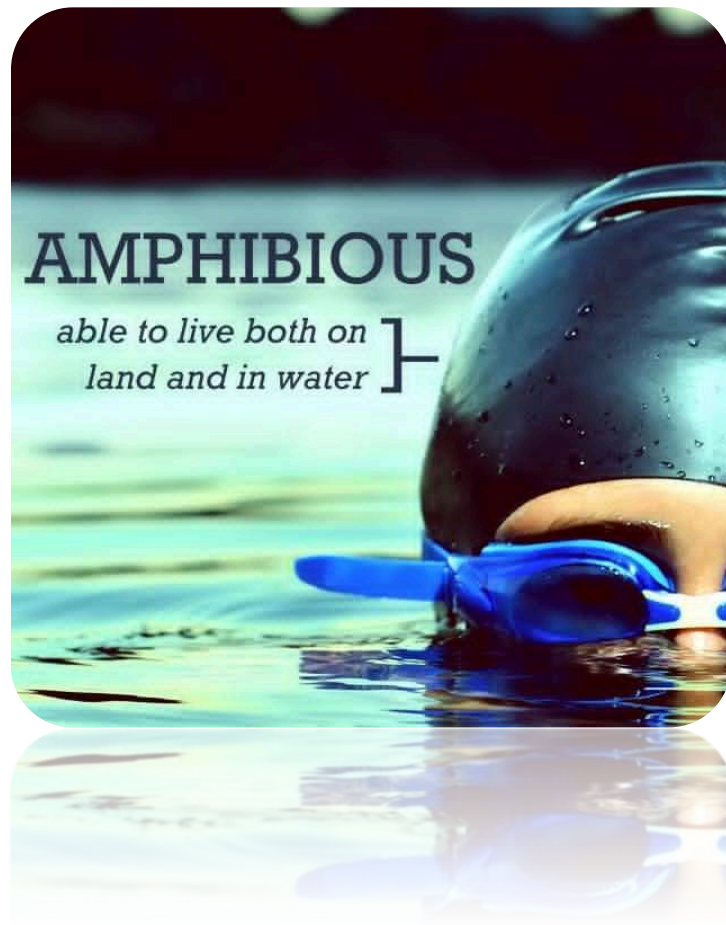




Parent Handbook





Albany Aquatic Association

Welcome!

We've designed this parent handbook to help you understand your responsibilities as a swim parent so that you and your swimmer can make a SPLASH with AAA (and NOT be a fish out of water). If any questions arise that are not answered here, just ask!



AAA MISSION:

*We are a family, pursuing life success skills,
through fun and fast swimming.*



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Albany Aquatic Association

Overview of the Program and Team Philosophy:

The Albany Aquatic Association is a year-round competitive swimming program that fosters the growth and development of young people by promoting valuable life-long skills. Through the sport of swimming we hope to encourage ideals such as honesty, integrity, good sportsmanship, hard work, self-discipline and self-esteem. AAA strives to accomplish this in a positive environment in which swimmers of all levels may develop to their fullest, whether they are beginners or national-level competitors. This process of development and achievement is designed to carry over into personal development outside swimming. Age-group competitive swimming offers an exciting and worthwhile experience in a young person's life. It can be learned and enjoyed by those with very little natural ability, as well as those who are of Olympic caliber, and its value goes far beyond that of learning efficiency in the water.

AAA is a nonprofit, tax-exempt member of United States Swimming and Oregon Swimming Inc., and is administered by a voluntary Board of Directors elected by the parents of the swimmers.

It should be understood that not every child can become a world-class swimmer. However, because the program is well-planned and directed, the participants will gain from the experience whether or not they ever win a single race. Trophies, medals, and records run a poor second when compared to the aforementioned objectives; in many respects, age-group swimming is a preparation for life. The hardest worker in the pool does not always win the race; just as the most studious person does not necessarily receive the highest grade or the hardest worker in a shop earn the most money. All athletes will learn, however, that to reach their potential, they must apply themselves and work diligently, consistently, and conscientiously. This lesson will be of immeasurable value, not only in each athlete's swimming career, but also in achieving goals throughout his/her life.



Coaching Philosophy:

Coaching of new and/or very young swimmers is oriented towards the development of basic skills, including the four strokes (breaststroke, backstroke, freestyle, and butterfly), turns and starts. Early development of the competitive swimmer will emphasize enjoyment of the sport. Work on technique will be balanced with a certain amount of fun and games. The more experienced swimmer is exposed to coaching which is oriented towards increased conditioning and advanced training concepts.

The AAA coaching staff is composed of trained, certified professionals who are interested in each swimmer reaching their own potential. All of our coaches work hard to provide the highest quality instruction and training for all our swimmers. They frequently invest enormous amounts of time and energy encouraging and supporting our swimmers. We must all remember that our coaches are human too and require our support and encouragement to be at their best on the pool deck each day.

The development of swimmers as competitors comes from the growth and maturity of an individual through discipline, hard work, trial and error, success and failure. The most successful swimmers have a good deal of positive support from parents, who realize that swimming is only a complement to the development of their child and not the child's only reason for existing. The swimming experience can be most beneficial only if the goal-setting is that of the swimmer and not of the parent. It is from this perspective that the most lasting value is realized from the AAA program. Viewed in this respect, swimming can be an enjoyable sport that is both exciting and valuable

**Swimming:
The only sport in
which the coach yells
at you for
BREATHING.**



How has swimming benefited YOUR child?

Our son struggles in school in math, science etc. About a month after joining the team, his teacher asked us what we had changed at home, because he showed a huge improvement in school work. All we had changed was joining the team. I think the self-confidence he gained from being good at something was a great help to him in school.

Swimming keeps kids physically fit, it helps them to goal set, and it keeps them busy so they don't have much time to get into trouble.

My swimmer has gained confidence and has improved so much. I appreciate the focus is not on her being a star or the best. Just being her best!

I have a daughter who is continuing to swim in college and cannot tell you how much positive influence the coaches have had on my kids!

Swimming on the AAA swim team has allowed our son to break out of his shell and become more confident in who he is as a person. He has grown socially and physically during his time on the team.

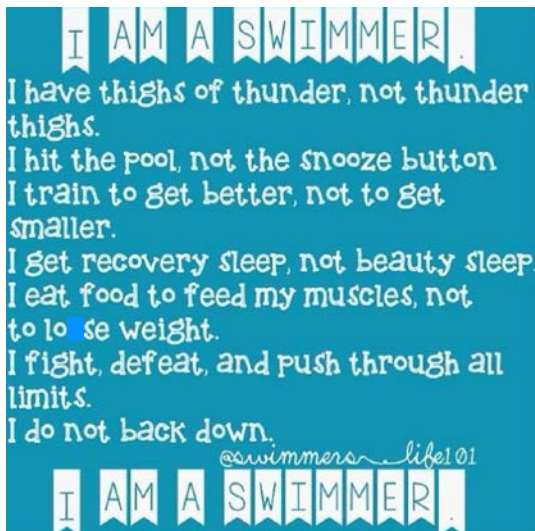
The swim team has provided a positive influence for our daughter along with good new friends.

Our swimmers have learned to budget their time, and prioritize their activities. This has helped them with homework responsibilities!

My son is a very high energy boy. He always had poor reading grades and was barely staying at grade level. Homework was a nightmare. In the middle of his 4th grade year of school he started swim team. Within a couple of days, his father and I noticed a difference at the dinner table. We could sit and have a nice family meal without having to get after him to sit still and eat. Within three months his reading grades when from just at grade level to almost a grade above. All of his grades went up that year. I give full credit for this to swim team. He works hard in practice and burns off his excess energy so when it comes time to sit down and do homework or reading time he is able to focus in and do his work without getting distracted.



Our kids have made great friends!



We find the swim team to be a great community of good friends which teaches our kids fun, fitness, teamwork, goal setting and achieving, public speaking, leadership, and more.

Meet the Coaches:

We have a very experienced coaching staff with over 100 years of combined experience in swimming.



Rex Watkins

Head Coach

coachrex@comcast.net

Coach Rex graduated from Philomath High School in 1982 where he personally held 7 of 10 swimming records (and still holds the 200 IM record!). Rex attended the University of Oregon and earned a varsity swimming scholarship, graduating in 1987 with his BA in Rhetoric and Communication. While at the U of O he also set the school record in 200 yard freestyle in 1985/1986 (team was cut after 1986 season).

Rex has been in the property management business since 1987. Northwest Investment Management, under his ownership, currently manages over 100 rental units in the Albany/Corvallis area. He also recently acquired Blue Star Carpet Care, Inc., serving from Sweet Home to Philomath.

His coaching experience includes the following:

- Oregon Swim Camp, summers 1984 and 1985, Assistant Coach
- Hood River Valley Swim Team, summers 1986 and 1987, then year-round from June 1989 to August 2001, Head Coach
- Oregon Swimming, Inc. All-Star Teams and Zone Championship Team, 1994 to 1997, Head Coach 1996 & 1997
- Hood River Valley High School, 1990 to 2001, Head Coach
- Crescent Valley High School, 2001 to present, Head Coach
- Albany Aquatics Association, September 2007 to present, Head Coach

Athletes under Rex's coaching have achieved following accolades:

- National Top Sixteen Ranking
- Junior National qualifiers and finalists
- State and Regional individual champions, including six state team titles and dozens of individual titles
- And Coach Rex was named National High School Girls Coach of the Year in 2010

Rex also enjoys classic cars, modern motorcycles, four wheeling, and camping with his family.



Sherry Watkins

Age Group Coach

sherrylynnwatkins@comcast.net

Sherry began swimming with Albany Aquatics Association (Go Stingrays!) in 1980, continuing until she graduated from West Albany High School in 1988. (While at West, she was a varsity swimmer for all four years and held the 50 Freestyle record in 1988.) She received her B.A. from Pacific University in Physical Education and Health, with a minor in Psychology in 1993. In 2000, she received her M.A.T. from George Fox University. She has been an Elementary Health and Physical Education teacher since 1993, and has worked for the Salem-Keizer School District since 2004. She also

manages the Albany Tennis Club's pool during the summers.

Sherry's coaching experience includes the following:

- Forest Grove Aquatic Club, summers 1993 and 1994, Novice Coach
- Hillsboro Swim Team, 1995-1998, Novice Coach
- Albany Aquatics Association, 2008 – present, Age Group Coach



Albany Aquatic Association

Coaching staff, cont...

Athletes under Sherry's coaching have achieved following accolades:

- Several 8 & under swimmers to the State level
- Highest State finishers: 1st Place: 8 and Under Boys 200 Medley Relay (Hillsboro Swim, 1998)
- 10 & under swimmer to the Sectional level (Albany Aquatics, Short Course 2010)

Sherry has over 20 years of being a Water Safety Instructor.

In her spare time she enjoys spending time with her family, ATVing, fishing, boating, camping, traveling, & photography/scrapbooking.



Jen Vetter

Age Group Coach

clarencedog@msn.com

Coach Jen began swimming competitively at age 11 for Bellevue Eastside Swim Team (BEST – what a great team acronym!), specializing both in freestyle and butterfly events and eventually placing 3rd in the 200 fly and 5th in the 100 fly at State championships. She received a full-ride swimming scholarship to Washington State University, graduating in 1995 with a biology degree. She then went to Eastern Washington University to receive a Masters in Physical Therapy in 1998. Currently, she works at Lebanon Hospital as a Physical Therapist specializing in orthopedic and vestibular disorders.

In 1998, she and her husband Mike moved to Albany. They have two girls, Eve and Isabel, who are both swimmers on the team. Her goal as a coach is to help swimmers develop correct techniques in their swimming style, while limiting the potential for overuse injuries.

In her free time, she enjoys going to the family house on the Alsea River (where they can some awesome tuna!), quilting, and gardening.



Brittney Smith

Age Group Coach

brittney.smith.1337@mail.linnbenton.edu

Brittney swam for AAA for a year when she was 12. She started swimming again for her high school (South Albany High School) her junior year. She is currently attending college. She loves to camp, spend time with family and friends, taking vacations, swimming, and playing with her dogs in her free time.



Maddy Longshore

Age Group Coach

maddylongshore@gmail.com

Madeleine "Maddie" Longshore is originally from Ashland, Oregon and is currently a sophomore at OSU studying wildlife management. She swam on both club and high school teams, and participated at the state championship level.

She has a background in teaching fly fishing at a "fish camp" for kids in Redding, California and as a guide at a fishing lodge in Alaska. She is also an avid surfer.

Maddie joined the Albany Aquatics Association Swim Team Staff in March or 2016. She has been mainly overseeing our Fundamental and Novice 1 swim groups.



Albany Aquatic Association

Meet the Board:

Albany Aquatics Association is managed by a volunteer Board of Directors.

Board of Directors

Meets Monthly – Second Thursday; See Website for
Location*

7:00 PM - 9:00 PM

For more information, or to be heard at the meeting,
contact Club President at president@albanyaquaticassoc.com

Currently serving 2017-2018:

President: Kris Kizer – president@albanyaquaticassoc.com

Past President: Alisa Barksdale – alisabarksdale@comcast.net

President Elect: Shane Dempsey - shane_dempsey1@yahoo.com

Treasurer: Steve Lane - treasurer@albanyaquaticassoc.com

Meet Director: Jennifer Milburn - meetdirector@albanyaquaticassoc.com

Secretary: Julie MacGregor – juliemacgregor@hotmail.com

Members at Large:

- Tanya Morgenstern – kstahl5@comcast.net

- Shelly Cuzick – s.cuzick@comcast.net

Note: Shelly coordinates the scholarship program for our team. She is always looking for parent contributions to the raffles she organizes at meets. Monetary donations are very welcome and helpful for our swimmers in need!

- Ken Stahl – kstahl5@comcast.net

- Mandi Craig – mandylnntwins@yahoo.com

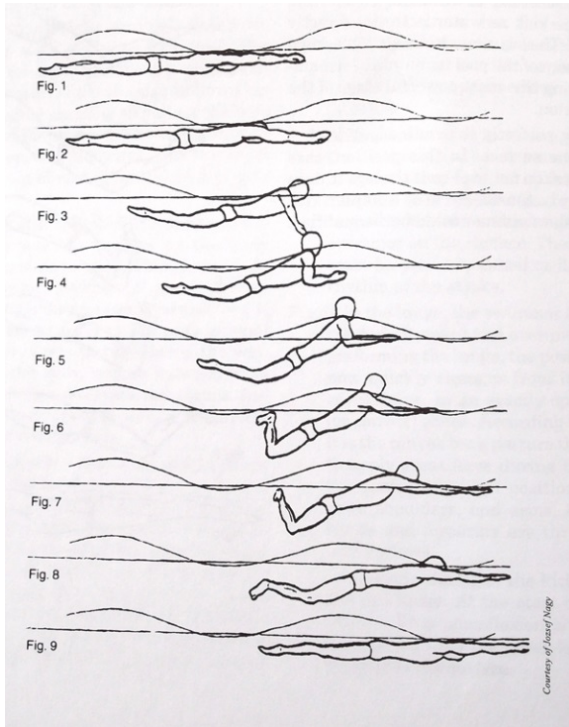
Coach Member: Rex Watkins - coachrex@comcast.net

Athlete Representative: (contact thru coach Rex)

For more Board information (bylaws, policies, minutes, and more), login to your
account on the team website:

http://www.teamunify.com/Home.jsp?_tabid_=0&team=osaac

*Board Meetings are currently held at the Comfort Suites in Albany but may change back to the Holiday Inn Express after their remodel is complete.



Dues and Fees:

Billing is generated monthly, with statements delivered to your email by the team Treasurer, Steve Lane. On the Team website, you can view detailed billing information for your family's account. Payments can be mailed (1645 9th St SE #199 Albany, OR 97322) or dropped in the team payment box at the pool.

Fun fact:

The oldest swimming stroke is the breaststroke, which is also the slowest stroke swum at the Olympics. (Swimming became an Olympic event in 1896.)

Group	Monthly Fee	Workout Time	Workout Days
Fundamentals	\$40	5:15-6:00pm	M,W, Th
Novice 1	\$45	5:15-6:00pm	M,W, Th
Novice 2	\$45	5:15-6:00 pm	M, W, TH
Novice 3	\$45	5:15-6:00 pm	M, W, TH
Junior*	\$65	4:00-5:15pm	M-F
Senior	\$95	4:00-6:00pm	M-F
Senior Limited	\$60	Varies - contact SR. coach for more info.	M-F
Strength, dry land, weights, only	\$45	Contact SR. Coach: Covers three 1-hour sessions per week.	M-W-F

**Note: During high school swimming season, November to February, practice is 5 PM to 6:15 PM.*

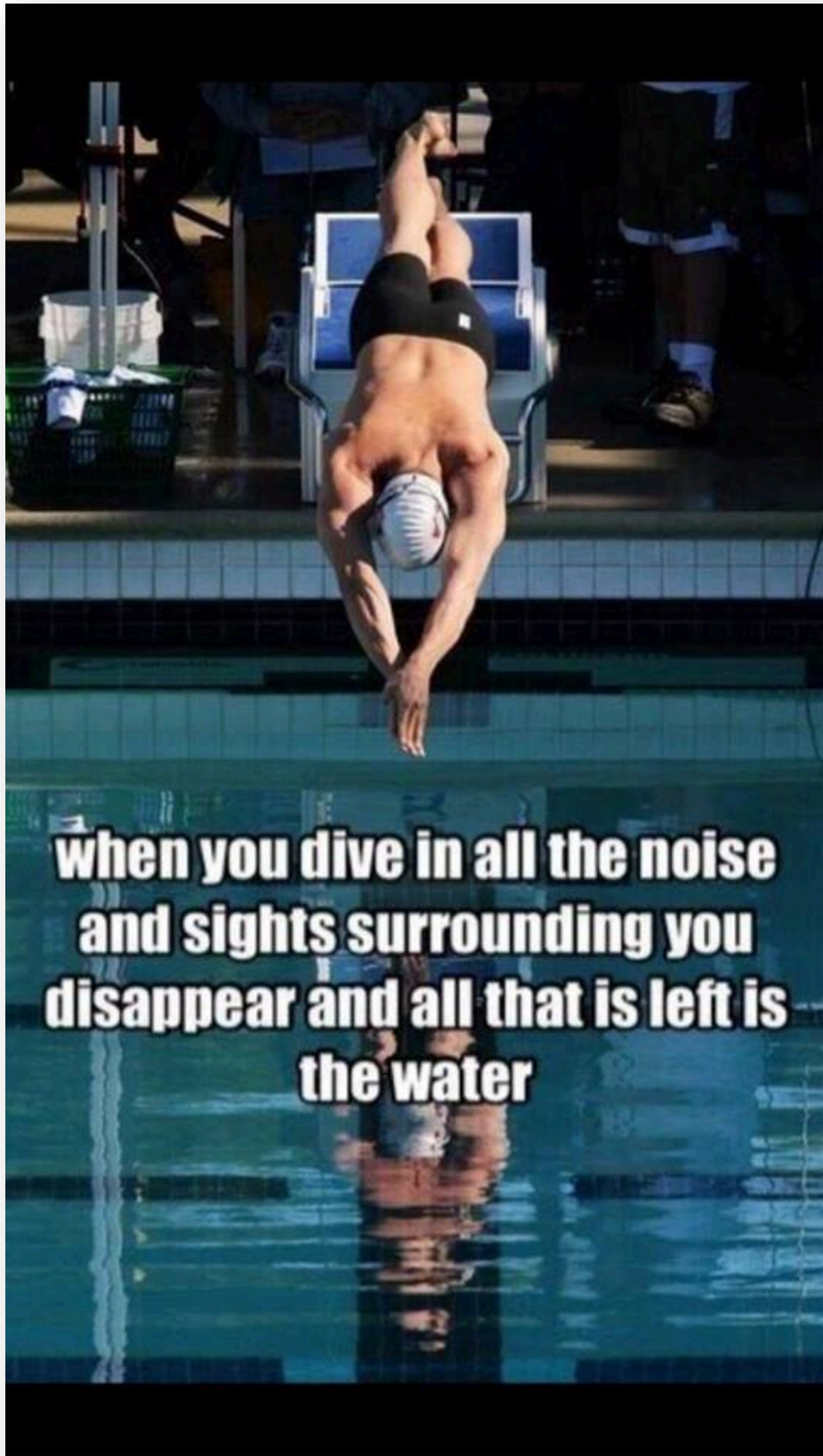


Albany Aquatic Association

Dues and fees, cont...

In addition to team fees:

United States Swimming Registration	All year: \$62.00 / year Outreach Program: \$5.00 / Year (example: qualify for free/reduced lunches) Seasonal: \$42.00 April 1st to August 31st
Annual Pool Pass Note: Can be paid in installments, by request.	Sports Pass Information- Purchase from Albany Community Pool: 1st Swimmer: \$200.00 2nd Swimmer: \$175.00 3rd Swimmer: \$125.00 Maximum \$500.00 per Family. See ACP staff to register.
Meet Fees	Additional fees are charged to participate in meets. (i.e. \$3.00/swimmer surcharge, \$4-\$7 facility/award charge and \$2.00-\$3.00/event or relay; \$5 per swimmer for away meets)





Albany Aquatic Association

Volunteer, volunteer, volunteer!

This is the backbone of our team. AAA does not function without our volunteers. Our Board is made up of volunteers, volunteers run our meets, and our activities and events are all facilitated by, you guessed it, VOLUNTEERS! It is for that reason that we need the help of EACH and EVERY swim family to succeed as a team.

Volunteer Requirement:

An active and robust nonprofit organization like the Albany Aquatics Association thrives on the participation of its members and families. The cost to put on the swim meets and other events without volunteers would make most of them cost prohibitive. Our annual events like the swim-a-thons help reduce monthly swimmer dues and provide funds to purchase and replace equipment.

In addition to monthly dues, each family is expected to volunteer **three-six (3-6) hours for each home (AAA) hosted swim meet**. At away meets AAA is expected to provide volunteer timers throughout the duration of the meet (please sign up for a slot when you arrive at the meet). The number of AAA hosted swim meets varies each year, but **plan on about two home meets for short and two for the long course season** (four total). In addition, we have **two (2) triathlons** a year.

Job signups for each event are hosted on the AAA website once you have logged in as a member. (www.albanyaquaticassoc.com) Please sign up for enough volunteer slots to reach your total hours for each swim meet or event. Job sign up is first come, first serve, so respond early to get a time slot and job that works best for you. If you are unable to sign up on the



website or are unable to attend, get in touch with the meet or event director and work out an alternative. **Families who fail to volunteer will be charged \$15.00 per each hour missed per event**, which will be added to your monthly bill due at the next billing cycle.

All families are responsible for the designated volunteer hours at each of our team hosted meets and triathlons. You will be notified of additional volunteer and fundraising opportunities periodically as well.

NOTE: You will also be responsible for notifying the **TREASURER and COACH**, if you decide to no longer participate with AAA and will be liable for any dues (pro-rated weekly if you don't finish swimming the particular month) and/or fees accrued, immediately upon removing or suspending your swimmer(s) from the team.



Albany Aquatic Association

What advice do you have about volunteering?

Ask a swim team parent!

Being a timer at meets is easy and gives you the best seat in the house.

You can learn all the different volunteer jobs in about five minutes.

Did you know? Anyone in your family (or friends of the family) can fill your volunteer hours (i.e. grandpa, grandma, uncle, etc...)

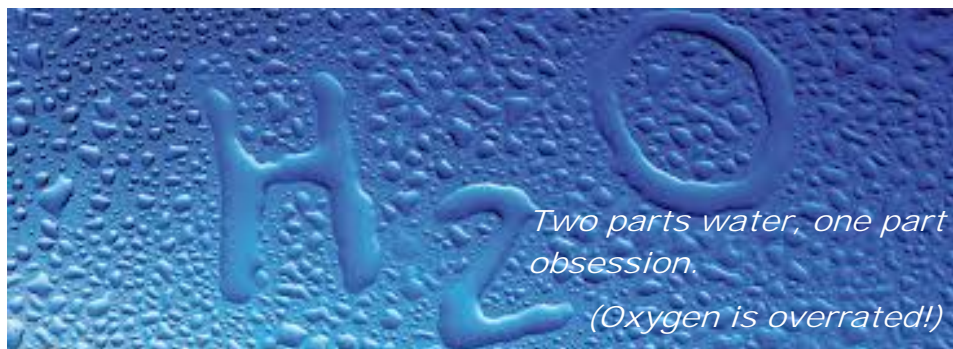
Don't be afraid to sign-up for a volunteer position; the title on the website is more intimidating than it really is.

Try as many different volunteer opportunities as you can. You will find your niche and will have a ton of fun, not to mention showing your kid(s) that you're invested.

You need to volunteer for meets even if your swimmer will NOT be participating! (There are jobs that you can do before or after the meet.)

Different volunteer jobs represent different hour values and volunteer hours do NOT necessarily represent clock hours.

The best way to fit in is to jump in!



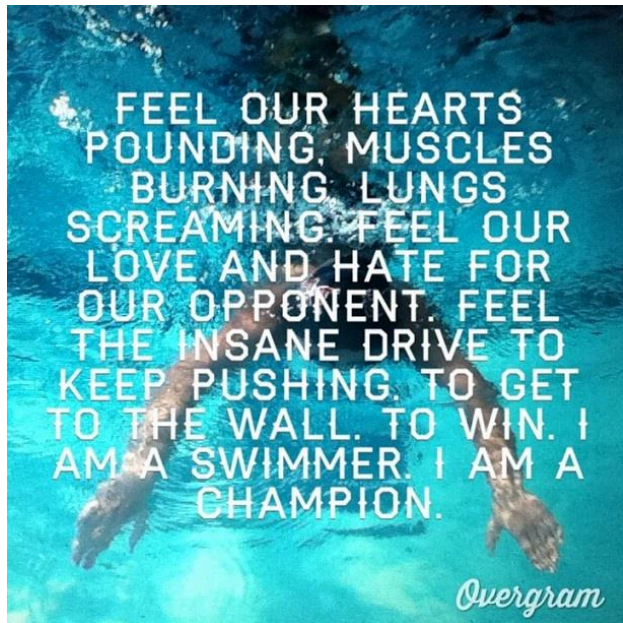
DON'T LET 10% OF THE PARENTS DO 90% OF THE WORK.

Swim Meets: Revel in the Challenge!

A swim meet is the measure of one's improvement. It is competition designed to be a learning experience. The swimmers test themselves against the clock by performing what has been learned in practice to see how they are improving.

TYPES OF SWIM MEETS

AAA competes at local, state, regional, and national levels. The competitive meet schedule is divided into two (2) seasons: the **short course** (25-yard pool) and the **long course** (50-meter pool). The **short course** season runs from September-March, while the **long course** season begins in April and ends in mid-August. During these seasons, AAA participates in several dual¹ meets with local area teams as well as numerous invitational meets² throughout the state.



CLASSIFICATIONS OF SWIM MEETS

Dual Meet	A meet involving AAA and one other team. No time standards ³ are used.
Invitational	Meets that are hosted by individual clubs throughout the state. They usually run two days, sometimes 2 ½ days in the summer. Eligibility depends on the meet classifications as listed below.
B/C Meet³	A meet in which there are no "A" time swimmers in the event.
ABC Senior/Age Group³	Open to any swimmer, regardless of time achieved.
AB Senior/Age Group³	Open to any swimmer.
Oregon A Champs³	Open to any Oregon swimmer who has an Oregon "A" time standard in their age group.
Senior A³	Open to any age swimmer who has achieved a Senior "A" time standard regardless of age.
Age Group Sectional	Open to any swimmer 18 and under who has achieved an Age Group Sectional time standard (short course 16 and under, long course 18 and under).

¹ A **dual meet** is conducted between two clubs. The meet format is very informal. The coach decides what events the swimmer will participate. Occasionally "double-dual" meets are held among three or more teams. They are run like a dual meet. These meets are usually 2-3 hours in length and require no fee.

² **Invitational meets** are held throughout the year and involve swimmers from several clubs. Swimmers may be expected to have already achieved certain "qualifying" times in order to enter events. An entry fee is paid by the swimmer. Oregon Swimming also requires a minimal meet surcharge for each swimmer. AAA hosts a fall invitational, a February invitational, and two long course invitationals.

³ Time standards for the short course and long course seasons are established each year at the beginning of the short course season. There are Age Group Sectionals and Oregon A, B and C meets. A copy of these time standards will be available for all swimmers and are listed in the Oregon Swim Guide and can be found on the Oregon Swimming Web page. (www.oregonswimming.org)

CLASSIFICATION OF SWIM MEETS, cont...


Senior Sectional

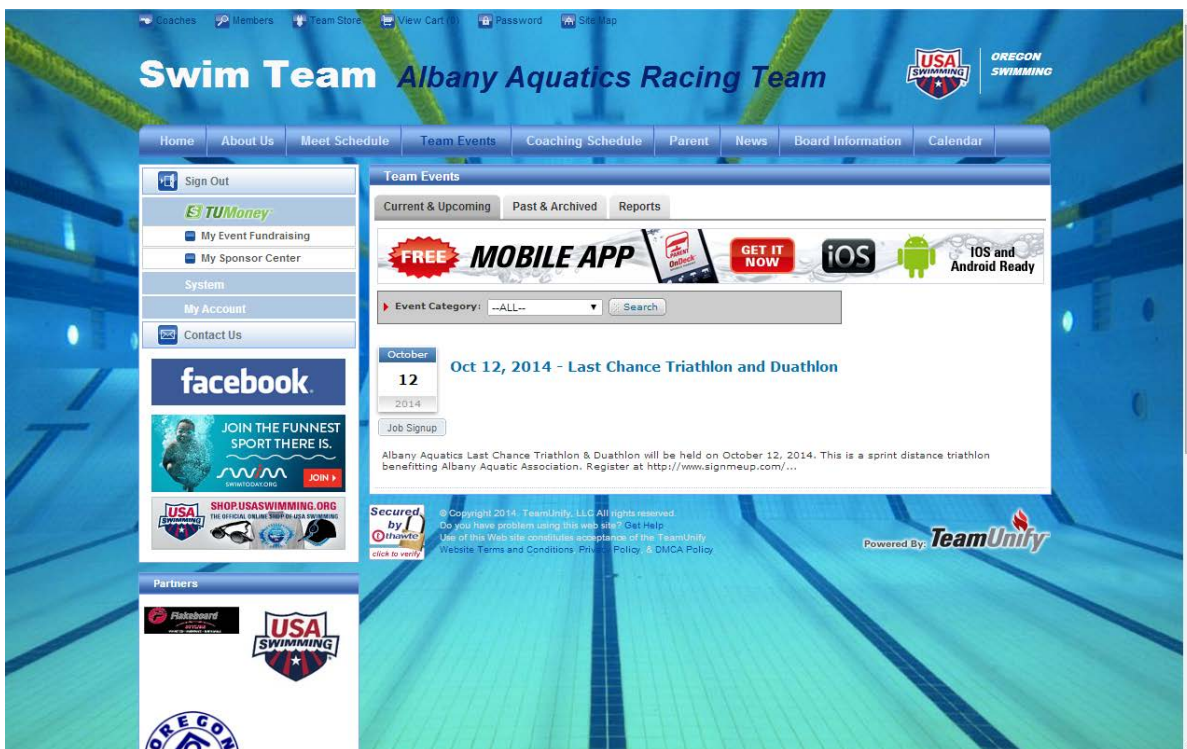
Open to any swimmer who has achieved a qualifying time.

Senior National

Open to any age swimmer who has achieved a USA Swimming National time standard.

ENTERING A SWIM MEET

- The meet schedule calendar for the entire season is posted on the team website.
- Coach Rex sends out an email with information about upcoming meets approximately 2-3 weeks beforehand, which includes a link to the sign-ups. Sign-ups are done on the team website for each swimmer.
- The sign-up page looks like this:  Your parent liaison will walk you through the sign-up process.




DAY-OF MEET PROCEDURES

- Swimmers are expected to arrive on time for warm-ups.
- Swimmers must check in with the coach when they arrive at the meet.
- Swimmers will warm-up under the direction of the coach.
- Parents check the heat sheet for event, heat and lane assignments — write it on the back of the swimmers hand or on their forearm (see picture)
- Swimmers are responsible for getting themselves to the blocks or Bullpen when their event is called.
- Swimmers must report to the coach upon completion of their event with their time.
- Swimmers must check with the coach before leaving the meet.

DAY-OF MEET PROCEDURES, cont...

Here is how to mark your child's arm with their event information for meets:




Diet before a meet:

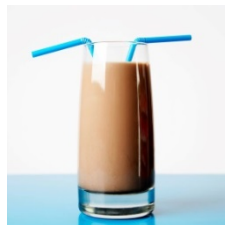
The coach recommends that parents do not abruptly change the swimmer's diet. At all times keep a balanced diet. High carbohydrate foods (bread, cereal, grains & noodles) the day before the meet is good. At the meet a swimmer should eat enough to stay fueled. Drink lots of fluids, the coaching staff recommends sports drinks or water and to AVOID sodas.

Suggested food to bring:

- Bagel w/ peanut butter
- Fruit (bananas, apples, watermelon, strawberries, etc.)
- Cup of noodles or turkey sandwich (if you have enough time between races – it's best to not be too full)
- Low-fat skim mozzarella cheese sticks
- Trail mix (leave the m&m's for after the meet)

Suggested drinks to bring:

- Chocolate milk⁴
- Water
- Sports drinks
- AVOID sodas



Equipment to bring:

- Racing suit (swimmers need to purchase a navy blue racing suit; swimmers can select their brand/style – see coaches for suggestions on sizing for your swimmer, specifically to avoid purchasing a suit that is too big)
- Team racing cap (available for purchase from Coach Sherry)
- Goggles
- Water bottle w/water
- Spare suit and goggles (recommended)
- Flip flops
- Towels (2-3 are recommended for using between each race or two and for showering at end of meet)
- Blankets (for the kids to sit on between races)
- Warm clothing and a team shirt
- Things to do (activities that occupy swimmers while waiting between events. Be careful of electronics – lots of things get wet at a meet.)

⁴ Chocolate milk was found to be 50% more effective in helping swimmers recover than Gatorade due to the fact that it's full of carbs (more than Gatorade) and some protein, which allowed swimmers to recover faster from workouts, or just after a race.

- Camp chairs are a good idea, but arrive early to set up because seating can be extremely limited at large meets
- MORE ABOUT MEETS: DEFINITIONS, TIME STANDARDS, AND REGISTRATION**

Definitions:

- Heats - Time improvement is the goal of each swimmer who swims competitively. In order to do this, meets are organized into heats. Heats are usually arranged so that the slower swimmers swim in the first heats while the faster swimmers swim in the last heats. They typically compete in events against their own age group and gender.
- Disqualifications (DQ) - The purpose of being a USA Swimming registered club is to swim with others who use the same rules. Therefore, at most meets there are one or more lane judges whose job is to insure each stroke is properly done and to disqualify a swimmer who is performing an illegal kick, stroke, start, turn, etc. It is to the benefit of the swimmer to know these errors for improvement. The first time a swimmer is disqualified they may be very upset. It will be explained to the swimmer that it is to help them learn how to correctly do the stroke. Most swimmers are disqualified many times in their swimming career, even though they are trying their hardest to do the stroke properly.
- Meet Fees — Invitational and championship meets require an entry fee, which is currently \$2.50 per event and subject to change. There is also a \$3.00 surcharge for each meet; ½ of this money goes to Oregon Swimming, the other ½ goes to defray the cost for athlete travel to zone and above meets. These fees are paid at the time a swimmer signs up for a meet. There are no fees for dual meets.



Time standards:

Swimmers are always trying to improve their times in each event in their age group. To help measure that improvement, and to set minimum entry times for some meets, “time standards” are established.

- Oregon Time Standards - Oregon Swimming has set ‘B’ and ‘A’ time standards for each age group that you will find in the Oregon Swimming Guidebook or at www.oregonswim.org (Oregon Swimming). The ‘B’ time standard is the first goal most swimmers strive to achieve. A ‘C’ time is any time slower than a ‘B’ time. An ‘A’ time is faster and qualifies a swimmer to compete in the State Championship meet in that event.
- Sectional Time Standards - Following Oregon’s time standards you will find Sectional time standards. USA Swimming has divided the country into various swimming regions and Local Swim Committees (LSC). Our section includes Oregon, Washington, Idaho, Montana, Alaska, Hawaii, Montana, Colorado, Arizona, and others. Regional Championship meets are held at the end of the short course and the time standards shown in the handbook are the times required to compete in these meets.
- Senior National Time Standards - Shown in the Oregon Swimming Guidebook are the qualifying times for the Senior National meets. One goal of many senior swimmers is to achieve qualifying times for Senior Nationals.
- National Top 16 - These times standards can be obtained from the coaches and achieving a ‘Top 16’ time means a swimmer is qualified to be listed as attaining one of the fastest 16 times in the country for a given event and age group.
- Abbreviations
 - **SCY**- Short course yards - indicates a time which must be achieved in a 25-yard pool;
 - **SCM**- Short course meters - indicates a time which must be achieved in a 25-meter pool;



Albany Aquatic Association

- LC- Long course - indicates a time which must be achieved in a 50-meter pool

Registration:

Please keep the following guidelines in mind when signing your swimmer up for a meet:

- Swimmers will be entered in relays by their coaches. Parents must notify coaches if their swimmer is not available to swim in a relay.
- Do not enter relay events—they are entered for the team by the coaches.
- Please send entry in as early as possible. Do not wait until the deadline!
- If you accidentally miss a deadline, call the Head Coach ASAP to see if there is any possibility of “late entry” (some meets allow this, others do not).
- Meet fees are non-refundable after the entries have been mailed.
- Be sure to complete the volunteer sign-ups for all meets where required



Team Communication

Good lines of communication between swimmers, parents, board members and coaches are essential for a successful team. AAA communication is accomplished through the following:

- **Family File Box:** AAA has a box with file folders for each family. Important information, announcements and meet awards are distributed through these folders. Swimmers and parents are encouraged to check their folders on a daily basis. The box is placed on the table near the fishbowl window during practice.
- **Bulletin Board:** Please check the AAA bulletin board located in hallway by the women's locker room (at the pool), for pertinent information, meet results and announcements.
- **Team Emails & AAA Newsletter:** Coach Rex sends out team emails and Steve Lane sends a team newsletter monthly. These communications contains announcements, meet schedules, practice schedules and a great deal of other team information. Please read your newsletter. Feel free to submit information for the newsletter to the head coach.
- **Board Meetings:** The AAA board of directors meets on the second Thursday of each month at Holiday Inn Express from 7-9 pm. Board meeting agendas will be posted on the website prior to each meeting. All parents are welcome and encouraged to attend the board meetings.
- **Your Coach:** Parents are encouraged to schedule an appointment to meet with their child's coach before or after practice or by email or telephone. Please be considerate of swim practice start times.
- **The AAA Web Site:** The AAA web site is a treasure trove of useful information about the team and its activities, including your personal account and swimmer's meet results – all stored securely with individual login and password protection.
- **Board Members:** An AAA Board Member will welcome you onto the team, orient you with this manual, walk you through the team website, introduce you to other parents, and answer any/all questions as they arise. Once you are able and willing to do the same, please share your knowledge with those around you, too!
- **The AAA phone:** #541-981-8339 You may leave a message if no one answers and the coaches will make every attempt to return your call as soon as possible. The team can also be reached by fax: 541-928-6268



If you have any suggestions for ways to improve team communication, let us know!

We aren't just a swim team, we are a family!

Swimmer Responsibilities

Here is a list of expectations for our AAA athletes. Please review these responsibilities with your swimmer:

- Attend the number of practices each week that are required for the group you participate in and be on time.
- Be respectful of all coaches, swimmers, team rules, pool rules and pool staff at home and away meets.
- Set specific goals and then work to achieve them.
- Wear only the team suit and cap at meets.
- Wear the team cap at Monday practices.
- Be on time and ready to go for swim meet warm-ups.
- Communicate with your coach.
- Help set up for practice and put away all equipment.
- Support your coach, teammates and the AAA swimming program.
- Keep a positive attitude.
- Practice good sportsmanship at all times.
- Participate in fund-raisers and other team activities.
- At meets, check in with your coach before and after each race.
- Never say “I can’t.”





Glossary of Terms

Here is a list of the strange and wacky words we use in the sport of swimming, and their definitions, to help get you up and running with the terminology.



A-Meet Swim meet that requires swimmers to have previously achieved an “A” time standard in the event they wish to enter.

A-B Meet Swim meet that requires swimmers to have previously achieved an “B” time standard in the event they wish to enter.

A-B-C Meet Swim meet similar to the A-B meet except that any swimmer can enter.

B-C Meet Swimmers are not allowed to enter an event that they have an "A" time in.

Age Group Division of swimmers according to age. The National Age Group divisions are 10-Under, 11-12, 13-14, 15-16, 17-18. Some LSC’s have divided the swimmers into more convenient divisions specific to their situations: (ie) 8-Under, 13-Over, 15-Over, Junior, Senior.

Alternate In a Prelims/Finals meet, after the finalists are decided, the next two fastest swimmers other than the finalists are designated as alternates. The faster of the 2 being first alternate and the next being second alternate. If a finalist cannot participate, the alternates are called to take their place, often on a moment’s notice.

ASCA The American Swim Coaches Association. The professional organization for swim coaches throughout the nation. Certifying coaches and offering many services for coaches’ education and career advancement.

Blocks The starting platforms located behind each lane. Some pools have blocks at the deeper end of the pool, and some pools have blocks at both ends. Blocks have a variety of designs and can be permanent or removable.

Bull Pen The staging area where swimmers wait to receive their lane and heat assignments for a swimming event. Area is usually away from the pool and has rows of chairs for the swimmers to sit. A parent volunteer is typically in charge of

the Bull Pen.

Button The manual timing system stopping device that records a back-up time in case the touchpad malfunctions. The button is at the end of a wire, plugged into a deck terminal box. There are usually two (2) buttons per lane. It is the timer’s responsibility to push the button as the swimmer finishes the race.

Camp A swimming function offered by USA swimming, your LSC, or a USA coach. There are many types of camps for just about every level of swimmer. When selecting a camp, ask for your coach’s advice as to what will be the best for the swimmer, or call USA Swimming for details on the many camps they offer.

Check-In The procedure required before a swimmer swims an event in a deck-seeded meet. Sometimes referred to as positive check in, the swimmer must mark their name on a list posted with their coach or the clerk of course.

Circle Seeding A method of seeding swimmers when they are participating in a prelims/finals event. The fastest 18 to 24 swimmers are seeded in the last three heats, with the fastest swimmers being in the inside lanes. (i.e. lane 4 in the final 3 heats.) See rulebook for exact method for seeding depending on the lanes in the pool.



Albany Aquatic Association

GLOSSARY OF TERMS, cont...

<u>Consolation Finals</u>	After the fastest 6 or 8 swimmers, the next 6 or 8 swimmers (depending on the # of pool lanes) in a Prelims/Finals meet whom, after the Prelims swim, qualify to return to the Finals. Consolations are the second fastest heat of finals when multiple heats are held and are conducted before the Championship heat.
<u>Course</u>	Designated distance (length of pool) for swimming competition. (I.e.) Long Course = 50 meters / Short Course = 25 yards or 25 meters.
<u>Deck Seeding</u>	Done by the Clerk of Course at meet after check-in/scratch.
<u>Disqualified (DQ)</u>	A swimmers performance is not counted because of a rules infraction. An official raising one arm with open hand above their head shows a disqualification.
<u>Double Dual</u>	Type of swim meet where three teams compete in dual meets against each other, at the same time. Separate Meet scores would be kept for Team A vs. Team B, Team A vs. Team C, and Team B vs. Team C.
<u>Dual Meet</u>	Type of meet where two (2) teams/clubs compete against each other.
<u>Dropped Time</u>	When a swimmer goes faster than the previous performance they have "dropped their time".
<u>Dryland</u>	The exercises and various strength programs swimmers do out of the water.
<u>Electronic Timing</u>	Timing system operated on DC current (battery). The timing system usually has touch pads in the water; junction boxes on the deck with hook up cables, buttons for backup timing, and a computer-type console that prints out the results of each race. Some systems are hooked up to a scoreboard that displays swimmers time.
<u>False Start</u>	When a swimmer leaves the starting block before the horn or gun. One false start will disqualify a swimmer or a relay team, although the starter or referee may disallow the false start due to unusual circumstances.
<u>Fastest to Slowest</u>	A seeding method used on the longer events held at the end of a session. The fastest seeded swimmers participate in the first heats followed by the next fastest and so on. Many times these events will alternate one girls heat and one boys heat until all swimmers have competed.
<u>Finals</u>	The fastest 6 or 8 swimmers (depending on # of lanes) who, after swimming in prelims, qualify to return to finals.
<u>Fine</u>	The monetary penalty assessed a swimmer or club when a swimmer does not achieve the necessary time required to swim in an event, and cannot prove they have done the time previously.
<u>Flags</u>	Pennants that are suspended over the width of each end of the pool approximately 15 feet from the wall for backstroke.
<u>Format</u>	The order of events and type of swim meet being conducted.
<u>Heats</u>	A division of an event when there are too many swimmers to compete at the same time. The results are compiled by swimmer's time swam, after all heats of the event are completed.
<u>Heat Award</u>	An award, ribbon, prize, or coupon given to the winner of a single heat at an age group swim meet.
<u>Heat Sheet</u>	The pre-meet printed listings of swimmers seed times in the various events at a swim meet. These sheets vary in accuracy, since the coaches submit swimmers times many weeks before the meet. Heat sheets are sold at the admissions table and are used mainly to make sure the swimmer has been properly entered in all the events they signed up for. Parents enjoy looking at the seedings prior to the race plus swimmers can tell the order the events will be conducted and get a rough idea how long the meet sessions will last.
<u>High Point</u>	An award given to the swimmer scoring the most points in a given age group at a swim meet. Not all meets offer high point awards; check the meet information.
<u>Illegal</u>	Doing something against the rules that is cause for disqualification.
<u>IM</u>	Individual Medley. A swimming event using all 4 of the competitive strokes on consecutive lengths of the race. The order must be: Butterfly, Backstroke, Breaststroke, and Freestyle. Equal distances must be swum of each stroke. Distances offered: 100 yds, 200 yds/mtr, 400 yds/mtr.



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GLOSSARY OF TERMS, cont...

<u>Insurance</u>	USA Swimming offers "accident insurance coverage" which is automatic when swimmer, coach, official, pays their USA membership fee. Many restrictions apply, so check with your club for detailed information.
<u>Invitational</u>	Type of meet that requires a club to request an invitation to attend the meet.
<u>Lap Counter</u>	The large numbered cards (or the person turning the cards) used during the freestyle events 500 yards or longer. Counting is done from the end opposite the starting end. The numbers on the cards are "odd numbers" only with the final lap being designated by a bright orange card.
<u>Late Entries</u>	Meet entries from a club or individual that are received by the meet host after the entry deadline. These entries are usually not accepted and are returned to sender.
<u>Leg</u>	The part of a relay event swam by a single team member. A single stroke in the IM
<u>Long Course</u>	A 50 meter pool.
<u>LSC</u>	Local Swim Committee. The local level administrative division of the corporation (USA Swimming) with supervisory responsibilities within certain geographic boundaries designated by the Corporation.
<u>Meet Director</u>	The official in charge of the administration of the meet. The person directing the "dry side" of the meet.
<u>Meters</u>	The measurement of the length of a swimming pool that was built per specs using the metric system. Long course meters is 50 meters, short course meters is 25 meters.
<u>Mile</u>	The slang referring to the 1500 meter or the 1650 yard freestyle, both of which are slightly short of a mile.
<u>NRT</u>	National Reportable Time. A time list published once a year, which if a swimmer equals or betters the time on the list, they may submit their time in that event for consideration for national recognition.
<u>NT</u>	No Time. The abbreviation used on a heat sheet to designate that the swimmer has not swam that event before.
<u>Officials</u>	The certified, adult volunteers, who operate the many facets of a swim competition.
<u>Olympic Trials</u>	The USA Swimming sanctioned long-course swim meet held the year of the Olympic Games to decide which swimmers will represent the USA on our Olympic Team. Qualification times are faster than Senior Nationals.
<u>Pace Clock</u>	The large clocks with highly visible numbers and second hands, positioned at the ends or sides of a swimming pool so the swimmers can read their times during warm-ups or swim practice.
<u>Positive Check In</u>	The procedure required before a swimmer swims an event in a deck seeded meet. The swimmer must mark their name on a list posted by the meet host.
<u>Prelims</u>	Session of a Prelims/Finals meet in which the qualification heats are conducted.
<u>Prelims-Finals</u>	Type of meet with two sessions. The preliminary heats are usually held in the morning session. The fastest 6 or 8 (Championship Heat) swimmers, and the next fastest 6 or 8 swimmers (Consolation Heat) return in the evening to compete in the Finals. A swimmer who has qualified in the Consolation Finals may not place in the Championship Finals even if their finals time would place them so. The converse also applies.
<u>Pre-seeded</u>	A meet conducted without a bullpen in which a swimmer knows what lane and heat they are in by looking at the Meet heat sheet, or posted meet program.
<u>Proof of Time</u>	An official meet result, OVC, or other accepted form. Swimmers/Coaches must supply proof of time with some meet entries, and other meets it is not required unless a swimmer misses a cut of time at the meet.
<u>Psyche Sheet</u>	Another name for a "Heat Sheet" or meet program.
<u>Qualifying Times</u>	Published times necessary to enter certain meets, or the times necessary to achieve a specific category of swimmer. See "A" "AA" (etc.) times.
<u>Referee</u>	The head official at a swim meet in charge of all of the "Wet Side" administration and decisions.



Albany Aquatic Association

Relays

A swimming event in which 4 swimmers participate as a relay team, each swimmer swimming an equal distance of the race. There are two types of relays: 1.) Medley relay - One swimmer swims Backstroke, one swimmer swims Breaststroke, one swimmer swims Butterfly, one swimmer swims Freestyle, in that order. Medley relays are conducted over 100 yd/mtr, 200 yd/mtr, and 400 yd/mtr distances. 2.) Freestyle relay - Each swimmer swims freestyle. Free relays are conducted over 200 yd/mtr, 400 yd/mtr, and 800 yd/mtr distances.

Scratch

To withdraw from an event after having declared an intention to participate. Some meets have scratch deadlines and specific scratch rules, and if not followed, swimmer can be disqualified from remaining events.

Seed

Assign the swimmers heats and lanes according to their submitted or preliminary times.

Seeding

Deck Seeding - swimmers are called to report to the Clerk of the Course. After scratches are determined, the event is seeded.

Senior Meet

A meet that is for senior level swimmers and is not divided into age groups. Qualification times are usually necessary and will vary depending on the level of the meet.

Short Course

A 25 yard or 25 meter pool.

Split

A portion of an event, shorter than the total distance, that is timed. (I.e.) A swimmer's first 50 time is taken as the swimmer swims the 100 race. It is common to take multiple splits for the longer distances.

State

A meet held twice a year (Short Course and Long Course) sponsored by the LSC. It is common to hold a Championship Senior meet and Age Group meet separately. Qualification times are usually necessary.

State Qualifier

A swimmer who has made the necessary cut off times to enter the State meet.

Stroke Judge

The official positioned at the side of the pool, walking the length of the course as the swimmers race. If the Stroke Judge sees something illegal, they report to the referee and the swimmer may be Disqualified. Commonly referred to as the Stroke and Turn Judge.

Swim-off

In a Prelims/Finals type competition, a race after the scheduled event to break a tie. The only circumstance that warrants a swim-off is to determine which swimmer makes finals or an alternate, otherwise ties stand.

Taper

The resting phase of a senior swimmer at the end of the season before the championship meet.

Team Records

The statistics a team keeps, listing the fastest swimmer in the clubs history for each age group/each event.

Timed Finals

Competition in which only heats are swum and final placings are determined by those times.

Time Standard

A time set by a meet or LSC or USA (etc) that a swimmer must achieve for qualification or recognition.

Timer

The volunteers sitting behind the starting blocks/finish end of pool, who are responsible for getting watch times on events and activating the backup buttons for the timing system.

Time Trial

An event or series of events where a swimmer may achieve or better a required time standard.

Touch Pad

The removable plate (on the end of pools) that is connected to an automatic timing system. A swimmer must contact the touch pad to properly register an official time in a race.

Unattached

An athlete member who competes, but does not represent a club or team. (abbr. UNA or UNAT)

Unofficial Time

The time displayed on a read-out board or read over the intercom by the announcer immediately after the race. After the time has been checked, it will become the official time.

USA Number

A 14 digit number assigned to a swimmer after they have filled out the proper forms and paid their annual dues. The first six digits are the swimmers birth date in month, day, and year format. The final eight letters are comprised of the athlete's name: the first three letters of the swimmer's first name, the middle initial, and the four first letters of the last name. Asterisks (*) are used as placeholders where no data applies.

For example: Ben (no middle name) Sanchez, birthdate 1/20/2005 = 012005BEN*SANC

Western Zones

Western Zones is a championship meet that consists of 12 states representing the Western Zone of U.S. Swimming. Oregon Swimming selects swimmers from the Oregon Swimming LSC to represent Oregon at the Zone Championships. They make selections based on priority times and then consideration times. They only hold this meet during the long course season.



Welcome aboard!