

Charger Aquatics Santa Fe Handbook



Updated September 2025

Table of Contents

Welcome	4
Who is Charger Aquatics Santa Fe ?	5
Mission Statement	5
Vision Statement	5
Business Structure	5
Location and Facility Use Policy	5
Board of Directors	6
<i>Board Elections</i>	7
<i>By-Laws</i>	7
Coaches	7
How to Join Charger Aquatics Santa Fe:	9
<i>Club Registration</i>	9
<i>USA Swimming Registration</i>	9
Dues and Fees	10
<i>Monthly Membership Dues</i>	10
<i>Meet Fees</i>	11
New Swim Family Mentoring Program	11
Responsibilities	11
<i>Board Responsibilities</i>	11
<i>Coaches' Responsibilities and Duties</i>	12
<i>Parental Responsibilities and Duties</i>	14
<i>Swimmer Responsibilities and Duties</i>	15
Communication	15
The Swim Year	16
Swim Groups	16
<i>Group Placement Philosophy</i>	17
<i>Junior Swim League (Developmental)</i>	17
<i>White Group (Developmental/Age Group)</i>	18
<i>Yellow Group (Age Group)</i>	18
<i>Blue Group (senior)</i>	19

<i>Masters Group</i>	19
Practice philosophy	19
Swimmer Equipment List:	20
<i>Junior Swim League:</i>	20
<i>Yellow group</i>	20
<i>White group</i>	20
<i>Blue group</i>	20
Bad weather policy	21
Swim Meets	22
<i>What are swim meets?</i>	22
<i>The Four Strokes</i>	22
<i>Why do swim meets?</i>	23
<i>Philosophy of Competition</i>	24
<i>How to sign up for a swim meet</i>	24
<i>Preparing for swim meets: what to bring-Swimmers</i>	25
<i>Preparing for swim meets: what to expect-Families:</i>	26
<i>Heats and Events</i>	27
<i>Marking your swimmer</i>	28
Basic Swimming Rules and Disqualification	29
Official Times	30
<i>Qualifying times</i>	30
<i>Altitude adjustment</i>	30
<i>Essential Apps to track your swimmer:</i>	31
Swim level progression	31
Parent Volunteer Policy	32
Family Fundraising Commitment	35
Officiating	35
Safe Sport	36
Glossary	38

Welcome

Hi Swimmers and Parents,

Welcome, and thank you for choosing Charger Aquatics Santa Fe for your swimmer. I was born and raised in Santa Fe where I grew up swimming. This sport became my passion at a young age and changed my life in many positive ways. I swam for, and graduated from, Santa Fe Preparatory School and went on to become an NCAA-swimmer and graduate from Lewis and Clark College in Oregon, where I was the Captain of the swim team. I began coaching in 2012, shortly after graduating. When I began coaching, I set a goal to instill the same passion in my swimmers that I possessed as a young aspiring swimmer. Passionate swimmers dedicate their lives to the sport, and demonstrate the most discipline because their heart is in the sport. The most dedicated swimmers are not necessarily the fastest, I most certainly was not the fastest, but rather they find the particular aspect of the sport that they love and embrace it.

I am excited to work with your swimmer to help them realize their full potential and I look forward to witnessing the pride and self-confidence your children gain during their swim careers. Please contact me with questions or concerns. Thank you for joining our Charger Aquatics family.

Truly yours,

Lee Romero Taylor

*Head Site Coach, Santa Fe
Phone 505-699-9504*

Who is Charger Aquatics Santa Fe ?

Charger Aquatic Club–Santa Fe (CAQ-SF), was formerly Santa Fe Aquatics Club (SFAC). Our team has provided swim lessons, training and competitive opportunities for youth, adults and seniors in the Santa Fe community since 2009. In August 2021, we merged with Charger Aquatics, a competitive swim team based at Albuquerque Academy. The Board of Directors decided that this merger allow us to strengthen our team and provide our swimmers maximum opportunities and services.

Mission Statement

“The mission of Charger Aquatics Santa Fe is to promote a life-long love of swimming in swimmers of all ages and abilities. This will be achieved through a comprehensive training program that addresses the physical, mental, nutritional, and technical dimensions of the sport to support team and individual goals.”

Vision Statement

“Charger Aquatics Santa Fe aims to be the top New Mexico Swim Team as measured with respect to success in both the USA Swimming Club Excellence and Club Recognition Programs. We will provide swimmers the support and coaching necessary to achieve their personal swimming goals and to compete successfully at the local, state, regional and national level.”

Business Structure

Our club is a tax-exempt 501(3)(c) fundraising body for the benefit of supporting Santa Fe competitive age group swimmers.

Location and Facility Use Policy

Head Site Coach Lee Romero Taylor leads Charger Aquatics Santa Fe swim practices at the Genoveva Chavez Community Center (GCCC) in Santa Fe. In the event that the GCCC pool is closed for maintenance or a special event, we will endeavor to secure alternate practice time at one of the other City Pools.

[Genoveva Chavez Community Center](#)

3221 Rodeo Road
Santa Fe, NM 87505
Phone: 505.955.4000

Parents may drop off and pick up swimmers in front of the building in the allocated space, but parking longer than a few minutes is not permitted, as per facility policy. Parents should be aware that security personnel employed by the facility enforce this rule. The facility does have ample parking space in a main parking lot and overflow lots.

The dues that swimmers pay to the team covers the entry to the pool facilities. Parents may enter to watch practice, drop off, and pick up swimmers without incurring any charge. We hosts swim meets a few times a year at the GCCC pool – in these instances, spectators will also be able to enter the facility without charge.

Swimmers should arrive on the pool deck and in their swimsuit early enough for stretching and communicating with coaches. Lanes are assigned and available to each team for only the set practice time so we do not want to waste this time on deck. Some equipment i.e. fins, kickboards and pull buoys will be available for use at the both although swimmers are encouraged to acquire their own gear. A list of recommended equipment can be found in the 'Swimmer Equipment List' later in this document.

During practice, swimmers may only bring plastic bottles and non-messy snacks (such as energy bars) on to the pool deck. Swimmers are responsible for cleaning up after themselves on the pool deck and in the locker rooms.

Board of Directors

A volunteer Board of Directors manages the general management, business, operations, affairs and property of Charger Aquatics Santa Fe. The Board is primarily comprised of swimmers parents, although that is not a requirement to be a board member. At any time, the Board of Directors must consist of a minimum of 3-10 members. In addition to the elected officer positions of President Elect, Secretary, Treasurer, and Registrar, the organization may also elect up to five (5) members-at-large. The President Elect becomes the President the subsequent year. The Past-President also serves on the Board as a voting member. Election of officers and members-at-large is finalized at the annual meeting in September.

The Board has regular board meetings that are open to all of our regular members (i.e. the parent, guardian or custodian of a swimmer) and swim team members. The Board welcomes your input and participation in planning team events, swim meets, and fundraisers. The time and dates of Board Meetings will be posted on our Team Unify website and will be created as an 'Event' through TeamUnify so that all members are notified of upcoming meetings.

Generally, the Board meets once per month to discuss current affairs of the club and to ensure the clubs smooth operation. Names and contact information for the current Board members can be viewed on our TeamUnify website (sfaclub.com). Here you will also be able to review the Clubs Bylaws and past meeting minutes.

Board Elections

The Board makes decisions that affect the operation of the team so it is important that all swim members feel they have adequate representation. Regular Members in good standing may hold office on the Board of Directors and may vote at general meetings. A regular member is the parent, guardian or custodian of a swimmer who participates in the approved activities of Charger Aquatics Santa Fe. Each family supporting at least one (1) participating swimmer is considered to hold a single membership and shall have one (1) vote.

By-Laws

By-laws outline how our club is run and the policies and procedures we follow. The teams By-Laws can be accessed by current members on our Team Unify website. Here you can find detailed information on the Clubs policy with regards Registration, Dues and fees, Membership Requirements, Rules of conduct, Election, and Term of Office, Selection and duties of officers, Conflict management, Suspension or Expulsion. Our by-laws may be altered, amended or repealed and new bylaws may be adopted by majority vote of the Board of Directors present at any annual, regular or special meeting. See ARTICLE X of the bylaws for more information on this process.

Coaches

All of our coaches have their USA Swimming coaching certification, which requires them to complete Foundations of Coaching training, Athlete Protection Training, and Safety Training for Swim Coaches. They also all have their CPR certification and have passed a criminal background check.

Lee Romero Taylor - Head Site Coach



Head Site Coach, Lee Romero Taylor, is a lifelong NM resident from Santa Fe. Lee graduated from Santa Fe Preparatory School and went on to become an NCAA-swimmer and graduate of Lewis and Clark College in Oregon, where he was Captain of the swim team. Lee graduated with a Bachelor of Arts, Sociology/ Anthropology with a minor in Art in May 2011. Lee was Head Coach of the Kids Club Fun and Fitness in Vancouver, Washington where he coached, motivated and developed age group swimmers. Lee became the head coach of Santa Fe Aquatics in 2015 and, became the Head Site Coach of Charger Aquatics when we became a satellite branch of Charger Aquatics in 2021. He coached the New Mexico Zones team in 2019, and received Age Group Coach of the Year award for 2019 and 2020, and has served as the Technical Planning Chair and Age Group Chair for New Mexico Swimming.

Assistant Coaches

Our team also has several assistant coaches. Depending on which swim group your swimmers are assigned to they may spend more time working with these coaches on a day to day basis. On rare occasions that our head coaches are unable to attend swim meets one or more of the assistant coaches will be present instead. To help with overall team cohesiveness, throughout the year we occasionally have joint practices and events which provide the opportunity for swimmers that practice in different groups and pools get to know the other swimmers and coaches.

John Murphy - Assistant Coach

Vivian Gundzik - Assistant Coach

Myalee Vigil - Assistant Coach

How to Join Charger Aquatics Santa Fe:

Membership to the team will be open to all residents of the community. Membership may be granted once a minimum level of swimming ability is confirmed by the coaching staff and the swimmer is accepted onto the team. Membership may be limited based on the number of swimmers that can be safely accommodated in the pool during Club workouts. If you are interested in joining the team, please contact Coach Lee Romero Taylor to schedule a free try-out. At this time your swimmers ability will be assessed to determine the best placement option for them.

Club Registration

To join the team ALL swimmers must be registered with Charger Aquatics Santa Fe through TeamUnify AND additionally registered as an athlete with USA Swimming.



To register with the team, visit our TeamUnify website www.sfaclub.com and complete the club's annual registration process and registration payment (\$75/family). During the registration process, medical release and liability waivers must be signed, and the swimmer's parent/guardian must also sign in agreement to abide by the expectations and responsibilities as outlined in the "USA Swimming Parent Handbook" and the "Charger Aquatics Santa Fe Handbook" (this document). Membership to the team is maintained as long as the swimmer is considered current with their registration, dues and fees, and the rules of conduct are followed by both the participant swimmer and, their parent, guardian or custodian.

USA Swimming Registration



USA-Swimming provides insurance coverage for all individual USA-Swimming members and liability insurance for the Club. For the Clubs insurance to be in effect, all athletes participating in team practices must be current USA Swimming athlete members in good standing. As such, in addition to the Clubs annual registration fee every youth swimmer must also register with USA swimming for the year. USA-swimming athlete registration forms and the required annual fee are due to the Club Registrar at the time of joining the team. Each year thereafter, all annual fees and completed Athlete Registration Forms are due to the Club Registrar by October 1st.

Dues and Fees

Monthly Membership Dues

The method for collecting monthly dues is outlined below.

- 1) Monthly dues will be determined by the swim group to which the member is assigned as this determines how many and how long the practices are.
- 2) Will pay dues monthly to the Charger Aquatics Santa Fe on the first of the month. Late fees may be assessed on dues not paid by the 15th on time. Members can appeal charges to the Board. Fee disputes will be reviewed and a decision made within 30 days, at which time the member will be notified.
- 3) The GCCC pool and coaching costs are amortized over 12 months of the year. Pool lanes are reserved in advance based on all of our swimmers' schedules. Amortization allows us to keep our monthly fees as low as possible.
- 4) Our swim year has two seasons, 'short-course' and 'long-course'. This follows the format of the swim meets that are offered at certain times of the year. The Short Course (25 yd) Season runs approximately August through March, and the Long Course (50 m) Season runs April through July. Seasons include summer and/or vacation times and December holidays. There is a one week break in March following the conclusion of the Short Course Season. Generally concurrent with the public school's Spring Break. There is also a two week break in August at the end of the Long-Course season. These breaks along with holiday pool closures are considered covered by the monthly pro-ration. If you suspended your account, for reasons other than illness or injury, there is a possibility your swimmers spot will be filled and they will be waitlisted until there is available lane-space.
- 5) Members are expected to pay the full amount of their monthly dues each month, regardless of their ability to attend all their scheduled practices. Fractions of a month will not be pro-rated.
- 6) A swimmer that signs up for a season is expected to pay for each month of the season. Special circumstances may be considered with advance one month notice to the coach. i.e. a planned extended summer absence, or during periods of injury or illness when a Drs. note is provided. Once a member's account has been placed on suspension no monthly dues will be collected and the member will not be able to swim during this time.

Meet Fees

There are some additional fees that are associated with participation in swim meets.

Meet entry fees

Meet entry fees are set by the host team and charged for each meet entered by a member. Usually this charge is per event entered and ~\$4-\$7. Once you have committed your swimmer to a swim meet, and team entries have been submitted to the host team, swim members will be responsible for their entry fees even if they are unable to compete due to injury, illness or personal conflict. If, prior to the entry submission deadline, you discover your swimmer is unable to attend one or more days of the meet you can change your meet commitment, or indicate days you can't attend, on the commitment form. No charges will then be incurred for those days. Lack of knowledge of the meet entry process does not waive your meet fee liability. This policy is enforced because once your swimmers is committed, the team is responsible for paying these fees to the host team.

Coaching Fees

We charge a coaching fee of \$5/event. This helps to cover the expenses incurred by our coaches when they travel to the meets, as well as the time they spend working with the swimmers during the meet. This time is outside of their usual coaching duties and is not covered by monthly dues. Away travel meets that require overnight travel may incur additional charges to help cover coach accommodations etc. Our best estimate of these costs will be communicated at the time of the meet announcement so families are aware and can decide and plan accordingly.

New Swim Family Mentoring Program

To help mentor new swim families in navigating practices and swim meets the team Registrar can assign a seasoned swim family contact. This contact will usually have a swimmer of a similar age and can help addressing questions that may arise with respect to team function.

Responsibilities

The health and success of our club depends on the hard work and collaboration of the Board, our Coaches, our swimmers and their parents. Each of these entities plays a vital role. The responsibilities and expectations for each of these entities is outlined below.

Board Responsibilities

The Board is responsible for the ensuring that club business and operations are conducive to supporting the clubs mission and vision statement, is compliant with licensing and tax obligations, ensuring that the club is adhering to USA Swimming policies, and that the head coach maintain USA Swimming Coaching credentials. Each year, the Club shall make progress towards its goals by maintaining its USA Swimming Club Recognition Level, and working towards the next level. The Board is responsible for ensuring that Charger Aquatics Santa Fe offers quality coaching and sufficient opportunities for its members to participate in USA swimming sanctioned swim meets. The Board

performs an annual review on the coaches' performance coaching the swimmers. Any parental concerns with regards to the coaching may be brought to any board member who if warranted, will bring it for discussion with the board to address.

In brief, Specific roles of each Board member are : as outlined below.

President. The President shall preside at our Board meetings, serve as the chairperson of the Board of Directors, appoint committees and directors, and oversee all club activities. The President shall be the chief executive officer of Charger Aquatics Santa Fe and, in general, shall supervise and control all of the business and affairs of Charger Aquatics Santa Fe.

President-Elect. The President-Elect is also vice-president of the organization. The President-Elect shall preside at meetings in the absence of the President, shall assume the office of the President in the event that office is vacated,

Past-President. The Past-President shall serve as the second vice-president of the organization. The Past-President shall preside at meetings in the absence of the President and President-Elect. In the event the office of the President is vacated and the President-Elect is unable to assume the duties of President, the Past-President shall assume the duties of President. The Past-President shall perform other duties as assigned by the Board of Directors.

Secretary. In addition to performing occasional duties assigned to them by the President or by the Board of Directors, the Secretary shall keep the minutes of the meetings of the Board of Directors; be responsible for all reports, documents, and correspondence; see that all notices are duly given in accordance with the provisions of the Bylaws or as required by law.

Treasurer. In addition to performing occasional duties assigned to them by the President or by the Board of Directors the Treasurer shall collect and disburse all funds of the Club and keep a correct account of all moneys received and paid out as directed by the Board of Directors, and keep receipts thereof. The Treasurer shall make all financial records available for review by the Board of Directors, or a designated committee. All such monies shall be deposited in the name of Charger Aquatics Santa Fe in a bank, or other depository as selected in accordance with the provisions of the By-laws.

Registrar. In addition to performing occasional duties assigned to them by the President or by the Board of Directors the Registrar shall assist members with the Club registration process through TeamUnify and ensure that members have paid the required annual club fee. Additionally, the Registrar will ensure that all swimmers are current with their USA-Swimming or U.S. Masters Swimming registration and notify the Coach of non-compliance

Coaches' Responsibilities and Duties

The Coaches report to the Board. Coaches' responsibilities are limited to sport training, advisement, teaching, encouraging, and communicating with swimmer and parents. Coaches duties include practice and meet scheduling, securing practice space and associating with other swim leaders to maintain and

develop resources for our club.

Our Head Site Coach is responsible for:

- ☐ Running frequent swim practices during posted hours held in an organized manner with a training plan.
- ☐ Ensuring that the team has sufficient assistant coaches, with current USA Swimming Coaching credentials, to provide adequate coaching for the entire team.
- ☐ Provide workouts that appropriately challenge all swimmers and develop swimming ability.
- ☐ Developing a strategic meet schedule with well-rounded swim meet schedule that includes both novice and qualifying meets so all swim members have appropriate opportunities to race and meet goals.
- ☐ Publicizing the meet schedule for the season ahead of time so that families are able to plan accordingly. The long course meet schedule will be initially determined by March and the meet schedule for the short course season will be initially determined by July.
- ☐ Entering interested and qualified swim members into swim events determined beneficial for their swim goals.
- ☐ Working with swimmers to develop short and long-term goals and a plan to achieve them.
- ☐ Encouraging novice swimmers and their families to participate in swim meets to further their swim training and set measurable benchmarks for their swimming.
- ☐ Providing information on sports psychology and guidance on proper nutrition for their athletes.
- ☐ Providing dryland training appropriate for each swim group.
- ☐ Associating with coaches from other teams to develop cross training opportunities and collegiality.

Additionally, all of our Coaches are required to sign the USA Swimming 'Code of conduct' for coaches agreement annually to affirm that they agree to:

- ☐ Adhere to USA Swimming's rules and code of conduct at all times.
- ☐ 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 complain or concern about coaching code of conduct violations can be brought to the attention of

the club's Head Coach, or the Board of Directors.

Parental Responsibilities and Duties

Parents have a reciprocal relationship with the Board and the Coaches and a right and responsibility to hold the Board and the coaches accountable. Hold coaches accountable for fair, honest, respectful communication with swimmers. and their treatment of swimmers. Parents should not tell the Board or the Coaches how to perform their duties, but they should hold them accountable for the outcomes. Let the Coach! They are trained and experienced in judging a swimmer's performance and technique. Don't confuse your swimmer by providing contradictory coaching advice. Your role is to provide support regardless of the outcome of a single race.

The USA swimming parent handbook, available on our website and at time of registration, includes important information on how to be a supportive swimming parent including the '10 commandments of a swim parent'. Please read this documents and abide by its tenants.

Each year, our swimmers parents are required to sign the 'Code of Conduct for Parents' agreement to affirm that they agree to:

- ☐ Set the right example for our swimmers demonstrating sportsmanship and showing respect and common courtesy at all times to the team members, coaches, competitors, officials, parents, and all facilities.
- ☐ Get involved by volunteering, observing practices, cheering at meets, and talking with their swimmer and their coach about their progress.
- ☐ Refrain from coaching their child during practices or meets.
- ☐ Refrain from name-calling, or directing abusive language or gestures towards coaches, officials, volunteers, other parent , or any participating swimmer.
- ☐ Respect the integrity of the officials.

Additionally, parents are expected to

- ☐ ensure that their swimmer arrives on time for meets and practices,
- ☐ provide proper nutrition for their athlete,
- ☐ ensure their swimmer gets sufficient rest,
- ☐ see that swimmer balances their swim career with their academics and other extracurriculars,
- ☐ provide swimmer with proper equipment,
- ☐ encourage swimmer to track their times and make goals,
- ☐ pay for dues and fees in a timely manner
- ☐ Communicate to coach when swimmer will be absence.
- ☐ Take on volunteering and officiating duties when able.

At Charger Aquatics Santa Fe we believe that teaching each swimmer to take ownership of the sport is critical to self-development and success. A major part of that ownership is for the swimmer to have a relationship with their coach that is built on trust and open communication. A swimmer's face-to-face conversation with their coach can go a long way toward answering any questions a swimmer may

have. As a parent, you play a major role in helping to develop this relationship by providing background information to the coach about your child, including medical conditions, past experiences, etc., which may be useful in knowing more about your child.

Swimmer Responsibilities and Duties

Swimmers report to their coach. Swimmers are expected to follow instructions and training plans, and respect the coaches training decisions. Swimmers should ask for help if they feel they are struggling to master a skill, or do not understand a training drill. During annual registration, swimmers will be asked to sign the 'Swimmers Code of Conduct' which outline expectations for athlete behavior.

This code of conduct includes:

- ☐ Showing respect and courtesy to teammates and coaches at all times.
- ☐ Demonstrating good sportsmanship at all practices and meets.
- ☐ Setting a good example of behavior and work ethic for younger teammates.
- ☐ Being respectful of teammates' feelings and personal space.
- ☐ Attending all team meetings and training sessions, unless excused by the coach.
- ☐ Showing respect for all facilities and equipment used during all team activities.
- ☐ Refraining from foul language, violence, behavior deemed dishonest, offensive, or illegal.
- ☐ Talking with the coach if you disagree with an official's call at a meet, rather than approaching the official directly.
- ☐ Obeying all of USA Swimming's rules and codes of conduct.

Additionally our swimmers are expected to:

- ☐ Work with the coach to set appropriate goals and a plan to meet them.
- ☐ Be positive and engaged and try their best at all practice and meets
- ☐ Take care of their gear.
- ☐ Come to all practices and meets with the appropriate equipment and a positive attitude
- ☐ Take care of themselves. . Eat like an athlete, healthy and sufficient to fuel your workouts.

Communication

Our Coaches are your swimmers mentors. Communication is a key part of any successful coach-swimmer relationship and coach parent relationship. We will communicate with you about upcoming swim events, important meetings, practice cancellations, schedule changes by e-mail. In the event of short notice cancellations i.e. due to a pool closure our coaches try their best to additionally notify you by text. Good communication is vital for a positive swimmer-coach and coach-parent relationship. You are welcome to watch your swimmer during practice but please do not plan to have a lengthy conversation with the coaches during this time as they will be focused on coaching the swimmers. If you have questions related to your swimmers training that need more attention than can be provided in a casual conversation please make a meeting appointment with the Coach. While the Coaches may be able to talk to you briefly before or after your swimmers practice you should be aware that they

may have other coaching commitments that they need to give their attention to.



The Charger Aquatics Santa Fe website sfaclub.com is hosted through TeamUnify, swim-team management software. It is important that each swim member is registered with the team through our TeamUnify website because this is how we are able to manage accounts, communicate with members and sign swimmers up for meets. Through TeamUnify e-mail we will communicate with you about pool closures or bad weather contingency plans, upcoming team events, swim meets, new gear availability, volunteering and fundraising opportunities. **Please make sure that your current e-mail and SMS phone number are in your TeamUnify under 'MyAccount'.** Our TeamUnify website also has the most current information on Safe Sport, team policies, practice schedule etc. This is also the place to go for links to USA swimming registration forms, time standards and club records.



Follow Charger Aquatics Santa Fe on Facebook or Instagram to connect with your swim family through event announcements, photos and videos, notices of post closure, gear offers and more. If you have photos you would like to share with the team then send them our way!

The Swim Year

Every year is divided into two swimming seasons 'short-course' and 'long-course'. The short-course season runs from late August through March. A series of championship meets for all ages and levels of swimmers is conducted from late February through March. These competitions are held in 25-yard pools. The long-course season runs from April through early August. These competitions are held in 50-meter pools. Practices are offered throughout the entire year and our coaching staff encourages all swimmers to continue swimming through both seasons for their long-term development, although due to other commitments, some swimmers may choose to take a break during certain seasons. The coaches want ALL swimmers to take a one week break from swimming following the end-of-season championship meets in both seasons. This will provide them a complete physical and mental break and allow them to come back to swimming fully rested.

Swim Groups

Charger Aquatics Santa Fe offers training and practice groups for swimmers of a range of ages and ability levels. It is the goal of Charger Aquatics Santa Fe to offer fun, age-specific swim training for all of our athletes geared towards challenging each individual and developing each individual to the best of his or her ability. The days and time of your swim practice will be determined by your swim group assignment following tryouts

Group Placement Philosophy

Charger Aquatics Santa Fe has been structured around three basic phases of athlete development in age group swimming. At each level of the program, we continually try to evaluate and adapt to the multitude of factors, both scientific and physiological, that might impact the growth and development of our young athletes. Within this development framework, our Club divides its youth swim practices into 4 swim groups: Junior Swim League, White, Yellow, and Blue. Practice days and times are determined by the swimmers assigned swim group.

Phase I: Development Training: Junior Swim League

Phase II: Intermediate Training: White and Yellow Group

Phase III: Advanced Training: Blue Group

Group placement is based on many factors and a fair amount of coaching instinct. However, there is a big picture, team-wide philosophy that drives group placement decisions. We hope that communicating these ideas will allow for a better understanding of group placement decision making.

The most important factors driving group placement are:

- Maturity (chronological age, physiological age, and emotional development).
- Training ability and technique.

Racing times are not a primary factor for group placement; although they may be an indirect factor as racing times translate to meet qualification and training needs. The swimmer's group placement determines a floor, not a ceiling. And by that, we mean that each group has different standards for membership (the floor) but does not have upper limits of achievement (the ceiling). In no way does group placement communicate the coaches' belief about a swimmer's potential.

A swimmer's group is not meant to be a predictor of future success, nor an indicator of his/her worth to the team or to the coaches. First and last, we view swimmers as outstanding young people, and the more we can do to remove inaccurate status labels from groups, the better. Finding the appropriate group for each swimmer is the goal, and doing so is our challenge. As the swimmers grow physically and emotionally (often rapidly), their needs change. The more we think and talk in terms of appropriate group placement and the changing needs of swimmers, the healthier our team culture will be.

Also, we understand that group moves are not a small change in your lives as parents. Group moves often change schedules, which potentially affects other activities, car pools, team dues, coaches and expectations. But just like going from middle school, or from one level of math to the next, these moves can be looked upon as necessary steps along the way.

Junior Swim League (Developmental)

Junior Swim is a technique-based program. Our coaches work with your swimmer on all four

competitive strokes and gaining endurance through drills and kicking. Your swimmer will also be introduced to racing skills such as dives, turns, and streamlines. Swimmers leave class feeling like they got a good workout and are part of a team. Many swimmers use Junior Swim as a stepping stone to the competitive swim groups on our team and we encourage participation in novice swim meets that have events specifically geared for this group and help foster team camaraderie. The Jr Swim group meets 2x per week for 1 hour per practice.

White Group (Developmental/Age Group)

This group bridges the gap between our developmental and age group programs. Swimmers who move into this program must be able to swim all four strokes and maintain good technique in low-intensity interval work at short distances. The emphasis begins to change from primarily teaching to an equal balance of technique work and physiological development.

1. The focus is still centered on teaching fundamentals and developing a strong foundation in all four strokes.
2. The number of practices per week offered at this level increases from 2 to 3 workouts per week for 1.5 hours per practice and swimmers are encouraged to attend as many practices as possible.
3. Athletes begin to do more mileage weekly with an emphasis on low-intensity aerobic conditioning. Fundamental skills that were learned in the first phase of training will be strongly reinforced as swimmers begin to swim farther in practice.
4. The emphasis on an IM-based program will be strongly reinforced.
5. We believe in making this program fun and enjoyable through a unique and creative coaching approach.

Yellow Group (Age Group)

Swimmers who move into this program must be able to swim all four strokes and maintain good technique in low-intensity interval work at increased distances. The emphasis begins to change from primarily teaching technique to more fitness and physiological development.

1. Drill work and technical work is still something that is worked on every week in this group, however physiological development plays a much bigger role in this group and fitness becomes an emphasis.
2. The number of practices per week offered at this level is 5 workouts per week but for 1.75 hours per practice. Swimmers are encouraged to attend as many practices as possible.
3. Athletes begin to do more mileage weekly with an emphasis on aerobic conditioning and an introduction to anaerobic conditioning work. Fundamental skills that were learned in the first

and second phase of training will be strongly reinforced as swimmers begin to swim farther in practice.

4. The emphasis on an IM-based program will be strongly reinforced as swimmers start to participate in longer distance events including the 500 Free/200 IM.
5. We believe in making this program fun and enjoyable through a unique and creative coaching approach.

Blue Group (senior)

For swimmers joining the Blue group, the quantity and intensity of the training program increases. The program structure calls for more time devoted to physiological conditioning than to teaching fundamentals, though technical work is still a part of practice each week and is emphasized at the beginning of each season.

1. In this phase, the mileage completed each week begins to be an important consideration. We want to fully develop aerobic capacity.
2. Although aerobic conditioning is still the highest priority, we have athletes begin to do more anaerobic threshold work. It is critical that technique is not compromised as swimmers swim faster in practice a greater percentage of the time.
3. The training program focuses on the middle distance freestyle and middle distance IM.
4. Swimmers are encouraged to attend all scheduled workouts. Swimmers will be swimming 5 to 6 workouts per week for 1.5 to 2 hours per practice.
5. Careful attention is given to maintaining aerobic fitness levels from one season to the next. Breaks between seasons are limited to avoid significant deterioration of aerobic fitness.
6. Dry land training occurs 2x per week (45 minutes per session) with the emphasis primarily being on the development of core body conditioning, injury prevention and teaching swimmers how to lift weights.

Masters Group

Masters swimming is for anyone over the age of 18. Some of our swimmers use practices as part of triathlon training while others use them as part of their fitness regime. As with our youth groups, swimmers are grouped in lanes by ability level and our coach will tailor workouts to match the ability and fitness level of each group and swimmer so that all participants get the most out of each workout.

Practice philosophy

Charger Aquatics Santa Fe monthly charge is determined by your training group and pool

placement. These fees cover the workout development and coaching associated with each swim group. Our team does not offer a minute/\$ service. The practice times for each swim group are adhered to as close as possible but, on occasion, a swim practice may end a little earlier or later. **It is important that each swimmer arrive poolside, ready to start their workout at the designated time.** This punctuality and preparedness will allow the coaches to keep practices running smoothly. Unless prior arrangement has been made with the Coach, swimmers regularly arriving more than 5 minutes late may not be allowed to participate in the practice. This policy will ensure that all swimmers have adequate time to warm-up prior to working on their main practice, and that the practice of the team is not disturbed by late-comers.

Swimmer Equipment List:

To make practice go as smoothly as possible it is important to send your swimmer with the equipment they need to be successful.

Junior Swim League:

- Swim cap
- Swim suit/jammers/briefs¹
- Goggles (no face masks please)
- Backup goggles²
- Water bottle³
- Towel
- Kickboard
- Pull Buoy (Jr. Size)
- Fins (longer fin)⁴

White group

- Swim Cap
- Swim suit/jammers/briefs¹
- Goggles
- Backup goggles²
- Water bottle³
- Towel
- Kickboard
- Pull Buoy
- Fins (longer fin)⁴

Yellow group

- Swim Cap
- Swim suit/jammers/briefs¹
- Goggles
- Backup goggles²
- Water bottle³
- Towel
- Kickboard
- Pull Buoy
- Fins (longer fin)⁴
- Paddles⁵
- Swim snorkel
- Footwear + clothes for dryland⁶

Blue group

- Swim Cap
- Swim suit/jammer/briefs¹
- Goggles
- Backup goggles²
- Water bottle³
- Kickboard
- Pull Buoy
- Fins (longer fin)⁴
- Paddles⁵
- Swim Snorkel
- Swim parachute (small size)
- Footwear + clothes for dryland⁶
- Drag suit *

1. Appropriate training attire must be worn for all practices. Girls should wear a swimsuit that fits snugly and without superfluous ruffles etc. Boys must wear either brief or jammer. Suit run the gambit in terms of brands, styles, colors quality, and price. Swimmers should purchase whatever “suits” their fancy. Although it is not required, we recommend purchasing a suit for practice in addition to a ‘competition’ suit. After multiple hours of practice in the chlorinated pool the elasticity in the suit will wear down. Reserving your competition suit for meets will greatly increase the life of your team uniform.
2. Goggles often break or start leaking after repeated use. While the coach will usually be able to find a ‘spare’ that can be used for that practice it is highly recommended that your swimmer always have a back-up with them.
3. We require that swimmers bring water bottles to practice and meets. Dehydration is the primary reason for cramps and fatigue. A swimmer loses six to eight ounces of fluid every fifteen minutes. It is very important to prehydrate, to drink during practice, and to rehydrate afterwards. We also recommend deck sandals for locker room passage and meets.
4. Swimmers will have set days when dryland training happens pre swim workout. However, because there are sometimes unplanned pool closures outside of our control, we would like all swimmers to always be prepared with appropriate athletic wear and athletic shoes to participate in dryland. In the event of an unplanned pool closure right before or during practice coaches will lead a dryland practice.

*Optional but recommended. The team has training equipment that can be used by all swimmer on the team. However, as your swimmers skills develop and they progress into the higher level swim groups they often prefer to have their own set of equipment.

Our website sfclub.com has links to our team gear suppliers.

Bad weather policy

In the event of lightning the GCCC pool closes to keep patrons safe. If the Coaches have been notified of lightning and pool closure prior to practice then they will cancel practice and will make every effort to communicate directly with each member. Occasionally inclement weather (lightning within 5 miles of pool location) may occur while swimmers are already in the pool. In these instances the swimmers will be directed to exit the pool. Swimmers will be unable to enter the pool from within 30 minutes of the last lightning strike being detected. Depending on time, Coach will decide if the team will conduct alternate dryland training. As such, it is important that all swimmers bring attire appropriate for dryland training to each practice, particularly during July and August when pool closures due to lightning are relatively common. In the event that practice finishes early, coaches will notify parents that swimmers will need picked up early. Coaches will remain with swimmers until all have been picked up. **Please make sure that your current e-mail and SMS phone number are in your TeamUnify under ‘MyAccount’.**

Swim Meets

What are swim meets?

A swim meet is an organized swimming competition between individuals or teams. Swim meets are optional but highly encouraged as they are the best way for a swimmer to measure their performance, and see how all their hard work during countless hours of practice has paid off. Our team participates in USA Swimming Sanctioned swim meets. This means that your swimmers times achieved in these competitions will become part of their official swimming record tracked by USA swimming. The host team for the swim meet usually dictates which events will be offered at a meet but usually a combination of all strokes and most distances will be offered. Swim meets are held throughout the short course (25 yd pool) and long course (50 m pool) seasons. The coaches will determine, prior to the beginning of each swim season, which meets the team will be participating in and will post them to the 'Events' page on our TeamUnify website sfaclub.com. This will enable families to plan ahead and 'save the date'. Some swim meets will be in, or close to, Santa Fe while others will require further travel within and outside of New Mexico. Meets will range from a half day to four days. Some meets will be geared more towards novice swimmers while others will have age or time requirements that have to be met in order for a swimmer to qualify to swim them.

The Four Strokes

The four competitive swimming strokes are freestyle, backstroke, breaststroke and butterfly. The combination of all four strokes is called individual medley.

In freestyle events, the competitor may swim any stroke. The stroke most commonly used is sometimes called the crawl, which is characterized by the alternate stroking of the arms over the surface of the water surface and an alternating (up and down) flutter kick.

Backstroke consists of an alternating motion of the arms with a flutter kick while on the back. On turns, swimmers may rotate to the stomach and perform a flip turn and some part of the swimmer must touch the wall. The swimmer must finish on the back.

The breaststroke requires simultaneous movements of the arms on the same horizontal plane. The hands are pressed out from in front of the breast in a heart shaped pattern and recovered under or on the surface of the water. The kick is a simultaneous somewhat circular motion similar to the action of a frog. On turns and at the finish, the swimmer must touch the wall with both hands simultaneously at, above or below the water surface.

Some consider the butterfly to be the most beautiful of the strokes. It features a simultaneous recovery of the arms over the water combined with an undulating dolphin kick. In the kick, the swimmer must keep both legs together and may not flutter, use scissors or use the breaststroke kick. Both hands must touch the wall simultaneously on the turns and the finish.

The individual medley, commonly referred to as the I.M., features all four strokes. In the IM, the

swimmer begins with the butterfly, then changes after one fourth of the race to backstroke, then breaststroke and finally freestyle.

Why do swim meets?

Participation in swim meets is highly encouraged to develop swimmer's skills and foster teamwork. Swim meets are the chance for swimmers to learn the value of hard work, of setting and chasing goals, and other life skills including dealing with setbacks, and developing sportsmanship. Former national level swimmer, Olivier Poirier-Leroy (SwimSwam, February 11th, 2019) provides a great summary of why every swimmer should go to swim meets:

- 1. Sportsmanship.** In competition we learn the value of sportsmanship. There is value in waiting for other swimmers to finish before hopping out of the pool after a race, of waiting and cheering on the competition struggling to complete their own race. Watching young swimmers behave in this way is not only educational for other swimmers, but heartening and inspirational for the rest of us.
- 2. Teaches swimmers to set goals, and make a plan to crush 'em.** Swim meets provide the opportunity for swimmers to work towards a specific goal. Which requires them to make a plan to achieve it, something that will translate well to whatever they choose to do outside of the pool.
- 3. Learning to cope with disappointments.** They swam their little heart out, crashed into the wall in a flurry of arms and splash, spun around to see their time—and their face instantly fell. Either they lost the race they wanted to win, came short of breaking their personal best, or their goggles filled up with water right off the dive. Swimming is a microcosm of life; sometimes things simply don't fall into place the way we want or expect. Realizing that things won't always go our way, and understanding that the path forward is one we must pave, is a lesson that will come in handy during all stages of life.
- 4. It is the ultimate feedback for how you train.** Piling up the miles and going in-practice bests are awesome, and can help you stay motivated and excited about training. However, to get a full idea of where your skills and abilities rack up, you gotta get up on the blocks. It's difficult to fake the nerves and adrenaline you get in the moments before your race, and more importantly, once your race is over you not only get a clear idea of just how fast you are capable of going, but you can figure out where you can improve most moving forward.
- 5. Teaches the value of hard work.** The most dangerous swimmer in the pool can often be found with the silver medal around his or her neck. Coming that close to winning, close enough that they can taste it, often acts as the jet fuel to higher performance. Having come so close, the runner-up will double down on their effort and commitment in the pool [in an effort to achieve the Champion title].
- 6. Gives you the opportunity to redefine your limits.** There is nothing quite like swimming faster than you ever have. That feeling of looking up at the scoreboard and seeing a number faster than you thought was possible of yourself. When you shave a heap of time off of your best time your pre-conceived limits are forever altered. You now expect more and better from yourself.
- 7. Camaraderie.** Although swimming is a hybrid individual/team sport, the swim meet is a decidedly team atmosphere. Whether it is taking a coach bus together, painting the sides of the vans with inspirational sayings, or even flying across the cross country together, swim meets bring athletes together. Teammates cheer for one another, screaming themselves hoarse even though they have

a final of their own to swim shortly after, to swimmers from different teams cheering on an athlete who is having the swim of his or her life. A sense of kinship is inevitable when you go to battle together for a full weekend, each chasing the outer limits of what is possible.

Philosophy of Competition

The goal of our coaches is to bring each swimmer up to their full potential. This being said, not every child will make State Championship qualifying times in every event, but it doesn't mean that no progress has been made. The coaches will keep a record of fastest times for each swimmer, and will also have a record of their goal times. This way they are racing against themselves but also have a larger goal for which to strive. In preparing for your swimmer's meets, the following are some basic fundamentals of competition that our coaches stress:

- Each swimmer should compete with him/herself. It is more beneficial to improve one's time and/or technique than to win a ribbon or medal.
- In addition to earning 'best times', our coaches value and praise working on technique and/or race strategies. It is possible that a swimmer won't improve their time when they are trying something new (e.g. flip-turns, new stroke technique, etc.). However, if a swimmer continues to develop their skills they will see improvements in the long run.
- Swimmers are taught to set realistic goals, and as they get older, they are taught to relate performance in practice to their goal times.
- Swimmers are encouraged to swim a variety of events, not just their favorite, as this will promote versatility since swimmers are continuously switching best events as they grow, mature, and change body shapes and sizes.
- SUCCESS = Improving one's own, best self.

How to sign up for a swim meet

The team uses the TeamUnify swim-team management software to sign swimmers up for swim meets. Once the team has committed to attending a swim meet the meet is added to the 'Event' calendar that can be accessed through the TeamUnify website sfaclub.com. An e-mail will be sent to each family when a new event is added to the teams swim calendar, and then again as the signup deadline approaches. The Coach usually puts notes about each meet i.e. novice meet, qualifying meet, travel meet etc. and posts links to any available meet information provided by the host team. This will help you determine if it is an appropriate meet for your swimmer to participate in.

The following is a step by step guide on how to 'commit' your swimmer to a swim meet. Once you have logged in to your team unify account at sfaclub.com:

1. Go to 'Events tab'
2. Select event of interest
3. Select 'Attend/Decline'

4. Select the swimmer you wish to commit to the meet
5. Under 'Declaration', use the drop-down menu to specify if you would like to have your swimmer signed up for the meet.
6. Click 'Save Changes'.

For multi-day meets, if there are days that you cannot attend then you can make a note of this at time of sign up. The Coach will sign your swimmer up for the swim events (i.e. 50 backstroke, 100 free) that he wishes the swimmer to swim. In general, it is usually better to leave the selection of events to the Coach who will know when swimmers are ready to try a new event, or if it is time for them to swim an event they have not competed in in a while. Parents can make a note of an event your swimmer wants to swim for the Coach to take into consideration.

USA Swimming rules state that in meets with both preliminaries and finals, a swimmer can compete in not more than three individual events per day. In a timed finals meet, a swimmer may compete in not more than six individual events per day. The number of 'events' that your swimmer can swim in at a given meet may be less than this, but will be determined by the specific rules posted for the meet. Please be aware that the Coaches may also choose to select your swimmer to participate in one or more team relays. This decision will be made once the deadline for signup has passed and the Coaches know which swimmers plan to participate in the meet.

Up until the event signup deadline you can change your commitment at any time without incurring any penalty. Simply re-visit the 'Events' page [3] and 'Edit commitment' if you need to withdraw your swimmer from a meet, or if you become aware that you will only be able to attend certain days of the meet. Once the signup deadline for a meet has been reached the Coach finalizes which events he wants your swimmer to swim and will send all information on committed athletes to the host team. At this point, the team is required to pay the meet fees for your swimmer. This is why, if your swimmer is listed as 'committed' to an meet at the time of the event sign-up deadline, you are required to pay the associated meet fees even if you decided not to attend.

Once the coach has submitted meet entries to the host team, you can re-visit the meet on the 'Events' page and all of the events that your swimmer has been signed up for will show here [6]. A few days prior to the meet the Coach will send out an e-mail with all the available meet information including a list of your swimmers events, time to be on-deck for warmups, and a psych sheet if available. At the end of each month, an itemized invoice for the meet including meet entry fees and coaching fees will be sent out. Failure to pay these bills may make your swimmer ineligible to sign-up for future meets.

Preparing for swim meets: what to bring-Swimmers

This equipment list will ensure your swimmer will arrive adequately prepared for a swim meet.

- Swim suit/jammers/briefs – preferably team suit or team colors. Should be a snug fit to reduce drag.
- Team swim cap
- Goggles + extra goggles (in case of leaks/breakage etc.).

- Towel + extra towel. After a few events a towel will get quite wet. Having at least one additional towel is highly recommended.
- Warm Dry clothes – i.e. sweatpants and sweatshirt to keep swimmer warm between events.
- Swim parka (optional) - a good fast way for the swimmer to get warm.
- Snacks – good quality carbs and protein to keep energy up.
- Drinks – sports drink and/or a water bottle.
- Flipflops.

Preparing for swim meets: what to expect-Families:

Below is an outline of what to expect from a meet to help you feel prepared. Don't forget, there are plenty of families that have lots of experience attending meets and they will be happy to show you the ropes.

- Make sure you know where the pool is and how long it will take you to get there. Leave with plenty of time to get your swimmer changed and on-deck in times for warm-ups – which are often an hour before the beginning of the meet. If swimmers do not arrive in time to adequately warm up with the team without prior communication with the coach, they may be prevented from participating in the meet.
- Bring cash. Heat sheets and drinks/food are usually available from the concession stand which usually only takes cash. Heat sheets are usually are \$3-10 depending on length of the meet. Heat sheet sales are often a small fundraiser for the host team so not only is it useful information to have, it supports swimming.
- Bring a Sharpie marker to 'mark' swimmers arm and a highlighter to highlight your swimmer on the heat sheet. This will make it a lot easier to follow the meet and make sure you don't miss your swimmers swims. The following sections give more information on how to do this.
- Bring folding camp chairs. Every pool is different, and while some pools have seating in the bleachers this is not always the case, and they are not the most comfortable seating for a multi hour swim meet.. The team usually tries to secure a spot on the pool deck large enough for swimmers and families to sit together. At most meets the team will have the team sign that will make it easy to identify where the team is located once you arrive at the pool.
- Swimmers need to stay fueled and hydrated during the meet. Bring a selection of high quality carb and protein snacks for your swimmer. Not junk food. The swimmers bodies are working hard and need to be fueled appropriately. You may need to remind your swimmer to eat and drink throughout the meet – they often forget or not realize that they need to.
- Some of the meets we attend are at outdoor pools. In these instances sunscreen is highly recommended. The team will also bring a pop-up shade tent to try and keep the swimmer cool.
- Taking pictures – wanting to take pictures of your swimmer is understandable and completely fine so long as it doesn't interfere with the swimming, or go against USA swimming rules. USA Swimming prohibits ANY photography from behind the starting blocks at any time. Flash photography is also not permitted at the start of the race – this is because the timing equipment uses a flash bulb and flash photography could interfere with this or confuse the swimmers.
- Providing positive encouragement to your swimmer before their event is encouraged but please do not 'coach' your child before their event – if they have questions encourage them to speak to their coach. To hear conflicting advice from a parent and Coach can be confusing. If

you have questions about why they are doing something a certain way please take this up with the Coach.

- Be prepared to hear that your swimmer has DQ'd (disqualified) in an event. A DQ is quite common for new swimmers as they are in the process of figuring out the technicalities of swimming the stroke legally. If a swimmer is DQ'd this means that they are not eligible for placing (and award if relevant) in an event and their time will not be recorded as an official USA Swimming time. Hearing that they have DQ'd can be tough for a swimmer. As a parent/guardian you can help them keep things in perspective. For more information of DQ's see '*Basic Swimming Rules and Disqualification*' below.
- Encourage swimmers to stay off their phones during the meet so they can interact, watch and cheer for their team mates and stay engaged in the meet.
- Cheer on your swimmer and provide positive feedback after their events – even if they didn't go as planned.

Heats and Events

Every swim meet will be arranged in terms of 'events' which are a specified stroke and distance. Because more swimmers are usually signed up for each event than the number of lanes in the pool, each event will be further divided into 'Heats'. Usually slower swimmers, or swimmers with no official time (NT) will swim in earlier heats and the faster swimmers will swim in the later heats. As the meet progresses, the announcer will say the *event* and *heat* number that is about to swim so that everyone can keep track of meet progression. This information will also be displayed on an electronic board. It is important to be aware of which event they are on so that you and your swimmer don't miss their event.

Participants compete in different gender and age groups depending on how old they are on the first day of the meet. Traditionally recognized age groups are 10 and under, 11-12, 13-14, 15-16, 17-18. Many local meets feature additionally feature an 8 and under category, single age groups, or senior events. At some meets, age and gender are mixed within the event and heats, but may be broken out into the traditional categories for scoring.

The *Heat Sheet* is a program that shows all the participating swimmers and what *events* they will participate in, as well as the *heat* number and *lane* number.

Sample heat sheet

Event # The number of your swimmers event. Will be announced and on scoreboard so you can track meet progression.

The stroke and length of the event

Heat # The number of your swimmers heat. If there are more swimmers than available lanes the event will have multiple 'heats'

Lane # The number of your swimmers assigned lane.

Swimmers personal best time is previously swam the event. Otherwise NT indicates no time.

Swimmers gender and age

Swimmers team affiliation

Event 12 Mixed 11 & Over 100 Yard Breaststroke					
Lane	Name	Age	Team	Seed Time	
Heat 1 of 3					
1	Gallegos, Aidan	M11	SFAC	NT	
2	Doyle, Malani	W12	LAA	1:34.35	
3	Duran, Hanna	W13	RACE	1:32.01	
4	Richards, Hayden	M14	DUKE	1:29.11	
5	Ballard, Derique	M13	SFAC	1:30.34	
6	Lee, Gabriella	W13	Seals	1:34.21	
7	Becker, Elias	M12	LAA	1:34.54	
8	Gibson, Jacob	M12	DUKE	NT	

The Coach will have e-mailed your swimmers *Event* numbers prior to the meet. Once at the meet and you get a heat-sheet you can look through it to identify exactly when and where your swimmer will be swimming. Many parents like to use a highlighter to highlight their swimmer, or other team swimmers, in the heat-sheet. This makes it much easier not to miss any swims you are interested in.

Marking your swimmer

Your swimmer needs to know what events, heat and lane they will be swimming during the meet, and keep a track of the events being called as the meet progresses so they don't miss their event. To keep a meet moving smoothly and on time the meet officials will not wait for swimmers that are not ready. To help swimmers keep track of their events parents are responsible for 'marking' their swimmer. All of the information needed to complete the marking will be found in the heat sheet for the meet. 'Marking' consists of writing the information for each event the swimmer is competing in on the swimmers arm in the standard grid format – see image below:

Sample arm marking



Basic Swimming Rules and Disqualification

All USA sanctioned swim meets require swimmers to perform their strokes (or events) legally. Age group swimmers, high school swimmers, college, and Olympic swimmers have all been disqualified. Semantics sometimes come into play, but in general, the rules governing the legality of the strokes, the turns and the events, are straightforward and clearly stipulated in the rulebook. The technical rules of swimming are designed to provide fair and equitable conditions of competition and to promote uniformity in the sport. Each swimming stroke has specific rules designed to ensure that no swimmer gets an unfair competitive advantage over another swimmer.

Trained officials are present at all USA Swimming sanctioned competitions. The officials will observe the swimmers during each event to ensure compliance with these technical rules. If a swimmer commits an infraction of the rules that is observed by an official, a disqualification (DQ) will result. This means that the swimmer will not receive an official time and will not be eligible for an award in that event. A disqualification may result from actions such as not getting to the starting blocks on time, false starting, performing strokes in an illegal manner, or unsportsmanlike conduct.

DQs include but are not limited to:

- Freestyle: Walking on the bottom, pulling on the lane rope, not touching the wall on a turn, or not completing the distance.
- Backstroke: Pulling or kicking into the wall once a swimmer has turned passed the vertical onto the breast. Turning onto the breast before touching the wall with the hand at the finish of the race.
- Breaststroke: An illegal kick such as flutter (freestyle), dolphin (butterfly), or scissors (side stroke); not on the breast; alternating movements of the arms; taking two arm strokes or two leg kicks while the head is under water; touching with only one hand at the turns or finish.
- Butterfly: Alternating movements of the arms or legs; pushing the arms forward under instead of over the water surface (underwater recovery); a breaststroke style of kick; touching with only one hand at the turns or finish.

For specific language on any technical rules consult the USA Swimming Rules and Regulations book. Violations of the rules are reported to the Referee. The rules require that every reasonable effort be made to notify the swimmer or his coach of the reason for the disqualification. If your child is disqualified in an event, be supportive rather than critical. For beginning swimmers, a disqualification is very commonplace and should be treated as a learning experience, not as a punishment. A disqualification alerts the swimmer and coach to what portions of the swimmer's stroke need to be corrected. They should be considered in the same light as an incorrect answer in school work, in that they just point out areas that need further practice. Disqualifications are necessary to keep the competition fair and equitable for all competitors. A supportive attitude on the part of the official, coach, and parent can make a positive situation out of the disqualification.

The majority of officials have, or had, kids who swim. They should remain professional but most

will endeavor to be kind and caring when explaining a DQ to a swimmer, as they are acutely aware how it can affect their moral. Our coach's approach to this sensitive issue is to provide care and support first, advice second. And while a disqualification is sometimes tough to bear from the stands, we highly recommend that parents follow the same procedure. Above all, do not jump to your child's defense by criticizing the official. If you have any questions at all about the specifics of a disqualification, please take up the issue with a coach, not an official or a swimmer, after the session is over

Official Times

If your swimmer completes the designated swim without disqualification they will get an 'official time' for that event. Following the conclusion of the meet, the Meet Referee will submit these times to USA Swimming to be recorded in the SWIMS database. If your swimmer got a 'best time' i.e. swam the event faster than his previously recorded time, this new time will be used as his seed time the next time he swim the event. You can look up your swimmers (or any other swimmers) official times on the USA swimming website <https://www.usaswimming.org/Home/times/individual-times-search>, or in the free Deck Pass App.

Qualifying times

Entry to some meets requires a swimmer to have obtained a 'qualifying time' at a previous meet. For example, to swim in the NM State Championship meet swimmers must have obtained NM State qualifying times. Qualifying times for certain meets often change slightly each year. We keep updated links to the swim times required to qualify for regional Championship swim meets the team likes to participate in on our Team Unify Website. Please ask your coach if you need help determining if you have achieved the required time standard.

Altitude adjustment

Santa Fe is at 7000 feet above sea-level. Exercising at altitude is hard work! Swim times achieved at altitudes >3000 ft and 200 yds or longer are adjusted to their sea level equivalent to determine a swimmers 'official' time. The table below shows the adjustment that is made to swim times depending on length swam and altitude of pool location. Subtract the time indicated in the table from the time your swimmer swam (board time) to get the actual time that will be recorded with the USA *SWIMS* database.

Time Adjustment

Event Distance	3000 - 4250 Feet	4251 - 6500 Feet	Above 6500 Feet
200	.50 Sec.	1.20 Sec.	1.60 Sec.
400 or 500	2.50 Sec.	5.00 Sec.	7.00 Sec.
800 freestyle relay	2.00 Sec.	4.80 Sec.	6.40 Sec.
800 or 1000	5.00 Sec.	10.00 Sec.	15.00 Sec.
1500 or 1650	11.00 Sec.	23.00 Sec.	32.50 Sec.

Essential Apps to track your swimmer:

With the advent of 'smart phones' there are a few apps that can help you track your swimmer and monitor their progress.



The 'Meet Mobile' app has an annual charge (~ \$6/year) but transforms the swim meet experience for fans, swimmers, coaches and meet hosts alike. From the largest national qualifying trials in the country to the smallest swim meets. This app allows you to look at a specific meet and see not only your swimmer but the correct time they swam and how he/she ranked among all of the racers in a specific event. Prior to a swim event, the app will display swimmers seed times and ranking for each event. After the event, it will update to display the swimmers overall placement and time improvement for each swim event.

It is important to realize that while most meet hosts use this app not all do. The frequency of updating meet information depends on the Administrative Official for the meet, and on internet access at the pool. Times displayed in this app are times recorded at pool and are not altitude adjusted.



Deck Pass is the official mobile app of USA swimming and is free. Times displayed in this app are the official time for your swimmer. You can use this app to look up your swimmers (or any other swimmers) best times for any event. It takes a few days-to weeks for a swimmers official times to make their way to this app.

Times recorded here have been altitude adjusted so that they can be compared directly to other swimmers throughout the US. Rankings are updated as results are submitted to the *SWIMS* database

Swim level progression

As your swimmer becomes more proficient their times will continue to improve. Some meets that we attend are geared towards novice swimmers with slower, or no official 'time'(NT) in an event. Other meets are geared towards more experienced swimmers and the meet invite may specify a qualifying times that a swimmer must have achieved in order to participate in each event. While these times may seem daunting at first, swimmers generally find them great motivational goals and the ability to swim in a meet i.e. the NM State Championships' which requires qualifying times is a great achievement the swimmer can be very proud of.

The schematic below illustrates the progression of the meets that a swimmer could participate in throughout their swimming career – and gives you an idea of the fraction of swimmers that succeed at each level. It is worth noting that the 10th commandment of the USA Swimming Commandments of Swim Parenting states that "Thou shalt not expect they child to become an Olympian". There are 250,000 athletes in USA Swimming and they keep a record of the Top 100

all-time swimming performances by age group. Generally only 2 of the swimmers listed in the 10 & Under age group make it to the Top 100 in the 17-18 age group. There are only 52 spots available for the Olympic Team every four years. Your child's odds of becoming an Olympian are about .0002 %. Fortunately swimming is much more than just the Olympics. Competitive swimming programs provide many benefits to young athletes including self-discipline, good sportsmanship, and time management skills. Competition allows the swimmer to experience success and to learn how to treat success and failure as two sides of the same coin, while becoming healthy and physically fit.



Parent Volunteer Policy

Swimming is a volunteer-intensive sport. In order for our team and team functions to run efficiently, each family must put forth a "team effort". Pre-COVID, we had a parent volunteer policy in place to ensure that everyone pitched so no one person was overly burdened. During COVID, when our team was not able to practice with a full schedule and only attend limited meets and functions, the SFA Board suspended our volunteer policy. Now we are almost back to normal, this policy will be back in place as swimmers re-register for the upcoming season, starting in September.

Hosting our own swim meets requires a lot of volunteers, but it is a great way to provide competitive swimming experience right here in Santa Fe. Swim meets are also an essential fundraising opportunity and bring in significant revenue for the team. Because parent volunteers are an integral part of our success from season to season, each SFAC family is required to earn a minimum of 12 volunteer points per year (9/1/21-8/31/22). Points can be earned through a combination of volunteering, providing requested donations for swim meet concessions, and/or securing a business sponsors for the team. Out of 12 points total, a minimum of 4 points must be achieved through volunteering.

Volunteer opportunities include, but are not limited to, the following: lane timing, running the concessions table, volunteering as a safety marshall, organizing ribbons, etc. When the Club creates an 'Event' through our Team Unify website, the jobs that we need help with will also be listed. Parents are able to sign up for available positions online, and their volunteer hours will be tracked. A description of each volunteer job can be found in our handbook, and training will be provided. All positions must be filled for meets to run smoothly, therefore, if you should find that you are no longer able to fulfill your volunteer assignment, you may provide a replacement volunteer (i.e. grandparent, aunt/uncle, babysitter, etc.). Older swimmers are also able to contribute to their family volunteer requirements during meets in which they are not swimming.

Most jobs will earn a family 1 point per volunteer hour. For example, timing a 4 hour session at a meet would net 4 points. Points for food donations (i.e. ½ point for a tray of muffins) will vary, but will be outlined at the time of online sign-up. A Gold Level (\$250) sponsorship is equivalent to 4 points while a Platinum Level sponsorship (\$500 or more) is equivalent to 8 points. Interested parties should request a sponsor letter (sfacbusiness@gmail.com) to provide to their business contacts.

In addition to the general volunteer opportunities, we are also seeking parents that are interested in volunteering in the following capacities. Committing to one of these positions will fulfil your family volunteer requirement for the year:

Board Member – Our team has a robust, well run board made of parent volunteers. The Boards votes on all issues that affect the clubs governance, staffing and finances.

- President
- President Elect
- Secretary
- Treasure
- Communications Officer
- Registrar
- Member at large

- Committee Member – The Board is establishing a series of committees to help support club operations.
 - Governance Committee
 - Communication Committee
 - Grants and Scholarships committee
 - Finance Committee
 - Outreach Committee

- Swim Meet Official* i.e. Stroke/Turn Judge. Having a cadre of Officials is vital for our ability to host meets, fundraise, and support the broader NM swimming organization.

- Events Coordinator. (Coordinates set-up, tear down, food, paper products etc. for team hosted events)
 - Concession Stand
 - Banquets
 - Meet Hospitality

Volunteer Coordinator. Ensures we have adequate volunteers in place to support team events, and keeps track of volunteer points.

*Certification required.

Contact us for more information sfacbusiness@gmail.com)

If a family does not fulfill its regular season volunteer opportunities, they will be charged \$20 per missed volunteer point. Your account will be assessed at the conclusion of the Long Course Season in August. If you know that you are unable to fulfil your requirement, or have an idea of another way in which you could contribute to the health of our Club, please talk to the Volunteer Coordinator or Club President to discuss an alternative team contribution to avoid penalty. Final decisions regarding points, alternative team contributions, and point alternatives are at the discretion of the Board.

Descriptions of many of the volunteer are outlined below:

Announcer: Required for home meets. The announcer calls swimmers to clerk of course, makes special announcements for concessions, provides scoring updates, etc. An event timeline is provided and the announcer lets swimmers know when it's time to line up and where to report.

Clerk of Course: Needed for both home and away meets. The Clerk of Course helps get the swimmers lined up for their events. Clerk of Course calls out the swimmers names, passes out deck cards and arranges the swimmers into heats. This job can be done in shifts and is done with a parent from the other team.

Clerk of Course Helpers: For the 8-and-under swimmers, we always need extra help to line them up and make sure they get to their events.

Computer Support: Needed for both home and away meets. During the meet, MeetManager software is used to record swim times. While automated there is often a lot of manual entry of times required.

Concessions: Required for home meets. Sells food and heat-sheets to swimmers and families. Collects money, and makes change.

Head Timer: Needed for both home and away meets. A head timer starts the extra watches in case a lane has a problem with a watch. The Head timer starts their watches when the starter horn sounds and looks out at the timers for a raised hand. A timer that raises their hand has a watch failure. The head timer will switch watches with the lane timer.

Meet Official: All meets require officials to run. Stroke and turn judge is usually the first position a parent will train for. Some officials then choose to progress to other positions i.e. Starter or Administrative official. The team will reimburse our members the fees associated with becoming a meet official.

Runner: Needed for both home and away meets. This job entails picking up cards from the timers after each heat. After all the event heats are run the event cards are brought to the AO table. Another great job for a new parent!

Ribbon Organizers: Needed for home meets. The job begins later in the meet and usually runs until a little after the swimming ends. After events are run the computer people print out labels for the award ribbons. Ribbon people stick the labels on the correct ribbons, sort them by team to give to the coaches. This is also a great job for a new parent.

Safety Marshal: Monitor locker rooms and changing areas for safety and appropriate behavior. Report unsafe areas to Meet Referee. Check for use of prohibited recording devices including cell phones behind the starting blocks.

Timers: Needed for both home and away meets. Lots of timers are required to run a meet. Each team needs about (9 to 12 per shift). Timers stand on the deck and run a stopwatch. After each heat, the timers write the swimmers times down on cards, reset their watch, and wait for the next heat to start their watch again. This is a great job for a new parent and you get a great view of the pool.

Board Members: Board members are elected each year at the end of season swim banquet and they serve one year to make decisions about running the team.

Family Fundraising Commitment

In order to keep the swim team affordable to all members of our community, we are constantly engaged in fundraising activities. Each year, in addition to our swim meets which bring in revenue from meet entries, and concession and heat sheet sales, we hold a Swim-a-thon. We expect all our families to get involved in these activities.

Swim-a-thon is a really fun event – it gives the swimmers the opportunity to swim together in relaxed manner while raising money for their team. Swimmers can get sponsored per length swim. Please encourage your swimmer to participate in our annual swim-a-thon.

Our team will also be hosting at least 2 swim meets throughout the year. These are excellent opportunities for our team to raise money. This will require a lot of effort from all families (see above on ways you can help). Swim meets also provide the team an opportunity to reach out to Sponsors in the community. Sponsors donate to support the team in exchange for advertising during the meet. If you know of a potential Sponsor please let the board know, or ask for a Sponsor packet that will provide them with more information on ways to support the team.

To date we have not had to implement a mandatory fundraising commitment because our swim families have consistently stepped up and helped us raise sufficient funds to keep the team viable. Please help us keep it this way!

Officiating

All swim meets have to have officials to judge stroke and turns. The officials you will see at meets are all volunteers, and most are or were swim parents just like you. Without volunteer officials there would not be any competitions for your child to attend. As a team that hosts competitive swim meets, one of our main fundraising sources, it is important that we have our own cohort of Stroke & Turn officials that can contribute to the successful running of a meet.

We are always on the lookout for parents to become Swim Officials and this is a great way to support both our team and the broader NM swim community – plus you get a much deeper understanding of the swim strokes, and best of all – a poolside view of your swimmer! Officiating hours are counted towards your required volunteer hours. If you are interested in becoming an official, please contact us for more information (sfacbusiness@gmail.com).

Further information and a link to the online tests and the most recent USA swimming rulebook can be found on the USA Swimming website: <https://www.usaswimming.org/utility/landing-pages/officials/officials-online-testing>

To become familiar with the materials, you are encouraged to download and print out a blank copy of the applicable online test and use this as a resource to guide your study of the rulebook. This is an open book online exam and once you feel ready to take the test you can use your study guide to assist you.

The following are the procedures for becoming an official:

- 1) Complete a Non-Athlete (or apprentice) USA Registration form [>> Administrative >> Forms](http://www.nmswim.org). Return it to the team Registrar or Coach for submission to the NMS Swimming Registrar.
- 2) Contact the NMS Swimming Officials Chair (<https://www.teamunify.com> > Officials) to schedule an applicable Orientation/Training Clinic. This can often be arranged to occur following a swim meet.
- 3) Create a USA Swimming web account: <http://www.usaswimming.org>: >> SIGN IN [upper right] >> REGISTER. Link your USA Swimming Web Account to your USA Swimming Non-Athlete or Apprentice Official Registration (this won't be possible until your Non-Athlete Registration or Apprentice Official Application is processed by USA Swimming).
- 4) Complete the USA Swimming Level 2 Background Check (<http://www.usaswimming.org>: Member Resources >> Safe Sport > Complete a Background Check)
- 5) Complete the Athlete Protection Test (<http://www.usaswimming.org>: Member Resources > Safe Sport > Athlete Protection Training).

The costs associated with USAS non-athlete registration and background check will be reimbursed by the team.

Safe Sport

Charger Aquatics Santa Fe follows USA Swimming guidelines for SAFE SPORT and we have implemented their policies for Minor Athlete Abuse Prevention (MAAP), anti-bullying, travel, and electronic communications for our coaches, swimmers and parents. All of these policies can be found on our Team Unify website. From the homepage sfaclub.com just click the large 'SAFE SPORT' button.

We never hope to witness a violation of our policies, and appreciate that making the decision to report a concern you have may often feel intimidating and overwhelming. Please use these guidelines to help you on the first step "Where do I report?"

Please note that this is not an exhaustive list. If you are not sure who to contact with a concern please contact Safe Sport Staff at the National Office (safesport@usaswimming.org) and they will talk through your concern, answer your questions and connect you with the correct people.

What if I am not sure it is SAFE sport issue ?

Charger Aquatics Santa Fe follows USA swimming guidelines to define SAFE sport and you can review these policies on our website, or you can report the incident to a club administrator and we can help determine if the incident needs to be addressed.

Who should I tell ?

If the incident occurred during practice it is a good idea for the swimmer to tell their coach right away. If that is not possible or they are not comfortable doing that then they should tell a parent/guardian who can help determine the best person to talk to.

Charger Aquatics Santa Fe swimmers, parents and coaches can report to any administrator that they feel comfortable sharing their concerns with. Administrators would include any Charger Aquatics Santa Fe Coach or Board member. Reports of Code of Conduct Violations will also need to be made with a staff member of the USA Swimming Safe Sport Program either by telephone, email, letter, or an online report. If necessary, our board members can help you determine if a Code of Conduct violation has occurred.

If your concern deals with any of the following:

- Peer to Peer Bullying
- Adult to Athlete Bullying
- Parent Issues
- Violations of team rules and team code of conduct

Please make a report to the club.

If you experienced, witnessed or are aware of a behavioral incident during team practice or while at swim meets that you feel is inappropriate, made you feel uncomfortable or unsafe please bring it to someone's attention so that the issue can be addressed as soon as possible. We will be able to talk over your concerns with you and, if appropriate, arrange an in-person meeting to further discuss your concerns and how the team can address them. Your report can be communicated verbally or in written form. If desired you can use our incident report form available on our website (Follow the large 'SAFE SPORT' button on the home page. *Charger Aquatics Santa Fe* will take a report in a way that is comfortable for the person making the report including:

- Allowing the person reporting to remain anonymous to the accused
- An in-person report
- A report by text, e-mail or phone call

No matter how the report is received individuals are asked to provide at a minimum;

1. Name of the complainant
2. Type of misconduct
3. Name of the person to have allegedly committed the misconduct

Charger Aquatics Santa Fe will withhold the complainant's name upon request, but only to the extent permitted by law.

Charger Aquatics Santa Fe Contact Information:

Lee Romero Taylor (Head Site Coach) : leeromerotaylor@gmail.com, 505-699-9504
Michael Gibson (Safe Sport Officer): michaelgibson37@hotmail.com, 907-750-8673
Brian Snyder (President): bsnyder2004@gmail.com, 505-699-2102

If you concern deals with any of the following:

- Sexual Misconduct
- Sexual Harassment
- Sexually Explicit/Inappropriate Communication through Social Media

Please contact the U.S. Center for Safe Sport to make a report. Use the [US Center for Safe Sport online reporting form](#), call (720)-531-0340, or find more information at www.safesport.org.

If your concern deals with any of the following:

- Criminal Charges
- Use, Sale, or Distribution of illegal drugs
- Physical Abuse
- Inappropriate Touching
- Lap Sitting
- Coaches sharing hotel rooms with Athletes
- Rubdown or Massage performed by coaches
- Pictures or video taken in locker rooms or changing areas

Please contact Liz Hahn (ehahn@usaswimming.org) at the National Office or complete the [USA SWIMMING SAFE SPORT REPORTING FORM](#)

If your concern deals with any of the following:

- Fraud
- Deception
- Recruiting

Please make a report to the Western Zone Director – Doug Everett (doug.everett.2@gmail.com)

Glossary

Attached: Status of an athlete who represents a member club.

Blocks: The platform from which the swimmers can dive into the pool

Bonus Final: The 3rd fastest heat of swimmers competing in final.

Championship Final: The fastest heat of swimmers competing in final.

Circle Seeded Heats: In meets when finals are scheduled, swimmers are circle seeded, within the fastest two or three heats (depending on length of event) of a prelim event. This means that instead of the last heat having all of the fastest swimmers, those swimmers are distributed between the top two or three heats, depending on event length.

Circle Swimming: In practice and meet warmups, swimmers swim on the right side of the lane to avoid running into each other.

Clerk of Course: An area and individual where the swimmers check in before the start of the meet. For longer events, swimmers might need to check in for the individual event as well. If this is the case, the coach will inform the swimmer.
computer.

Consolation Final: Finals competition for the fastest of those who failed to qualify for the finals. Usually takes place in the afternoon/evening.

Course: Designated distance over which the competition is conducted. Long course (LCM) is 50 meters. Short course is 25 yards (SCY) in the US, but some international competitions it is 25 meters (SCM).

Deck Change: Changing into/out of a swim suit in an area other than a designated changing area. Prohibited by USA Swimming

DFS: Declared false start. A swimmer before a race begins, tells the starter they are not swimming the race. This should be done by the swimmers coach.

Disqualification: Better known as DQ, the swimmer involved has committed some infraction of the rules of either the start, turn, or stroke of the event. No points are scored, nor is a time recorded.

Dryland: Activities that are performed outside the water. i.e. stretching, cardio, strength and core exercises that can improve the swimmers athletic ability and help prevent injury..

Dual Meet: Competition between two swimming teams/clubs.

Event: Any race or series of races in a given stroke or distance.

Final Heat: Any single race which determines final places and times in an event. Usually the top 8 swimmers from the prelim swim. Usually takes place in the afternoon/evening.

Finals: A session of a meet in which the concluding heats of an event are contested. May include championship, consolation, and bonus heats.

Heat Sheet: Preprinted program of the day's events. Includes event, heat number, lane assignment, the names of the competing swimmers and their previous best time if the event has been swum in competition before..

Heat: A division of an event in which there are too many swimmers to compete at one time.

Individual Medley: Also known as the IM, in this race, all swimmers will complete a certain distance of all four strokes in this order: fly, back, breast, free.

Intervals: In practice, the coach will give a set time for swimmers to complete a distance. Example: 5 times a 50 freestyle on 1 minute. 1 minute is the interval.

Lane: The specific area in which the swimmer is assigned to swim.

LSC: Local Swim Committees are the 59 governing bodies of USA Swimming (New Mexico Swimming, for example).

Meet Announcement: The document produced by the meet hosts that provides the information on the location, timing, events, and procedures of the meet.

Medley Relay: Different from the freestyle relays, in the medley the four swimmers all swim different strokes. The order for this relay is back, breast, fly, free.

Meet Director: Responsible for obtaining sanction, preparation of facility, personnel, equipment, and supplies. Also has the final responsibility for processing of entries, publicity, printing of program, and distribution of meet results.

Meet Personnel: The various officials that are responsible for running a meet.

Meet Referee: Has full authority over all officials. Shall enforce all applicable rules and decide all questions relating to actual conduct of the meet.

Negative Split: Swimming the second half of the race faster than the first.

NTS: No time standard is required to enter that meet.

Open vs Closed Turn: An open turn is performed in breaststroke and butterfly at the wall and at some walls in the IM. An open turn means the legs come under the body and the swimmer can breathe at the wall. A closed turn is also known as a flip turn and is performed in freestyle and backstroke events. In a closed turn, the legs come over the body before pushing off the wall.

Pacing: An attempt by a swimmer not participating in a race to assist a swimmer in setting the tempo of their race i.e. by swimming in an open lane intended for warmup/cooldown.

Physc sheet: A list of all swimmers in each event by seed times. This enables a swimmer to see how your current best time compares to other swimmers in a particular event

Place Judges: Place judges are stationed at the finish of the race to determine the order of the finish as seen visually.

Qualifying Heat: Competition in which a number of heats are swum to qualify the fastest swimmers for the finals where final placing for the event will be determined. Qualifying heats usually take place in the morning.

Relay exchange: In relays, when four different people are swimming the same event, the exchange is when swimmer touches the wall and a new swimmer dives into the water.

Sanction: A permit issued by an LSC to conduct a swim meet. Sanctioned meets require that all competing swimmers be Athlete members of USA Swimming. Sanctioned meets must be conducted under current USA Swimming rules and regulations.

Scorer: These people score the meet and post the results as soon as available. Scoring is usually done by

Scratch: A scratch happens when a swimmer is signed up for an event but decides not to swim that particular event before the session begins. This is usually done by a coach.

Section: Each Zone is divided into Sections for competition. Sectional meets are part of the Speedo Championship Series held throughout each Zone.

Seed: Rank of the swimmers in a certain event based on their entry time to the meet.

Session: Any portion of a meet distinctly separated from other portions by locale, time, or type of competition, i.e. prelims and finals, morning and afternoon, senior and age group

Split Time: Time recorded from official start to completion of an initial distance within a longer event.

Sprint: A high energy burst of speed for a short distance event.

Starter: The person in charge of assuring a fair start of each race. He controls crowd noise, determines false starts, and keeps the meet moving.

Stroke and Turn Judges: These people will see that the swimmer does each stroke and turn properly as stated in the rule book. If an infraction of the rule is seen, the judge then takes the necessary steps for disqualification of the swimmer. These judges have taken a course to certify them as judges.

Stroke count: How many arm pulls a swimmer takes in one length of the pool.

Taper: The swimmer term for resting before a big meet. This usually includes a gradual decrease in both yardage and intensity in practice. Typically, a swimmer only “tapers” one time per season.

Tempo: Sometimes known as stroke rate. The tempo is how much time occurs between the same point of the stroke i.e. when the right hand enters the water.

Time Standard: The time standard for any event in a meet is the cutoff time for that event. The time it takes to be entered into an event at that meet.

Time Trial: An event or series of events where swimmers may achieve or better a required time standard.

Timed Final: Competition in which only heats are swum and final placings are determined by the times performed in the heats.

U.S.A Swimming.

Unattached: An athlete member who competes but does not represent a particular club.

USA Swimming: The national governing body of amateur swimming. To compete in U.S.A Swimming meets, a swimmer must obtain a U.S.A Swimming card. U.S.A Swimming directs competition, determines rules, and oversees all aspects of amateur swimming in the United States. All of our swimmers are required to be members of USA Swimming.

Zone: The US is divided into four Zones for swimming (Eastern, Southern, Central, and West). New Mexico is in the Western zone.