



## **CALIFORNIA DOLPHIN SWIM TEAM**

### **MEMBERSHIP POLICIES AND PROCEDURES**

#### **Joining CDST**

To join CDST each family must complete and turn in the following:

1. CDST membership agreement (Signature and initials everywhere required)
2. CDST Emergency/Waiver form
3. Payment in the form of Credit Card, Bank ACH payment, Zelle, Bill Pay, Check

#### **Financial Obligations**

1. CDST Annual Membership Fee: \$155 per swimmer (including registration + team gear)
2. Annual USA Registration fee: \$89.00 per swimmer
3. Fees are due and payable in full on the 1<sup>st</sup> day of each month.
4. Family Monthly fees are as follows:

GROUP	1st SWIMMER	2nd SWIMMER	Additional Swimmer
Elite	\$355.00	\$248.50	\$177.50
Senior	\$280.00	\$196.00	\$140.00
Platinum	\$280.00	\$196.00	\$140.00
Gold	\$255.00	\$178.50	\$127.50
Silver	\$215.00	\$150.50	\$107.50

#### **Billing Policy**

- To be a member of CDST, we do need a working email for any team information that needs to be sent which will include but not limited to pool status, service jobs available, payments past due, etc.
- Dues are billed monthly from September to July. August monthly due collected at the beginning of swim season (September), this portion of the due is not refundable.
- Swimmers who have not given a resignation notice 2 weeks prior to the 1<sup>st</sup> of the month they are resigning are obligated for the fees for that month.
- Due Date: the 1<sup>st</sup> day of the month.
- Late Fee: \$20.00 is assessed if payment is received after the 6<sup>th</sup> day of the month.
- Returned checks: Service fee of \$25.00.
- Sibling Discount: 30% discount for 2<sup>nd</sup> swimmer, 50% discount for 3<sup>rd</sup> and additional swimmer.



## SWIM GROUP INTRODUCTION

Summary of Time/Age Description of Each Group				
	10 & Un	11-12	13-14	15 & Up
No Time Standards	Silver	Silver	Senior	Senior
B	Silver/Gold	Gold	Platinum/Senior	Senior
BB	Gold	Gold/Platinum	Platinum	Senior
A	Gold	Platinum	Platinum/Elite	Elite
AA & Better	Gold/Platinum	Platinum	Elite	Elite

All time standards are based on the current USA Swimming Motivational Times,  
<https://www.pacswim.org/userfiles/cms/documents/801/2021-2024-motivationaltimes-top16.pdf>

### **Elite Group**

Minimum Requirements: ●

13 and Up

- Single sport athlete
- Close to Far Western qualifications in multiple events
- The final decision for selection to Elite Group is at the discretion of the Head Coach after a formal interview with each swimmer and their parents.

Testing Sets Requirements (Short Course Yard):

- 30x100 Free @ 1:20(Girls) / 1:15(Boys)
- 20x100 Free Kick by (Easy-Fast, 1-1, 1-2, 1-3, 1-4, 1-5) @2:00-1:40 ● 2000 IM (5x400IM) Under 30:00(Girls) / 29:00(Boys)

Goals:

- The goal of Elite Group is for swimmers to achieve competitive success at their highest potential.
- Strong team dynamics will be emphasized to prepare swimmers for collegiate swimming careers.
- Swimmers will target Olympic Trial, National, US Open, Junior National, Futures, and Sectional qualifications and selection to the National Youth Team and National and Diversity Select Camps.



#### Practice & Competition:

- 6-8 weekly practices, 15-20 hours of total training.
- One scheduled meet per month, plus qualified meets and travel meets.

#### Attendance:

- Minimum 90% practice a week or one absence per week. ○ Absences must notify the Head Coach in advance.
- Must attend Elite Group practice during High School Swimming Season
  - Absences for high school meets, and events must notify the Head Coach in advance.
- They expect to participate in all scheduled meets and qualified meets unless approved absences by the Head Coach in advance.

### Senior Group

#### Minimum Requirements:

- High School Age (13-18)
- Previous swim team experience, including high school and recreation teams.
- The final decision for selection to the Senior Group is at the discretion of the Group Coach after the tryout.

#### Goals:

- The goal of the Senior Group is for swimmers to receive technical training and competitive experience that will prepare them for high school swimming.
- Target to qualify for higher-level regional meets, like Far Western and NCS.

#### Practice & Competition:

- Five practices per week, 10 hours of total training hours.
- One scheduled meet per month, plus qualified meets.

#### Attendance:

- Minimum 60% practice a week
  - Absences must notify Group Coach in advance.
- The team will provide practice options during High School Swimming Season and Water Polo Season.
- They expect to participate in 80% of scheduled meets and qualified meets unless approved absences by Group Coach in advance.

### Platinum Group

#### Minimum Requirements:

- 10 -13 years old.



- 9 years old swimmers are selected at the Group Coach's discretion.
- Multiple events meet USA Swimming Motivation Standards. Subgroup, Platinum 1 swimmer close to Age Group Championships (Junior Olympic) and Far Western qualifications in multiple events.
- The final decision for selection to Platinum Group and subgroups 1 and 2 is at the discretion of the Group Coach.

#### Testing Sets Requirements (Short Course Yard):

##### Platinum 1

- 30x100 Free @ 1:30(Girls) / 1:25(Boys)
- 20x100 Free Kick by (Easy-Fast, 1-1, 1-2, 1-3, 1-4, 1-5) @2:00-1:50
- 2000 IM (5x400IM) Under 31:30(Girls) / 30:00(Boys)

##### Platinum 2

- 20x100 Free @ 1:40
- 20x100 Free Kick by (Easy-Fast, 1-1, 1-2, 1-3, 1-4, 1-5) @2:15-2:00 ● 10x200 IM @ 3:30

#### Goals:

- The goal of the Platinum Group is for swimmers to receive technical training and competitive experience that will prepare them for the Elite Group.
- Target to qualify for higher-level age group meets Age Group Championships (Junior Olympic) and Far Western.

#### Practice & Competition:

- Five practices per week, 10 hours of total training hours.
- One scheduled meet per month, plus qualified meets and travel meets.

#### Attendance:

- Minimum 90% practice a month or one absence per week for Platinum 1 ○ Absences must notify the Group Coach in advance. ● Minimum 75% practice a month for Platinum 2
  - Absences must notify the Group Coach in advance.
  - Platinum 1 swimmers are expected to participate in all scheduled meets and qualified meets unless approved absences by the Group Coach in advance.

## **Gold Group**

#### Minimum Requirements:

- 9 - 12 years old
- At least one event meets USA Swimming Motivation Standards.
  - <https://www.pacswim.org/userfiles/cms/documents/801/2021-2024-national-age-groupmotivational-times.pdf>



- The final decision for selection to Gold Group and subgroups 1 and 2 is at the discretion of the Group Coach.

#### Testing Sets Requirements (Short Course Yard):

##### Gold 1

- 15x100 Free @ 1:40(Girls) / 1:35(Boys)
- 20x75 Free Kick by (Easy-Fast, 1-1, 1-2, 1-3, 1-4, 1-5) @2:00-1:30 • 8x200 IM @ 3:50

##### Gold 2

- 15x100 Free @ 2:00
- 20x75 Free Kick by (Easy-Fast, 1-1, 1-2, 1-3, 1-4, 1-5) @2:30-2:00 • 10x100 IM @ 2:10

#### Goals:

- The goal of the Gold Group is for swimmers to receive technical training and competitive experience that will prepare them for the Platinum Group.
- Target to qualify for higher-level age group meets, Age Group Championships (Junior Olympic), and Far Western.

#### Practice & Competition:

- Four practices per week, 7.5 hours of total training hours.
- One scheduled meet per month, plus qualified meets.

#### Attendance:

- Minimum 80% practice per month or three absences per month for Gold 1 ○ Absences must notify Group Coach in advance.
- Minimum 70% practice per month or five absences per month for Gold 2
  - Absences must notify Group Coach in advance.
- They expect to participate in 80% of scheduled meets and 100% qualified meets, Age Group Championships (Junior Olympic), and Far Western, unless approved absences by Group Coach in advance.

## **Silver Group**

#### Minimum Requirements:

- 6 - 12 years old
- Ability to swim all four strokes legally.
- The final decision for selection to Silver Group and subgroups 1 and 2 is at the discretion of the Group Coach.

#### Testing Sets Requirements (Short Course Yard):

##### Silver 1



- 12x50 Free @ 1:20
- 10x50 Free Kick @ 1:35
- 6x100 IM @ 2:40

#### Goals:

- The goal of the Silver Group is for swimmers to receive technical training and competitive experience that will prepare them for the Gold Group.
- Target to meet USA Swimming Motivation Standards and qualify for higher-level age group meets, Age Group Championships (Junior Olympic), and Far Western.

#### Practice & Competition:

- Three practices per week, 4.5 hours of total training hours.
- One scheduled meet per month, plus qualified meets.

#### Attendance:

- Minimum 80% practice per month or three absences per month for Silver 1 ○ Absences must notify Group Coach in advance.
- Silver 1 expects to participate in 80% of scheduled meets and 100% qualified meets, Junior Olympic and Far Western, unless approved absences by Group Coach in advance.
- Silver 2 swimmers are strongly encouraged to attend all practices and meets.



## SWIMMER CODE OF CONDUCT

As a member of California Dolphin Swim Team, we are expected all members conduct in a proper manner acceptable to the general standards of good behavior. It is our responsibility to enforce the rules and regulations and every member's responsibility to follow them.

- Swimmers shall demonstrate good sportsmanship, respect, and show courtesy to their teammates, parents, coaches, competitors, and meet officials at all times.
- Swimmers shall maintain self-control at all times. Know your role: Swimmers – Swim
- Swimmers shall be supportive and cheering for their teammates during the practice and swim meet.
- Swimmers shall show up for practice on time. Be ready to get in the water on time for practice and meet warm-ups. Be prepared to swim. Have your equipment ready. Bring extra caps and goggles.
- Swimmers should keep their absences to a minimum so you can benefit from all that is offered and improve your times.
- Dunking, inappropriate language and/or foul language, sitting on lane lines, splashing, spitting, hitting, trash talking, and belittling are not allowed.
- Swimmers shall be accountable for your own action.
- Any tobacco products, performance enhancing drugs, and alcohol are strictly prohibited for all members.

**VIOLATION OF ANY OF THE ABOVE RULES WILL RESULT IN IMMEDIATE SUSPENSION WHICH LEADS TO POSSIBLE DISMISSAL FROM THE CALIFORNIA DOLPHIN SWIM TEAM.**



## PARENT CODE OF CONDUCT

Our policies help to guide California Dolphin Swim Team (CDST) and ensure continued success. CDST is fortunate to have highly experienced, professional coaches working to develop children into better swimmers and more importantly, disciplined people. It is essential that all parents give our coaching staff the respect and authority they deserve to run our swim team. Our coaches are hired for that purpose and our coaches have every child's best interest at heart.

CDST encourages open communication between parents, swimmers, and coaches. CDST encourages parents to call, email, and/or set up meetings with coaches as needed. CDST encourages positive reinforcement of all swimmers in all situations. CDST encourages parental involvement in fundraising, approved social events, and swim meets.

The Parent Code of Conduct was developed as a standard to emphasize our organization's commitment to making everyone's involvement with our club a positive experience.

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

- I. Practice teamwork with all parents, swimmers, and coaches by supporting the values of Discipline, Loyalty, Commitment and Hard Work.
- II. As a parent, I will not coach or instruct the team or any swimmer at practice or meets (from the stands or any other area) or interfere with coaches on the pool deck.
- III. As a parent, I understand that open criticism, abusive treatment, abusive language, or gestures directed toward the boards, coaches, officials, and/or any participating swimmer will not be permitted or tolerated.
- IV. I understand that during competitions, questions or concerns regarding decisions made by swim meet officials are directed at a member of our coaching staff. Parents address officials via the coaching staff only.
- V. I understand that I am welcome to watch practice from the stands and that I should not interrupt the coach during practice unless I have an emergency.
  - The USA Swimming Insurance Coverage for club's state: "Anyone on deck during a swim team practice must be a certified USA Swimming Coach or USA Swimming registered athlete members assisting a coach." The coach must ALWAYS maintain a direct line of sight and supervision. For this safety and insurance coverage, parents are welcome to watch practice in the stands only.

**Sanctions: CDST reserves the right to terminate any membership with cause in the interest of our vision, missions, and objectives.**





## PARENT SERVICE HOUR OBLIGATION

Family involvement is essential for the success of CDST. Our team relies on parent support, and as a team, each member has the obligation to involve themselves in swimming team activities. A family with one swimmer requires fulfilling a minimum of 20 service hours per swim season. Multiple swimmers' families require to fulfilling a minimum of 30 service hours per swim season. The swim season runs from September through next August. For swimmers join our team in the middle of swim season, click [here](#) for details in regard to service hour requirement. **There is no prorate on the service hours during high school swimming season or taking any form of LOA (Leave of Absence).**

There are many ways to fulfill your service hour commitment. We are strongly encouraging parents to get involved with team operations and activities. Here are few ways to get involved:

- Become an Official
- Sign up as a timer at the meet.
- Set-up canopy for the meet
- Assisting with special team events
- Webmaster
- Other – when the team needs help. Our team site has a list of job descriptions, click [here](#) for details.

Service hour credit:

You will get "automatic credit" to your account upon completion by signing up through "Job Sign-up" at the team web site. Generally, we will notify in advance for upcoming event "Job Sign-up" to all team members by email. We recommend signing up on the team web site to keep accrue tracking of your service hours.

How to View Your Account' Service Hours:

Log into team website, from the left navigation menu, click **Events & Competition > Event & Job Reports**  
Click **Service Hours Forecast for My Account**

Extra help is always welcome. We need all families to step up to help pull the covers and clean the equipment before and after the practice.

\* If your family does not fulfill required Work Obligation hours during the swim year, it will be charged \$30 an hour for any outstanding hours at the end of August.

\* Families that sign up for a job but fail to show up for that job will be charged a fee of \$30 per hour.



## **LIABILITY RELEASE AND INDEMNIFICATION FORM**

I, the undersigned participant and parent, request voluntary participation for minor to participate in all events, which are hereinafter referred to as the "activities." sponsored by California Dolphin Swim Team, USA Swimming and its local swimming committees. This agreement is valid while the participant is a member of USA Swimming. I consent to my/minor's participation in the activities and acknowledge that the minor and I fully understand my/minor's participation may involve risk of serious injury or death, including losses which may result not only from my/minor's own actions, inactions or negligence, but also from the actions, inactions, or negligence of others, the condition of the facilities, equipment, or areas where the event or activity is being conducted, and/or the rules of play of this type of event or activity. I understand that if I have any risk concerns, I should discuss the risks associated with my participation with the activity coordinators and event staff before I sign this document and before any activities begin.

### **Release – Minor's Rights:**

In consideration of allowing Minor Participant to participate in the activities, I hereby release and hold harmless California Dolphin Swim Team, USA Swimming and its local swimming committee and their members of its board of directors, officers, employees, volunteers, other participants, and agents (collectively, the "Released Parties"), of and from, and do discharge and waive, any and all claims, demands, losses, damages, and liabilities that Minor Participant may have or sustain with respect to any and all damage and/or injury, of any type, arising out of his or her participating in the activities. I also agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.

### **Release – Parents'/Guardians' Rights:**

In consideration of allowing Minor Participant to participate in this USA Swimming event, I hereby release and hold harmless the Released Parties, of and from, and do discharge and waive, any and all claims, demands, losses, damages, and liabilities that I may have or sustain with respect to any and all damage and/or injury, of any type, arising from Minor Participant's participation in the activities. I also agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.



## CDST NEW MEMBERSHIP AGREEMENT FORM

FATHER'S NAME

\_\_\_\_\_

First

Last

MOTHER'S NAME

\_\_\_\_\_

First

Last

ADDRESS

\_\_\_\_\_

STREET NUMBER

STREET NAME

\_\_\_\_\_

CITY

ZIP

HOME PHONE \_\_\_\_\_

\*\* Please provide email addresses that you check

FATHER'S CELL PHONE \_\_\_\_\_

\*\*FATHER'S EMAIL \_\_\_\_\_

MOTHER'S CELL PHONE \_\_\_\_\_

\*\*MOTHER'S EMAIL \_\_\_\_\_

Swimmer's Name	Gender	Date of Birth	Age	Training Group	Fees
1. _____	M/F	___/___/___	_____	_____	\$ _____
2. _____	M/F	___/___/___	_____	_____	\$ _____
3. _____	M/F	___/___/___	_____	_____	\$ _____

Due of First & Last Month: \$ \_\_\_\_\_

CDST Annual Membership Fee per swimmer: \$ 155.00

**TOTAL CDST REGISTRATION FEE: \$ \_\_\_\_\_**

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Pacific Swimming Annual Registration Fee per swimmer: \$ 89.00  
(Separate check payable to Pacific Swimming)

Revision: April 8<sup>th</sup>, 2024



## CDST NEW MEMBERSHIP AGREEMENT FORM

**Dues and Billing:** The undersigned agrees to pay team dues per month. Monthly fees are due and payable on the 1<sup>st</sup> of each month and delinquent after the 6<sup>th</sup> of each month. If paid after the 6<sup>th</sup>, a \$20 late charge will be automatically accessed. If membership payment lapses for two months, membership privileges will be suspended until all fees and late charges are paid in full. **\*\*At least one working email is required for billing purposes.**

**Parent Initials:** \_\_\_\_\_

**USA Swimming Registration Fee:** Every swimmer on the team must be a member of USA Swimming, the national governing body for the sport of swimming (usaswimming.org). The \$89 membership fee is due at registration for new members and must be renewed in December for returning members.

**Parent Initials:** \_\_\_\_\_

**Service Hours:** Each family is responsible for service hours per swim season. Service hours can be earned by timing at swim meets, working at a swim meet we host, food and beverage donations to our team picnic and hosted swim meet, etc. You can also earn service hours by becoming a Pacific Swimming Official or being part of the parents' committee. Please check the committee you are interested in:

Fundraising    Membership    Communication    Event    Swim Meet

**Parent Initials:** \_\_\_\_\_

**Parent Code of Conduct:** I have read and agree to the CDST Code of Conduct for parents. Should I conduct myself in such a way that brings discredit or discord to California Dolphin Swim Team, or USA Swimming, CDST reserves the right to terminate any membership with cause in the interest of our vision, mission, and objectives.

**Parent Initials:** \_\_\_\_\_

**Liability Release:** I have read and agree to the CDST Liability Release.

**Parent Initials:** \_\_\_\_\_

**Change in Membership Status:** A swimmer may **resign** or go on **Leave of Absence** at any time by giving **written notice to CDST 2 weeks prior to the 1<sup>st</sup> of the month** at 34075 Fremont Blvd, Fremont, CA 94555, or you can email your resignation to Coach Chen. Monthly fees will not be pro-rated for the last month of membership. Any unpaid balance remaining on the date of written resignation must be paid. There may be additional charges if collection costs are incurred to settle a delinquent account. Any swimmer who resigns from CDST without settling his or her account in full will be reported to United States Swimming as a member not in good standing.

**Parent Initials:** \_\_\_\_\_

**Leave of Absence:** A family can choose to go on a **Leave of Absence** to hold their spot on the team by paying \$100 for 1<sup>st</sup> swimmer & \$50 for 2<sup>nd</sup> swimmer for every month on leave.

**Parent Initials:** \_\_\_\_\_

**Please sign below to indicate your acceptance of the terms of this agreement:** "I/we, the undersigned, agree to all of the terms and conditions stated herein and I/we understand that failure to comply with any provision in this agreement is grounds for termination of membership.

Parent's: Name \_\_\_\_\_ (Print):

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



## GENERAL FAMILY INFORMATION

\_\_\_\_\_ **M/F** \_\_\_\_\_  
**Swimmer's Name** **Gender** **Age** **Date of Birth**

**Parent's Name** \_\_\_\_\_ **Home Phone** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Doctor's Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Dentist's Name:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Insurance Carrier:** \_\_\_\_\_ **Policy Number:** \_\_\_\_\_

**Is your child taking any medications? If yes, please explain (use additional sheets if necessary):**

\_\_\_\_\_

**Does your child have any medical conditions? (Such as, but not limited to heart disease, diabetes, allergies, asthma, convulsive disorder, severe allergic reaction to a bee sting...) If yes, please explain and use additional sheets if necessary.**

\_\_\_\_\_



**IN CASE OF EMERGENCY**, the following persons may be contacted if the parents cannot be reached:

<b>Name</b> _____	<b>Relationship to child</b>	<b>Phone Number</b>
<b>1.</b> _____		
<b>2.</b> _____		

**Permission to Participate – Medical Release - One signature is required.**

The undersigned, parent(s) or legal guardian(s) of \_\_\_\_\_ certify that he/she is of good physical condition and is fit for participation in the activities of California Dolphin Swim Team. I/We understand these activities include aerobic exercises, swim workouts, swim meets, and other activities routinely associated with the development and participation in USA Swimming functions (activities may include transportation to and from meets and swim related social functions). The undersigned shall jointly and independently hold California Dolphin Swim Team, all officers, agents, and employees of California Dolphin Swim Team harmless from any and all liabilities for personal injury and property damage which might arise out of or relate to the conduct of participation in the activities of California Dolphin Swim Team. I/We fully understand the risks associated with physical activities such as competitive swimming and hereby give my/our permission for participation to the above participant for whom we are/I am the legal parent(s) or guardian(s). I/We also hereby agree to the provision of emergency medical procedures that may be required due to illness or injury which might arise out of the participation in the activities with California Dolphin Swim Team to provide emergency medical treatment through a fully licensed hospital or through the family physician or dentist listed. I/We authorize transportation of my/our child by ambulance in an emergency situation. Further, I/We agree to pay all costs associated with such medical care and emergency transportation.

_____ Signature	_____ Relationship to Swimmer	_____ Date
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_____ Signature	_____ Relationship to Swimmer	_____ Date
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