, swimmers, and coaches by upholding the following values:

- Perseverance
- Honesty
- Accountability
- Commitment
- Teamwork

As a parent, I will respect the coaches' decisions on all group placements, practice types and meet entries. I will not coach or instruct the team or any swimmer at practice or meets (from the stands or any other area) or interfere with coaches on the pool deck or at the team hotel during travel meets. I will demonstrate good sportsmanship by conducting myself in a manner that earns the respect of my child, other swimmers, parents, officials, and coaches at all swim meets and practices.

I will always maintain self-control. I understand the roles of all involved:

- Swimmers Swim
- Coaches Coach
- Officials Officiate
- Parents Parent

I understand that criticizing or using abusive and vulgar language or gestures directed toward coaches, officials, chaperons, directors of WC and/or any participating swimmer will not be permitted or tolerated.

I will support the Waves Swim Team, its swimmers, coaches and other parents with positive communication and actions. During competitions, I will direct questions or concerns regarding decisions made by swim meet officials to a member of our coaching staff.

## Sanctions

Should I or a family member conduct myself in such a way that brings discredit or discord to the Waves Swim Team, or USA Swimming, I voluntarily subject myself to disciplinary action. The Weymouth Waves and the Weymouth Club maintain the right to terminate any membership with or without cause in the interest of our vision, mission, and objectives. As a parent of a child on The Weymouth Club Waves Swim Team, I agree to always follow the Weymouth Club Waves Team Parent Code of Conduct.

## **Behavioral/Discipline Policy**

Our program is designed to offer each swimmer the opportunity to excel in a positive and safe environment. All swimmers are expected to behave in a mature manner when at practice and meets and to treat all others with respect. Any swimmer behaving in a manner that is deemed by the coaches to be either inappropriate or distracting to other swimmers will be subject to the following procedures:

- The coach will notify swimmer that their behavior is not appropriate and must be stopped.
- If behavior persists or if actions are grave enough to warrant deemed necessary by the coach, the swimmer will be removed from practice and the parents will be contacted to pick-up their child.
- The swimmer will not be allowed to attend the next practice until the parents have discussed the issue with the Head Coach, with the swimmer present.
- If the above actions are not able to resolve the issue, at the discretion of the Head Coach, a swimmer may be suspended for a period or permanently removed.

## Parent Acknowledgment

I, \_\_\_\_\_, acknowledge that I have received and reviewed the Waves Swim Team Handbook. By signing below, I commit to familiarizing myself with its contents and ensuring my child, \_\_\_\_\_, adheres to the rules and guidelines outlined within.

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_