

# 2023 – 2024 HANDBOOK

## WELCOME TO THE TOWN OF TONAWANDA TITAN SWIM CLUB

At Titans you are not only a member of our team, but you are also recognized for your unique ability to be yourself. No two people are the same and therefore no two swimmers are the same either! Coaches work with each individual swimmer for goal setting and progression status. Our team is focused on providing the absolute best and safest environment for the swimmers on the team.

The Tonawanda Titans will not only help your child improve inside the pool, but we also believe that the lessons we teach will help them outside the pool as well. Integrity, patience, responsibility, respect, individual goal setting, and cooperation are just a few virtues that we embrace that are all vital to swimming and carry onto everyday lives as well.

Our mission is to build on our tradition of excellence for all levels of swimming. Through the development of lifelong friendships and fostering achievement of individual potentials we are proud to provide life lessons both in and out of the pool. Always in a safe and supportive environment and with an emphasis on team unity and family participation.

*We. Are. Titans.*

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# TEAM HISTORY

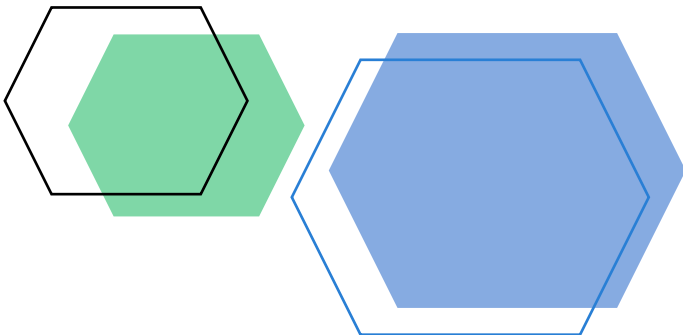
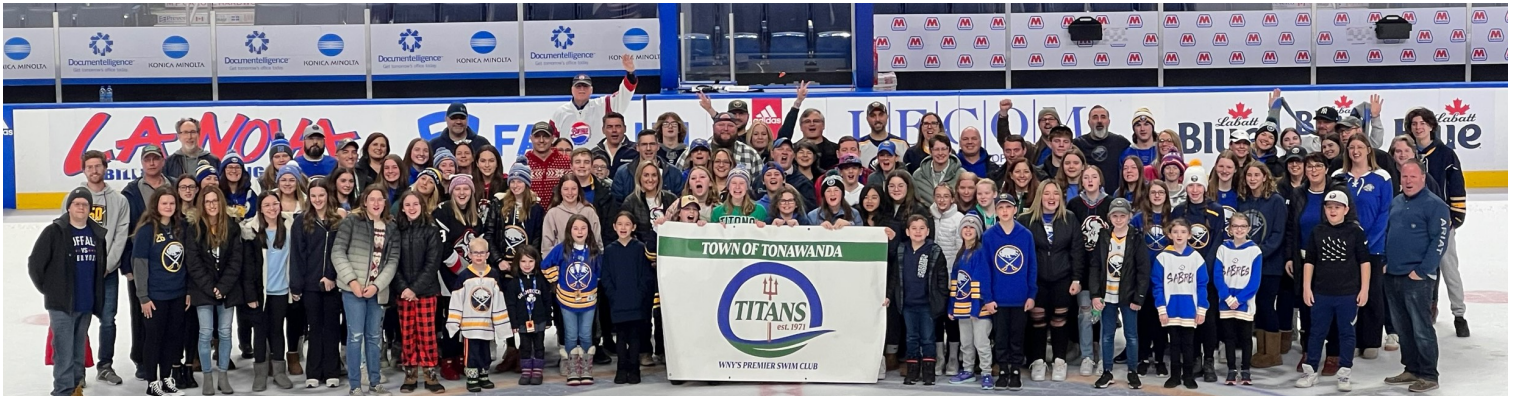
## CLUB HISTORY

The Town of Tonawanda Swim Club was founded in August 1971 as an Amateur Athletic Union (AAU) Club. In 1980 United States Swimming replaced the AAU as the national governing body for competitive swimming. USA Swimming is the official name for this national governing body today.

In 1988 the Town of Tonawanda Swim Club merged with the Western Empire State Titans Swim Club, the U.S. Swim club associated with the Sweet Home School District. That's when the Town of Tonawanda Swim Club (TTSC) became known as the Titans.

In 2021 we observed our 50<sup>th</sup> Anniversary with a yearlong series of recognitions that included social media highlights of 50 current and former Titans as well as an in-person celebration which brought together over 250 Titans including original club members.

In Greek mythology the Titans were a race of elder gods that were in power before the Olympian gods replaced them. The Titan Oceanus – the elder god of the Ocean – was never pictured in Greek art but is often confused with Poseidon, or Neptune, who is pictured in art, holding the trident. Today, members of the Titan Swim Club hold the trident – the scepter carried by the god of the sea.



## WE. ARE. TITANS.

### EMPHASIS ON TEAM UNITY & FAMILY PARTICIPATION

Titans is not only a swim club; we are also a family.

Friendships are naturally created both in and out of the pool for swimmers and parents alike that end up lasting a lifetime. We are proud to have members of our team who are children and grandchildren to our alumni.

When you are a Titan, you are family. Always.

Our team is supportive of one another whether we are swimming side by side at a meet or as friendly competitors at school leagues and events. The number one reason for our success as WNY's Premier Swim Club is due to the dedication of our amazing families.



# COACHES

## CONTACT INFORMATION

### Head Coach/Coordinating Coach (L7-L8)

Scott Vanderzell scottvanderzell@gmail.com

### Age Group Coordinator/ Coordinating Coach (L3-L6)

Tim Bennett tmbennett1@roadrunner.com

### Coach (SD – L2 Coordinator)

Grace Fredericks gfredricks00@gmail.com

Charlie Schutt	(L3, L5)	coach.schutt@gmail.com
Emma Piascik	(L3, L5)	emmapiascik@gmail.com
Grace Van Buren	(L3 – L6)	vanbureg@canisius.edu
Alaina Roberts	(L3, L5)	alainagoose618@gmail.com
Christopher Signore	(L4, L6)	csignore43@yahoo.com
Bailey Wiegand	(L3 – L5)	wiegandb@my.canisius.edu
Evan Schraufstetter	(SD – L2)	schrauf.evan@gmail.com
Bobby Sikorski	(SD – L2)	bobbysikorski04@icloud.com
Payton Taylor		pet8362780@gmail.com
Brandon Garcia		brandongarcia2285@gmail.com
Lindsay DeBoth		debothlg01@mail.buffalostate.edu

### Weight Room

Matthew Metz

Erick Cowles



# BOARD OF DIRECTORS

## CONTACT INFORMATION

### President

Heather Scibetta heatherscibetta@gmail.com

### Vice President

Ashlie Marcyan ashmarcyan@hotmail.com

### Secretary

Jill Lorenz jillcarmel@gmail.com

### Treasurer

Ed Sidor esidor3@gmail.com

### Assistant Treasurer

Tina Mattison TinaM@live.com

### Safety Officer

Marty Pauly paulymartin@hotmail.com

### President-Elect

Vinny Muffoletto vmuffoletto@yahoo.com

### Vice Presidents-Elect

Katie Hufnagel mckm6174@yahoo.com

Lynn Homish dlhomish@buffalo.edu

### Board Members

Shannon Carter skcarter161@gmail.com

Megan Pawelek meganpawelek@aol.com

Alicia Szyrowski amtut08@hotmail.com

Stacey Turnbull turnbull.stacey7@gmail.com

Katy DeWitt kmbernecki@gmail.com

Katie D'Avirro ktmccoulf@hotmail.com

Ryen Battista ryenbattista@yahoo.com

Eliza Kingston ekingston621@gmail.com

**If at any time you have any questions, comments, or concerns, please feel free to reach out to any Board Member or Coach.**

## TEAM EMAIL, WEBSITE & SOCIAL MEDIA

Email: [tonawandatitansswimclub@gmail.com](mailto:tonawandatitansswimclub@gmail.com)

Website: [www.titanswimming.com](http://www.titanswimming.com)

### Social Media

Facebook - <https://www.facebook.com/tonawandatitans>

Instagram - <https://www.instagram.com/tonawandatitans/>

TikTok - <https://vm.tiktok.com/ZMeFmPEuH/>

YouTube - <https://www.youtube.com/c/TonawandaTitansSwimClub>

Primary contacts for certain topics can be found below:

Billing/Registration:	tonawandatitansbilling@gmail.com
Team Unify Assistance:	tonawandatitansswimclub@gmail.com
Meet Entries:	Scott Vanderzell
Trial/Level Progressions:	Tim Bennett
Practice Information:	Scott Vanderzell/Tim Bennett
Volunteering:	Vinny Muffoletto
Outfitting/Apparel:	Stacey Turnbull/Alicia Szyrowski
Social Media:	Alicia Szyrowski
Newsletter:	Shannon Carter/Megan Pawelek

# REGISTRATION

## TRIAL MEMBERSHIP

The Tonawanda Titans are proud to offer a no obligation 2-week trial membership to all new swimmers who would like to explore the possibility of joining our team.

We conduct tryouts and level placement evaluations at the Town of Tonawanda Aquatic and Fitness Center on a reoccurring basis.

At the evaluation our Team Coach and Age Group Coordinator, Tim Bennett, will perform an individual assessment of each swimmer to determine a level placement.

The swimmer will then participate in the 2-week trial where they will be assessed on their abilities and provided feedback to ensure that level placement is correct.

At the conclusion of the trial swimmers are invited to join the club as a current season member and will receive a welcome email with details on finalizing membership. At this time swimmers must be registered with USA Swimming, swimmers must also have an active Titan Practice Pass or Town of Tonawanda Aquatic Center Membership, and all current membership dues for swimmers must be paid to continue to participate in any Titan related practices or events.

Registration for our team is completed online via our website: [www.titanswimming.com](http://www.titanswimming.com) under the Join Our Team menu.



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# REQUIRED TERMS OF MEMBERSHIP

To ensure that our club provides the proper resources to support each member's commitment to our team it is important that we are consistent with our requirements and uphold all contracts that are executed upon registration. Therefore, acceptance the following terms are required and agreed upon by each member during enrollment:

- Deposit & Payment Contract
  - Includes 1) Membership Dues, 2) USA Swimming Registration, and 3) Titan Practice Pass/AFC Membership Requirements.
- Family Participation Policy
  - Includes 1) Session Volunteer Requirements, 2) Hosted Meet Donations, and 3) Away Meet Obligations
- Safe Sport Policies
  - Includes: 1) MAAP Policy, 2) Bullying Policy, 3) Code of Conduct, and 4) Electronic Communications Policy
- Medical Liability Waiver

In addition, the following OPTIONAL releases are also included in registration but may be opted out of by members:

- Photography & Social Media Release Form

Copies of these documents can be found on the Titan website under the Join Our Team – Membership Agreements 2023-2024 menu.

**By registering your child(ren) with our team you are accepting responsibility that you agree to these terms as well as acknowledgement of a complete review of this handbook and agreement of all contents within it.**

**IMPORTANT:** These terms are in effect for the entire 2023-2024 season regardless of a member's start date, active participation, or participation in other activities. By joining our team, you are agreeing to all terms within it for the entirety or remainder of the season.

Any requests for exceptions to these terms must be submitted in writing to the Titan Board of Directors via email prior to the conclusion of the season: [tonawandatitansswimclub@gmail.com](mailto:tonawandatitansswimclub@gmail.com)





# CLUB BASICS

## LEVELS

The Titan's club is divided into 9 levels to ensure our swimmers are getting the most appropriate technique work, training, and challenges for their age and ability. Swimmer progress is discussed at coaches' meetings monthly and discussions are focused on providing the absolute best environment for the swimmers on the team.

**Stroke Development:** Emphasis is on developing independent swimming, introducing rhythmic breathing, freestyle, and backstroke. Swimmers must be able to participate in group lessons with other swimmers and in water instructors. SD swimmers focus on safety in and around the water while having fun in the process. The goal is to create independent swimmers learning the competitive strokes of freestyle and backstroke.

Stroke Development is divided into three sessions: Session 1 (September – December), Session 2 (January – April), and Session 3 (May – August). At the conclusion of each session, swimmers will be individually evaluated and either moved to Level 1 or encouraged to continue with the next Stroke Development session. Participation in each session is an additional cost and is open to both current and new swimmers and is subject to availability and space.

- **Practice Opportunities:** Practice available three days per week.
- **Competition Opportunities:** SD swimmers may participate in several “in house” fun meets we offer to begin their swimming careers.

**Level 1:** Emphasis is on stroke development and having fun! Level 1 swimmers focus on the fundamentals of freestyle and backstroke while beginning to work on coordination of breaststroke and introduction into starts and turns. Goal is to become proficient in freestyle and backstroke and to learn breaststroke.

- **Practice Opportunities:** Practice available three days per week.
- **Competition Opportunities:** Level 1 swimmers may compete in several beginner and Titan hosted meets throughout the year.

**Level 2:** Emphasis is on stroke improvement and beginning to build endurance. Level 2 swimmers continue to focus on proficiency in freestyle and backstroke as well as the fundamentals of breaststroke and starts and turns, while beginning to work on coordination of butterfly. Goal is to continue to improve endurance with freestyle and backstroke, become proficient in breaststroke and perform it legally on a consistent basis, to continue improvement of strokes and turns, and to learn butterfly.

- **Practice Opportunities:** Practice available four days per week.
- **Competition Opportunities:** Level 2 swimmers may compete in several beginner and Titan hosted meets throughout the year.

**Level 3:** Emphasis on increased endurance and refinement of strokes. Level 3 swimmers have successfully demonstrated fundamentals and coordination of all four strokes and focus on refinement of skills beyond an intermediate level to the “swimmer” level. Goal is to continue to improve endurance and continue to develop proper stroke mechanics on all four strokes and become proficient in butterfly and perform it legally on a consistent basis.

- **Practice Opportunities:** Practice available four days per week.
- **Competition Opportunities:** Level 3 swimmers compete in several intermediate meets and Titan hosted throughout the year.



**Level 4:** Emphasis on increased endurance and refinement of strokes. Level 4 swimmers have successfully demonstrated fundamentals and coordination of all four strokes, Individual Medley, legal turns, safe and effective forward and back starts. The continued focus on refinement of skills beyond an intermediate level to the “competitive swimmer” level. Goal is to continue to improve endurance and continue to develop proper stroke mechanics on all four strokes and become proficient in butterfly and perform it legally on a consistent basis.

- **Practice Opportunities:** Practice available four days per week.
- **Competition Opportunities:** Level 4 swimmers compete in several intermediate, Titan hosted, and district wide championship meets during the year.

**Level 5:** Emphasis on increased endurance and refinement of strokes. Level 5 swimmers have successfully demonstrated legal and effective technique in all four strokes, Individual Medley, legal turns, safe and effective forward and back starts. The continued focus on refinement of skills to a higher level of “competitive swimmer”. Goal is to continue to improve endurance and continue to develop proper stroke mechanics on all four strokes and become proficient in 100's of stroke, 200 IM, and demonstrate the ability to “pace” effectively for 500 Free.

- **Practice Opportunities:** Practice available five days per week.
- **Competition Opportunities:** Level 5 swimmers compete in several advanced level, Titan hosted, and district wide championship meets throughout the year.

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## LEVELS, cont.

**Level 6:** Emphasis on increased endurance and refinement of strokes. Level 6 swimmers have successfully demonstrated legal and effective technique in all four strokes, Individual Medley, legal turns, safe and effective forward and back starts. The continued focus on refinement of skills to a higher level of “competitive swimmer”. Goal is to continue to improve endurance and continue to develop proper stroke mechanics on all four strokes and become proficient in 200’s of stroke, 400 IM, and demonstrate the ability to “pace” effectively for 1000 Free.

- **Practice Opportunities:** Practice available five days per week.
- **Competition Opportunities:** Level 6 swimmers compete in several advanced level, Titan hosted, district wide championship, and zone meets throughout the year.

**Level 7:** Emphasis on stroke mechanics, endurance, and strength training. Level 7 swimmers have demonstrated a primary focus commitment to the sport on a senior level. Goal is to consistently focus on commitment level while working toward achieving sectional level performance through proficiency in all strokes and distances, improved racing ability, and introduction of strength training.

- **Practice Opportunities:** Practice available six days per week.
- **Competition Opportunities:** Level 7 swimmers compete in all advanced level, Titan hosted, and district wide meets as well as championships, zones, and select national level meets.

**Level 8:** Emphasis on increasing highest level of competition and continued incorporation of strength training. Level 8 swimmers have demonstrated a sole commitment to the sport and intend to pursue furthering their swimming career in higher education. Goal is to consistently improve on senior level training while working toward achieving national meet level performance.

- **Practice Opportunities:** Practice available six days per week.
- **Competition Opportunities:** Level 8 swimmers compete in all Titan hosted and district wide meets, championships, zones, as well as national level meets such as Speedos, futures, and sectionals.

**Level 7 & 8 Weight Room:** Emphasis on building strength, flexibility, and endurance through a combination of weights, body weight work, bands, and circuit work. Weight Room is available to Level 7 and 8 swimmers upon coach approval. Goal is to increase total body fitness to improve swimming strength and endurance.

- **Practice Opportunities:** Practice available three days a week in addition to in water practices as listed above.

There are two major level moves in fall and spring that coincide with the swimming seasons, with another smaller level move in winter. During these major/minor moves, we attempt to balance the levels to make sure that each child is appropriately placed. Occasionally, we find that a child may have different needs than the current level that they are attending. In those cases, the coach will discuss this with the child and parents and come to a placement decision.

Anytime a swimmer is moved from one level to the next, they will be assessed membership fees and potentially a pro-rated fee to offset the cost of the enhanced level.

## PRACTICES

### Locations

The Titans utilize the Town of Tonawanda facilities including the pools at the Aquatic and Fitness Center, Kenmore West High School, Kenmore East High School, and Franklin Middle School for our weekly practices and team hosted competitions. Availability of multiple locations allows us to divide our levels more strategically to keep the coach to swimmer ratios at a low level and allows us to hold practices at multiple locations at similar times.

Maps and entrance instructions for each location can be found on the Titan website as links under the current schedule.

### Schedules & Communication

Practice Schedules are available on our website and vary slightly by season. Practice Schedules are subject to change at any time due to pool availability. Last minute practice changes do occur from time to time, especially at our High School and Middle School pool practice locations. These changes are communicated via email and text message alerts for accounts that have subscribed to that service.

Please check your email and the Titan website regularly, especially during the winter months with the inclement weather.

### Drop-off/Pick-up Procedures

Parents must remain present at the practice location until their swimmer successfully enters the facility and is left in sight of a Titans coach. Parents must be present at the practice location a minimum of 10 minutes prior to the scheduled conclusion of each session to ensure swimmers are picked-up on time.

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## COMPETITION

### Swim Seasons

In a traditional and fully operational USA Swimming calendar year, Titans participate in two swim seasons:

- Short Course Season runs September thru March
  - (“Short” refers to a pool length of 25 yards)
- Long Course Season runs April thru Mid-August
  - (“Long” refers to a pool length of 50 meters)

### Meet Participation

Swimmer participation in competitions, although encouraged, are optional and not a requirement of membership within our club. Titans participate in several meets throughout the year including Titan hosted events as well as USA Swimming sanctioned events hosted by alternate clubs.

Meets may incur entry and/or event fees that are separate from any Titan membership or pool rental fees. These fees are automatically calculated and charged to your account after the meet is concluded. Effective September 1, 2022, this will also include a per meet surcharge to cover credit card transaction fees. Once a meet entry deadline is passed, any swimmer entries are final and will be charged to the account at the conclusion of the meet even if the swimmer does not end up participating in the event or attending the meet.

Meet entry and event selection is a Titan swimmer/parent responsibility. Meet entry information and deadlines are distributed via email and are completed online through the Team Unify platform. Meet Information can be found under the Event tab of the Titan website. **If you are unsure if your child is ready to swim in a meet, you are strongly encouraged to ask your level coach.** If asked, level coaches will also assist in meet entry planning to better place your swimmer in the appropriate events that match their age and level of ability.

### Relay Participation

As applicable, swimmers may be entered in relays unless requested not to by a parent or guardian. Once the coaches have entered a relay, the swimmer is committed financially for his or her portion of the relay cost. Scratched relays due to the absence of a swimmer (unless excused medically), will result in that swimmer being charged for the entire cost of the relay.

### TTSC Hosted Meets

The following swim meets are hosted by the Titans each year:

- Halloween Meet (typically late October)
- Holiday Meet (typically last weekend in December)
- Niagara LSC Championship Qualifier (second to last weekend in February)
- Natalie Lewis Spring Invitational (typically early to mid-May)
- End of Summer Meet (early August)
- Balloon Meets (for SD, L1 and L2) (typically end of each Stroke Development session)

### Championship Meet Participation

Participation in any National Level, Championship, or Qualifier meet will require the achievement of qualifying time(s) for a swimmer to participate. These time standards are set by USA Swimming/Niagara LSC and can be found on the Titan website under the TTSC Times – Time Standards menu option. Coaches may also ask non-qualified swimmers to participate in relay teams based on performance and need.

## OUTFITTING

TTSC does not have an official or required swimsuit brand or affiliation. Each swimmer will receive a latex Titan swim cap upon official joining of our team.

Swimmers should wear a comfortable one-piece suit for all practices and competition. Regular lap suits are used for training, while race (tech) suits are worn at swim meets. Race suits have a tighter fit and should be as snug as possible because you want to be as streamlined as possible when racing to avoid drag. **Please note:** There are restrictions for race (tech) suit usage in 12 & Under swimmers. Please refer to the 12&U Tech Suit Policy under the Swimmers tab of our website for more information.

### Swim Outlet TTSC Store

Although we do not have an official suit or brand affiliation, we have partnered with SwimOutlet to offer our team free online memberships AND up to 20% off accessories, swimsuits, and apparel. To shop our store, visit our website under the Titans Merch tab OR use this link: <https://www.swimoutlet.com/collections/ttsc> If you are new to our team, please send an email to: [tonawandatitansswimclub@gmail.com](mailto:tonawandatitansswimclub@gmail.com) for a personalized link to the free SwimOutlet membership.

### Personalized Swim Caps & Titan Apparel

Several times throughout the season we will open a personalized swim cap or Titan apparel order for optional purchase. In addition, meet specific apparel may also be available throughout the season. Personalized swim caps will contain a Titan log cap with the last name of the swimmer and will be ordered in a silicone material. Emails will be sent to all members with details.



# MEMBERSHIPS & DUES

## MEMBERSHIP CONTRACTS

As swimming opportunities are limited in Western New York, and like most other clubs in our area, Titan membership structure is based on reservation of spots within the club for a full year commitment. \*

Membership contracts begin in September and expire in August of the following year. Dues are prorated for new swimmers who join our club after January 1<sup>st</sup> of the applicable season provided that the swimmer has never previously been a member of our team.

\*The Stroke Development level is divided into three sessions: Session 1 (September – December), Session 2 (January – April), and Session 3 (May – August). At the conclusion of each Session swimmers will be individually evaluated and either moved to Level 1 or encouraged to continue with the next section. Participation in each session is an additional cost and is open to both current and new swimmers and is subject to availability and space.

## PARTICIPATION TERMINATION

Should you decide at any time to terminate your contract with the Titans prior to the end of the swim year, the unused portion of the annual dues is nonrefundable and any outstanding dues, memberships or passes, entry or relay fees, and family participation requirements (volunteer hours) are considered an obligation to the Titans and are due immediately upon termination of your participation.

## 2023-2024 TITAN MEMBERSHIP DUES

The following membership dues include all Titan operational, coaching, administration, and pool rental costs and have been approved by the Board of Directors for the 2023-2024 season:

Level	Annual Titan Dues
Stroke Development – Session 1	\$500
Stroke Development – Session 2	\$500*
Stroke Development – Session 3	\$500*
1	\$730
2	\$780
3	\$921
4	\$971
5	\$1,093
6	\$1,193
7	\$1,375
8	\$1,375

\*Discount provided to Stroke Development swimmers who are continuing onto from the previous Stroke Development session.

## MULTIPLE SWIMMER DISCOUNTS

We offer a multiple swimmer discount for the following number of participating members that join the team in Levels 1 – 8 no later than December 31<sup>st</sup>:

- 3 Swimmer families will receive a discount of 20%
- 4 Swimmer families will receive a discount of 25%
- 5+ Swimmer families will receive a discount of 30%

## ADDITIONAL MEMBERSHIPS

In addition to Titan Membership dues, the following memberships are required by each swimmer to participate on our team:

1. USA Swimming Membership - The USA Swimming membership is \$91 and is valid from January through December of the current year. This will be collected online directly by USA Swimming. You will receive a separate email with details on how to pay this fee after team registration.
2. Town of Tonawanda Titan Practice Pass\* - The cost of Titan Practice Pass is \$125 and covers the usage of all Town of Tonawanda pools that Titans utilize for practice and is required by and paid to the Town for all Titan Stroke Development – Level 6 swimmers. \*\* The Titan Practice pass is effective beginning the first practice of the 2023/2024 through the last practice of the 2023/2024 season. The cost is per swimmer and cannot be prorated. \*

***BOTH memberships are required for your swimmer to participate in any Titans related practice or event.***

\*If your swimmer or family has an active membership to the Town of Tonawanda Aquatic & Fitness Center, they will NOT be charged for the Titan Practice Pass. It is the member's responsibility to inform the Titans of this membership and to keep the pass current and renewed on time directly through the Town of Tonawanda in order to participate in any Titans related practice or event. Any members that do not renew their AFC membership before its expiration will be charged a Titan Practice Pass to their account.

\*\*Titan Level 7 and Level 8 swimmers are required to obtain a Youth Membership to the Town of Tonawanda Aquatic & Fitness Center to participate in weight room training. This must be purchased directly at the AFC and can be included in as part of an annual family membership.

## PAYMENT OPTIONS

The Town of Tonawanda Titan Swim Club offers a pay in full option on September 1<sup>st</sup> or upon registration after that date **OR** registrations through December 15<sup>th</sup> may implement an installment payment plan for collection of dues. \*

The 2023/2024 installment plan includes a maximum of four (4) payments collected in September 2023, November 2023, January 2024, and March 2024. Stroke Development – Session 1 will have a maximum of two (2) payments collected on September 2023 & November 2023 only.

If a swimmer joins our team after September 1<sup>st</sup> through December 31<sup>st</sup> the installments will be adjusted, not reduced, to fit the collection schedule to be paid in full by March. All payments must be made automatically on the 1<sup>st</sup> of the designated month through the electronic payment method that you have on file via Team Unify until the account is paid in full.

\*Please note: Any swimmers who begin our trial after December 15<sup>th</sup> must pay all membership fees in full. Installment plans are not available after December 15<sup>th</sup>. This includes the Stroke Development – Session 2 and Session 3. Dues are prorated for new Level 1 – Level 8 swimmers who join our club after January 1<sup>st</sup> of the applicable season provided that the swimmer has never previously been a member of our team.

## PAST DUE ACCOUNTS

Any accounts that are overdue by 15 or more days will be suspended, assessed a late charge, and swimmer participation will be restricted until the account is made current.

# VOLUNTEERING

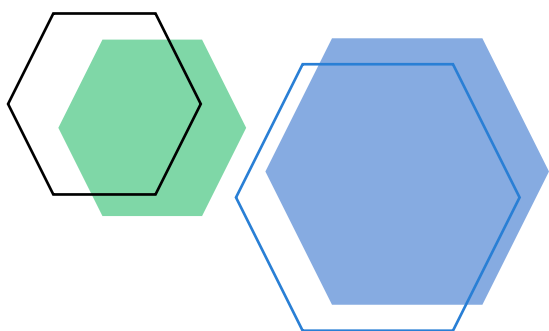
## FAMILY PARTICIPATION POLICY

Parental assistance is a crucial aspect in the development of a cohesive team environment, as well as a major contributor to both our athletes' success and the financial success of our team. As such, the Titans Board of Directors has developed a Family Participation Policy to encourage the involvement of athletes' families in the support of our team.

All Titans families need to support our team: our children/our athletes and our coaches. The goal of this Family Participation Plan is to foster a close-knit swimming community, ensure that the Titans' needs are met and that all families participate.

**Please be aware that failure to meet your Family Participation Requirements WILL result in your account being charged for missed sessions (hours).**

We do NOT want to institute a policy where families pay volunteer time up front and "earn" money back, but we are mindful that participation is essential to our club. PLEASE help us to avoid charging accounts and/or changing our policy by meeting your Family Participation Requirement.



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# PARTICIPATION REQUIREMENTS

## TTSC HOSTED MEETS

All Family Participation Requirements must be fulfilled during a Tonawanda Titan Swim Club hosted meet within the current season.

- TTSC is scheduled to host five (5) meets in the 2023/2024 season.
- There are a minimum of fifteen (15) separate sessions that make up these meets.
- Each session equals one volunteer hour.
- The actual time commitment for each session ranges from approximately 3-5 hours.
- No prior experience or training is required to volunteer for most positions at a meet.
- Families do not have to have a swimmer participating in a meet or a specific session in order to volunteer.
- Multiple family members can volunteer within session limits (as applicable).
- The minimum age of a volunteer to fulfill an obligation is 15 years old.

**All Levels Requirement:** In addition to volunteering, families from all levels are asked to assist in preparations for TTSC hosted meets by donating money to help us reduce the operational costs of our team meets. Food/supply donation needs equate to approximately \$3 - \$10 per meet for each family and will be automatically charged to your account the week prior to the meet.

**Stroke Development:** Families with swimmers in Stroke Development do not have assigned volunteer hours but are welcome and encouraged to assist in TTSC hosted meets by filling open volunteer positions.

### Level 1:

- Families are required to volunteer at one (1) session for each swimmer they have registered in Level 1.

### Level 2:

- Families are required to volunteer at two (2) sessions for each swimmer they have registered in Level 2.

### Levels 3 through 8:

- Families with one (1) swimmer in Level 3 – Level 8 are required to volunteer at five (5) sessions.
- Families with more than one (1) swimmer are required to volunteer an additional two (2) sessions for each additional swimmer.

**A fee of \$100.00 per session will be charged to your account at the end of the season should you fail to meet your volunteer requirements.**

### Session Sign Up Limitations

Unless otherwise communicated, families can only sign up for TWO SESSIONS at a time when a multi-session meet is initially posted. Upon notification PRIOR to the actual meet families may fill additional open spots if they are available. A notification email will be sent out stating that there are open spots.

### Participation Termination

Once you have completed the online registration and it is approved, your Family Participation Requirements will be assigned to your account. Should you decide at any time to terminate your contract with the Titans prior to your successful completion of these hours they will still be considered an obligation to the Titans and any outstanding hours not completed will be due in the form of \$100 per session upon termination of your participation.

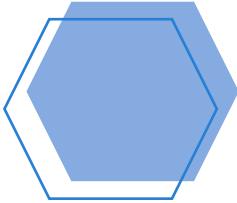
### Officials

If you are interested in becoming an official, please contact a coach or board member who will be able to notify you of upcoming clinics for new official training. The Niagara District periodically holds classes during the year for those interested in officiating. Becoming a certified official involves attending one of those initial classes, taking an open book test at home or online, and serving as an apprentice at a meet for at least 4 sessions. Once certified, any Titans official working during a Titans hosted meet will earn a credit of \$20 per session towards family dues.

## AWAY MEETS

There are times in which we are required to provide volunteers for meets that we attend as guests (non-Titan Hosted Meets). These requirements are sometimes communicated to us in advance and at other times within days of the actual meet.

All volunteer requirements are reviewed by the Titans Board of Directors and are assigned to attendees based on need and participation. **By entering your swimmer in an away meet (non-Titan Hosted Meet) you are also agreeing that should we be required to provide volunteers that you will be available to assist in a minimum of but not limited to one (1) assigned slot.** These assignments as they are not controlled by the Titans are not applicable toward your Titan session requirements. A fee will be assessed to your account should you fail to meet your volunteer requirements.







# SAFE SPORT POLICIES

USA Swimming is committed to providing a healthy and positive environment free from abuse for all its members. USA Swimming's Safe Sport program, a comprehensive abuse prevention program, consists of a multi-layered approach to keep kids safe, including required policies and best practice guidelines; mandatory screening, including criminal background checks and employment screening; training and education; monitoring, supervision, and mandatory reporting. These measures are informed by experts in the field of child safety and are among the strongest safeguards found in youth-serving organizations.

We, at **TONAWANDA TITANS SWIM CLUB**, fully endorse and support USA Swimming's Safe Sport and Safety programs, as well as MAAPP, by helping to provide these resources for our club members.

**TTSC Safe Sport Coordinator:** Marty Pauly - paulymartin@hotmail.com

To make a report: Use the online reporting form - <https://safesport.i-sight.com/portal>, call 833-5US-SAFE (587-7233), or find more information at [www.usaswimming.org/safe-sport](http://www.usaswimming.org/safe-sport)

## MAAP POLICY

USA Swimming's top priority continues to be keeping our athletes safe. No form of abuse, including child sexual abuse, has a place in our sport. As a part of our continued commitment to safeguarding our athletes, USA Swimming has enacted enhancements to our Safe Sport policy requirements. The Minor Athlete Abuse Prevention Policy (MAAPP) addresses one-on-one interactions, social media and electronic communications, travel: local and team, locker rooms and changing areas and massages, rubdowns, and athletic training modalities. Every USA Swimming club, Zone and LSC is required to implement the MAAPP in full.

The TTSC Minor Athlete Abuse Prevention Policy can be found on our website under the Safe Sport tab. Additional information about the MAAP policy can be found on the USA Swimming website: <https://www.usaswimming.org/safe-sport/minor-athlete-abuse-prevention-policy>

## CODE OF CONDUCT

The Titans have adopted the USA SWIMMING CODE OF CONDUCT. We are extremely fortunate to have use of the Town of Tonawanda facilities. To maintain our ability to use these facilities, we must strictly enforce the USA Swimming Code of Conduct, and our own Titans Code of Conduct, below. Remember – we are guests at all facilities that we use.

All swimmers and members of the Titans shall:

- Show respect and common courtesy for others and the property of others.
- Comply with all team rules.
- Leave all facilities in a neat and clean condition after use.
- Always demonstrate good sportsmanship.
- Respect and follow directions of the coaches.
- Have Fun!

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## CODE OF CONDUCT, cont.

No swimmer, parent, member, or guest of the Titans shall:

- Use or possess any illegal substance.
- Exhibit destructive behavior, including stealing and vandalism.
- Behave in an unruly or inappropriate way.
- Use inappropriate language (e.g...: swearing or derogatory comments).
- Bully or isolate any person (for more information regarding bullying please refer to the USA Swimming anti-bullying policy which has been adopted by the Titans).

Parents of Titans swimmers shall:

- Support your swimmer by getting them to practice and meets on time.
- Respect coaches, and not interfere with coaching in any way.
- Address concerns with the appropriate coach or board member in private.
- Show respect and common courtesy for others and the property of others.

All coaches employed by the Titans shall:

- At all times, adhere to USA Swimming's rules and code of conduct.
- Set a good example of respect and sportsmanship for participants and fans to follow.
- Act and dress with professionalism and dignity in a manner suitable to his/her profession.
- Respect officials and their judgment and abide by the rules of the event.
- Treat opposing coaches, participants, and spectators with respect.
- Instruct participants in sportsmanship and demand that they display good sportsmanship.
- Coach in a positive manner and do not use derogatory comments or abusive language.
- Win with humility and lose with dignity.
- Treat every athlete fairly, justly, impartially, intelligently, and with sensitivity.
- Always place the well-being, health, and safety of swimmers above all other considerations, including developing performance.
- Continue to seek and maintain their own professional development in all areas in relation to coaching and teaching children.
- Always maintain a professional separation between coach and athlete.

Any complaints of a coach violating this code of conduct will be brought to the attention of his/her supervisor and/or the club's board of directors.

## BULLYING POLICY

Bullying of any kind is unacceptable at The Tonawanda Titans Swim Club and will not be tolerated. Bullying is counterproductive to team spirit and can be devastating to a victim. The Club is committed to providing a safe, caring, and friendly environment for all our members. If bullying does occur, all athletes and parents should know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell a coach, board member or athlete/mentor.

### **Objectives of the Club's Bullying Policy and Action Plan:**

1. To make it clear that the Club will not tolerate bullying in any form.
2. To define bullying and give all board members, coaches, parents, and swimmers a good understanding of what bullying is.
3. To make it known to all parents, swimmers, and coaching staff that there is a policy and protocol should any bullying issues arise.
4. To make how to report bullying clear and understandable.
5. To spread the word that the Town of Tonawanda Titan Swim Club takes bullying seriously and that all swimmers and parents can be assured that they will be supported when bullying is reported.

### **What is Bullying?**

The USA Swimming Code of Conduct prohibits bullying. Generally, bullying is the use of aggression, whether intentional or not, which hurts another person. Bullying results in pain and distress.

The USA Swimming Code of Conduct defines bullying in 304.3.7. Bullying is the severe or repeated use by one or more USA Swimming members of oral, written, electronic or other technological expression, image, sound, data, or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination thereof, directed at any other member that to a reasonably objective person has the effect of:

- I. causing physical or emotional harm to the other member or damage to the other member's property;
- II. placing the other member in reasonable fear of harm to himself/herself or of damage to his/her property;
- III. creating a hostile environment for the other member at any USA Swimming activity;
- IV. infringing on the rights of the other member at any USA Swimming activity; or
- V. materially and substantially disrupting the training process or the orderly operation of any USA Swimming activity (which for the purposes of this section shall include, without limitation, practices, workouts and other events of a member club or LSC).

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**Reporting Procedure:**

An athlete who feels that he or she has been bullied is asked to do one or more of the following things:

- Talk to your parents;
- Talk to a Club Coach, Board Member, or other designated individual;
- Write a letter or email to the Club Coach, Board Member, or other designated individual;
- Make a report to the USA Swimming Safe Sport staff.

There is no express time limit for initiating a complaint under this procedure, but every effort should be made to bring the complaint to the attention of the appropriate club leadership as soon as possible to make sure that memories are fresh, and behavior can be accurately recalled and the bullying behavior can be stopped as soon as possible.

## ELECTRONIC COMMUNICATIONS POLICY

**POLICY APPLICATION**

Policy applies to ALL communications between an Adult Participant and a Minor Athlete.

**POLICY REQUIREMENTS**

Electronic communication includes but is not limited to phone calls, video calls, texts, social media platforms (e.g., Facebook, Twitter, Instagram, WhatsApp, Snapchat, etc.), fitness applications, emails, and direct messaging that occurs between an Adult Participant and Minor Athlete(s).

- Must be Open and Transparent.
  - A parent/guardian, another adult family member of the Minor Athlete, or another Adult Participant must be copied or included on the communication.
  - This includes all communication initiated by a Minor Athlete.
- Only electronic platforms that allow Open and Transparent communication can be used.
  - All team communication or communications from an Adult Participant to more than one Minor Athlete must copy or include another Adult Participant, or all the Minor Athletes' parents/guardians.
  - All communication should be professional in nature.
- Organizations and Adult Participants must honor a parent/guardian's request to discontinue communication with their Minor Athlete, unless there is an emergency.

**POLICY EXCEPTIONS**

If one of the following exceptions exists with appropriate consent, electronic communications are not required to be open and transparent.

- Emergency
- Dual Relationship–The Adult Participant has an existing relationship with Minor Athlete outside of the sport program.
- Close-in-Age–The Adult Participant has no authority over the Minor Athlete and is not more than 4 years older than the Minor Athlete.
- Personal Care Assistant–The Adult Participant is a Personal Care Assistant and has met all requirements.