



2024-25

RECREATION SWIM TEAM INFORMATION PACKET

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* PLEASE READ THROUGH THE FOLLOWING INFORMATION. THIS PACKET IS FOR YOUR REFERENCE.



elcome to the WEST Recreation Swim Team. Whether you are exploring competitive swimming for the first time or returning for another year, we are excited about the upcoming season!

WEST Coast Aquatics is a 501-c3 non-profit organization committed to promoting the sport of swimming for life. Our club swim team has been awarded multiple Bronze Medal Level of Excellence Awards from USA Swimming, listing it as one of the Top 200 programs in the country. WEST was also listed on ASCA's list of Top 100 Age Group Programs in the nation.

HOW TO USE THIS PACKET:

This packet is designed to distribute information across to our team parents regarding expectations, Code of Conduct, and practice & meet schedule. It is to be used in conjunction with our WEST Organization Handbook, which has all of our policies in one place.

Congratulations on joining the WEST Swimming Family!

Sincerely,

West Coaches

GENERAL INFO

WEST COAST AQUATICS | SUMMER TEAM

REGISTRATION:

WEST Fees: \$50

USA Swimming: All swimmers must register with USA Swimming for a Flex Membership using the following link: <https://omr.usaswimming.org/omr/welcome/31F592E6E33C47>. The cost is \$30.

TRAINING FEES

The Recreation team bills training fees for 10 months, starting in September and through June. Training fees cover team costs including but not limited to: pool rent, utilities and coaching labor. Membership renewal becomes effective upon being offered a spot on the team and completion of payment for each year's registration fees. The yearly training fee is payable in 10 monthly installments due by the 1st of each month. All accounts must enroll in auto-pay and all fees are due by the 1st of each month. Fees become delinquent after the 12th day of each month and will be automatically assessed a \$50.00 late fee unless prior arrangements have been made. Accounts delinquent over thirty (30) days shall be denied team privileges, unless prior arrangements have been made. Adult members not fulfilling their financial obligations to the team shall result in their swimmer(s) being denied practice, competition, and award privileges until these obligations are satisfied.

OTHER FEES

We have made efforts to streamline monthly fees and avoid irregular charges to families throughout the season. The following are fees not included in monthly training fees that families should be aware of: Meet Entry Fees, Training Equipment, and Team Apparel.

LEAVING THE TEAM MID-SEASON

Those needing to quit, take a leave of absence or hiatus from the team must first provide written notice of intent to resign from the WEST team a minimum of 2 weeks prior to the withdrawal date and next billing cycle. Training fees will not be prorated within a month. If temporary medical leave of absence is required, continued payment of training fees is required to hold space on the team.

COMMUNICATION

Email is our preferred method of communication, please email recreation@westswimteam.com with all questions and concerns. If you need to speak with your swimmer's coach, please do so before or after practice and respect everyone's time by keeping it brief. If your conversation will take longer than 2-3 minutes, please send an email. Even if you speak to us in person, please send a reminder email for any requests or special circumstances so we can stay organized.

PICK-UP & DROP-OFF

10min: ALL Swimmers MUST arrive no earlier than 10 minutes before practice and MUST be picked up within 10 minutes of practice ending.

No Curbside Waiting: Please pull into a parking spot to wait for your swimmer and avoid stopping at the curb to unload.

PRACTICES

WEST COAST AQUATICS | SUMMER TEAM

PRACTICE GROUPS:

Rec 1 (10 years and younger)

1A: Monday 7-7:30pm, Wednesday 7-7:30pm, Friday 5:45-6:30pm
1B: Tuesday 7-7:30pm, Thursday 7-7:30pm, Saturday 12-12:45pm
1W: Saturday & Sunday 2:30-3:15pm

Rec 2 (11-12 years old)

2A: Monday 7:30-8:15pm, Wednesday 7:30-8:15pm, Friday 6:30-7:15pm
2B: Tuesday 7:30-8:15pm, Thursday 7:30-8:15pm, Saturday 12:45-1:30pm
2W: Saturday & Sunday 3:15-4pm

Rec 3 (13 years and older)

3A: Monday 5:45-6:30pm, Wednesday 5:45-6:30pm, Friday 7:15-8pm
3B: Tuesday 5:45-6:30pm, Thursday 5:45-6:30pm, Saturday 1:30-2:15pm
3W: Saturday & Sunday 4-4:45pm

*NOTE: To provide the most equitable experience for all, we cannot accommodate requests to change the set practice schedule, attend other times, nor do we offer make up practices.

REQUIRED GEAR:

Bathing suit: please see our [Rec Swim Suit Policy](#). We recommend briefs for the boys and one-piece suits for the girls. Suits should be tight fitting to minimize drag resistance and cannot have decorative attachments that could pose a safety risk or distraction. Rashguards and shirts are strongly discouraged as it makes swimming much more difficult and can pose a safety risk, however we will accommodate any religious or modesty requests, just ask one of our coaches. While not a requirement, you are welcome to purchase a team suit through our [online store at SwimOutlet.com](#).

Towel: swimmers should bring their own towel as we do not provide them.

Goggles: all swimmers should have their own goggles. Many germs spread through the eyes and while we allow the occasional borrowing from lost & found, swimmers at this level should have their own basic equipment. [Click here to visit our online store at SwimOutlet.com](#) or stop by our Front Office.

Swim Cap (required for long hair, optional for short hair): long hair getting in your face can pose a safety risk so anyone with shoulder-length or longer hair must wear one. We will provide all Summer Recreation Team swimmers with a WEST team cap on the first day of practice.

MEETS

WEST COAST AQUATICS | **SUMMER TEAM**

MEET SCHEDULE

1/11-1/12: WEST IMX Home Meet - WEST Pool, Mill Creek, WA

More information specific to each meet will be sent out leading up to the event. Swimmers / families will need to RSVP ahead of time through our website, either searching for each meet by name or clicking the corresponding link below.

MEET WARM-UPS & ARRIVAL

Meets will start with a warm-up period of typically 30 minutes. Swimmers should arrive 15-30 minutes prior to the start of warm-ups. This allows time to find parking and seating and then change into bathing suits and prepare for warm-ups.

MEET FEES

Meet Fees are separate from training fees and typically consist of a per athlete surcharge and an individual entry fee per event.

CODE OF CONDUCT

WEST COAST AQUATICS | SUMMER TEAM

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WEST CORE VALUES & CODE OF CONDUCT

WEST's Code of Conduct applies to all members and others attending an event or utilizing West Coast Aquatics facilities or grounds. The Code of Conduct is not intended to provide a comprehensive list of all expectations and describes only certain minimum expectations. WEST reserves the right to take action regarding any conduct that WEST views, in its sole discretion, as being inconsistent with its core values or is deleterious to WEST or its swimmers.

WEST Coast Aquatics Code of Conduct:

1. WEST swimmers, members, guests and staff will not discriminate against any other swimmer, official, coach, administrator, or any other person on the basis of race, color, religion, age, gender, sexual orientation or national origin or commit any discrimination in violation of USA Swimming Rules and Regulations.
2. WEST swimmers, members, guests and staff will not conduct any sexually oriented behavior (whether consensual or nonconsensual), or any pattern of unwelcome advances or other sexual harassment directed towards a swimmer, coach, official or any other person participating in any capacity whatsoever in the affairs or activities of USA Swimming (whether such person is a member or not).
3. WEST swimmers, members, guests and staff will not sell, distribute, or offer to sell or distribute alcohol, tobacco, controlled substances, or any other substance listed on FINA's recognized list of banned substances.
4. WEST swimmers, members, guests and staff will not use alcohol, tobacco, controlled substances or any other substance listed on FINA's recognized list of banned substances.
5. WEST swimmers, members, guests and staff will not commit any act of theft or property damage while on WEST property.
6. WEST swimmers, members, guests and staff will not commit any act of non-consensual physical contact, obscene language or gesture, or other threatening language or conduct directed towards any swimmer, coach, official or any other person.
7. WEST swimmers, members, guests and staff will be responsible for their equipment and personal possessions and will clear all personal possessions and trash upon leaving WEST.
8. WEST swimmers, members, guests and staff will conduct themselves in an appropriate manner and will abstain from rough housing and horseplay that might result in personal injury to themselves or another.
9. WEST swimmers, members, guests and staff will not use cell phones, cameras, video cameras, or other devices with video or audio recording capabilities in locker rooms or changing areas as outlined in WEST Photography and Videography Policy (Section L of the team handbook).
10. WEST Swimmers, family members, and guests will refrain from inappropriate/destructive communication and will follow the procedures set in place by conflict resolution policy should an issue arise.
11. WEST swimmers, members, guests and staff will adhere to WEST's Electronic Communications Policy (Section I of the team handbook).
12. WEST swimmers, members, guests and staff will adhere to WEST's Anti-Bullying Policy (Section J of the team handbook).
13. WEST swimmers, members, guests and staff will not participate in or condone conduct that is in violation of this Code of Conduct.
14. WEST swimmers, members, guests and staff will not commit any other material and intentional act, conduct or omission not provided for above, which is detrimental to WEST's image or reputation, or to the sport of swimming.
15. WEST swimmers, members, guests and staff will not commit any act of fraud, deception or dishonesty.

Any swimmers, members or guests utilizing WEST's facilities may be denied membership, placed on probation, suspended or expelled from WEST if such person violates the provisions of WEST's Code of Conduct, or aids, abets or encourages another person to violate any of the provisions of WEST's Code of Conduct or the USA Swimming Code of Conduct which can be found at:

<https://www.usaswimming.org/docs/default-source/governance/lsc-managementdocuments/interpretations-legislation-bylaws/code-of-conduct-expert-2018.pdf>

CODE OF CONDUCT

WEST COAST AQUATICS | SWIMMING

WEST DISPUTE RESOLUTION PROCESS

If a swimmer (or parent) feels that he/she is not being treated in accordance with the above expectations, they should ask to address their concerns by scheduling a meeting with:

1. The Group Coach
2. The Head Coach
3. A WEST Board of Directors member

If any swimmer or parent/guardian is in violation with the Code of Conduct, discipline will be handled in the following format based on the severity of the offense:

- Removal from practice and sent home for the day
- Meeting with swimmer(s), parents, coaches and/or Board of Directors
- Further suspension
- Expulsion from the team

Training fees are not refundable due to a misconduct suspension. Discipline decisions will be determined by a three-person committee; appointed by the Board consisting of the Head Coach, a board member and a neutral adult. In the event that the Head Coach is personally involved in a dispute, a second neutral adult member(s) shall be appointed in place of the Head Coach.

Should one be necessary, a committee shall be appointed by the Board, comprising the Head Coach, and a neutral adult member. In the event that the Head Coach is personally involved in a dispute, a neutral adult member(s) shall be appointed. The membership of the committee shall remain the same until there is total resolution of any given problem, but may change for any other non-related disputes.

REPORTING

If your concern relates to a violation of WEST MAAPP, including and not limited to: criminal activity, illegal drug use, inappropriate touching, or physical abuse, please report immediately to safesport@usaswimming.org. Anonymous reporting can be completed: <https://fs22.formsite.com/usaswimming/form10/index.html>.

If your concern relates to sexual misconduct, sexual harassment or sexually explicit communication through any media, please contact the U.S Center for SafeSport to make a report immediately. You can report your concern online or call 833-587-7233. More information can be found at www.uscenterforsafesport.org.

EXPECTATIONS

WEST COAST AQUATICS | SWIMMING

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PARENT EXPECTATIONS

There is and has always been much discussion on the importance of the Support Triangle structure of parent, athlete and coach. Each plays a critical role in the development of the swimmer. Swimming is a very demanding sport, but through hard work and perseverance, invaluable lessons are instilled. WEST strives for the swimmer's long-term success and our goal is they continue swimming past high school. With such long swimming careers ahead of them, each part of the triangle plays an important part in determining how the swimmer develops, not just as an athlete.

It is crucial we all work together and keep in mind several general rules of thumb:

1. Swimming is a sport and sports are supposed to be fun!
2. Each part of the Support Triangle plays a specific role. By each maximizing our specific roles and working together, we maximize the potential for the swimmer.
 - **Swimmer:** always put forth best effort and strive for perfect attendance.
 - **Coaches:** provide training and council on demands of the sport of swimming.
 - **Parents:** provide consistency, love and unconditional support for your athlete.
3. **Nutrition** – as a parent, you primarily influence your child's diet. They exercise a lot and will need to eat a lot, but we want to maximize performance and development, so it is important they are getting what they need.
 - **Avoid supplements** – get what you need from real food first.
 - **Water, water, water** – we don't really need to drink anything else. Hydration plays a major role in performance and recovery.
 - **"Shop the Perimeter"** – it has been said that everything essential for your body can be found on the perimeter of the grocery store: Veggies, Protein, Grains, and Dairy.
 - **"Eat a Rainbow"** – try to have a variety of colors of vegetables with every meal. You can't eat enough veggies.
4. **Rest** – growing bodies need extra rest already, and with training, it becomes that much more important. 6-8 hours per night minimum.
5. **No Pressure** – anyone that spends as much time with his or her face in the water, as these swimmers do, learns to take it pretty seriously. Swimmers should already put pressure on themselves to perform. As Coaches, we need to be able to also put pressure on the athlete to perform. However, the Support Triangle will crack if it is getting pressure from all sides. It has been regularly noted, and through my own experience swimming and the people I swam with, the ones that made it the farthest in the sport had parents that were most "Hands-Off" and did not put any additional pressure on them to succeed.
6. **Show the swimmer that you support them** – Being "Hands-Off" doesn't mean not to get involved with your child's swimming. They need to know that you support their hard work and dedication to the sport and that you care about them.
 - **Volunteer & Stay Connected** – help out at meets, meet and interact with other swim parents. WEST isn't just a swim team, it's a swimming community.
 - **Provide transportation** – we understand that our busy practice schedule and attendance expectations also put heavy demands on parents. We strongly encourage more carpooling.
 - **Keep them happy** – although we all go through ups and downs, overall, kids should be happy. If they aren't please speak with their respective coaches so we can work on a solution.
7. **Family, School, Swimming** – whenever facing hard decisions, remember the order of priorities.

EXPECTATIONS

WEST COAST AQUATICS | SWIMMING

CONTINUED >>

The most important job as a parent is to **SUPPORT**:

- **Support** ALL WEST swimmers, yours and others. • Support your age group and level.
- **Support** the coaches.
- **Support** other parents.
- **Support** positive communication.
- **Support** ALL WEST hosted meets as a volunteer.
- **Support** WEST and PNS / USA Swimming at all meets.
- **Support** ALL WEST fundraising opportunities. and for your swimmer...
- Keep them fed, clothed and healthy.
- Bring them to practice.

WEST COACHES' EXPECTATIONS

Our goal is for each individual swimmer to reach his or her full potential not only as an athlete, but as a well- rounded person, as well. Although we strive to maximize performance in the water, our main goal is to help our athletes grow and develop into highly successful young adults consistent with the WEST core values of Honesty & Integrity, Sportsmanship, Respect, Hard Work and Pride.

GENERAL EXPECTATIONS :

1. Be on-time - "Early" is on-time "On-Time" is late.
2. Don't coach your child.
 - Recent studies have shown that for many athletes, their least favorite aspect of sports was "the ride home" and the pressure put on them by their parents.
 - It confuses the child. As coaches, we give them critical feedback and focal points for improvement. We understand how challenging these items are and we demand the highest possible level of quality. We typically prioritize a few items to focus on and reinforce those items until they are mastered.
 - It puts additional stress and pressure on the swimmer, oftentimes reducing the amount of fun they have, which often leads to burnout and self-confidence issues.

PRACTICE EXPECTATIONS

- Follow coach instructions at all times, don't interrupt or talk when coaches are speaking and ask questions when it is not disruptive to the rest of the group. Swimmers must be picked up within 20 minutes of practice ending.
- Bring required training equipment to each practice. Always watch the pace clock and leave on the correct interval between swimmers.

MEET EXPECTATIONS

- Warm-up during designated warm-up times, regardless of what time individual events are scheduled to happen. Swimmers are expected to warm-up with the team and be at the meet to support the team effort.
- Swimmers are to sit with the team during the meet, not in the stands with parents.
- Relays – Swimmers will support the team effort by competing on relays even if they do not compete in individual events on the same day.

Meet schedules are available online at www.westswimteam.com under our EVENTS page. Swimmers must declare which meets they plan to attend using the Meet Declaration feature on the Events page, which will be available to all registered team members in September. Coaches will choose the events in which swimmers will compete. **Swimmers MUST confirm they would like to attend a meet to be entered into the meet.**

The WEST Code of Conduct is designed to maximize positive experiences for all WEST swimmers and ensure WEST is providing a fun, safe, and positive learning environment. Team members will refrain from any illegal or inappropriate behavior that is not consistent with WEST's Code of Conduct. All members, including parents must follow the Code of Conduct as listed in Section G of the team handbook.

AGREEMENT

FOR YOUR RECORDS | PLEASE READ

ACKNOWLEDGEMENT

I acknowledge that I have read and understand all requirements/expectations as outlined in the WEST Coast Aquatics Recreation Team Information Packet. I acknowledge that I have read and understand all requirements/expectations as outlined in the WEST Coast Aquatics Handbook.

REGISTRATION & PAYMENT

I acknowledge that I have read and understand all requirements of the WEST Coast Aquatics Annual Fee Schedule. I understand that training fees are payable in one installment and are due by the 1st day of practice. Space will not be held for unpaid registrations. All fees are due in accordance with the fee schedule as set by the Board of Directors.

I understand that my swimmer must be registered and remain in good standing with USA Swimming and I am responsible for all registration fees.

Accounts delinquent over 30 days without prior arrangement will result in the athlete being denied practice, competition, and awards privileges until financial obligations are satisfied.

AUTOMATIC BILLING AUTHORIZATION

Monthly bills may be paid automatically with your debit or Visa / MasterCard credit card. Billing statements will be sent via email on the first of each month. **It is MANDATORY that ALL families MUST register with a debit or credit card** If you do not want to pay using this card, you must pay the balance of your account with cash or check prior to the first of the month.

I authorize WEST Coast Aquatics to automatically debit from my bank account or charge my Visa/MasterCard on the 1st of each month any and all fees owed to WEST Coast Aquatics.

LEAVING THE TEAM MID-SEASON

I understand there are no refunds or proration of fees for leaving the team midseason. I must notify my intent to leave the team no less than 14 days prior to the next billing cycle to avoid being billed.

PHOTO RELEASE

I hereby give my consent for WEST Coast Aquatics to use my child's photograph and likeness in all WEST forms and media (i.e. website, brochures, Facebook, fliers, etc) and any other lawful purposes that promote WEST and its mission.

ALLERGEN & MEDICATIONS

WEST personnel are not trained to dispense or administer medications. If you or your swimmer require the use of a medication, then you and/or your swimmer are responsible for being trained and ready to use such medication without the involvement of WEST personnel.

MINOR ATHLETE ABUSE PREVENTION POLICY

I acknowledge that I and my swimmer have read and understand WEST's MAAPP.

TEAM POLICIES

I acknowledge that I and my swimmer have read and understand the following team policies at WEST: WEST Swim Team Travel Policy, WEST Swim Team Electronic Communications Policy, WEST Anti-Bullying Policy, WEST Locker Room Policies, WEST Swimwear Policies

PARENT CODE OF CONDUCT

I, the Parent, have read and understand the following information as well as the team Code of Conduct and agree to act in accordance with its expectations and guidelines. I understand the consequences that will occur as a result of my child or myself not following the Code of Conduct.

SWIMMER CODE OF CONDUCT

I, the swimmer, have read and agree to act in accordance with the above Code of Conduct expectations and guidelines. I understand the consequences that will occur as a result of not following the Code of Conduct.

ILLNESS WAIVER

An inherent risk of exposure to illness from infectious disease including but not limited to MRSA, COVID-19 and influenza exists in any public place where people are present. These are extremely contagious diseases that can lead to severe illness and death. According to the Centers for Disease Control and Prevention, senior citizens and individuals with underlying medical conditions are especially vulnerable.

WEST Coast Aquatics cannot prevent you (or your child(ren)) from becoming exposed to, contracting, or spreading illness while participating in competitions, practice and all team activities. It is not possible to prevent the presence of disease. Therefore, if you choose to participate in any WEST or USA Swimming activity or event, you may be exposing yourself to and/or increasing your risk of contracting or spreading illness.

By attending or participating, you voluntarily assume all risks associated with exposure to illness and forever release and hold harmless from: USA swimming, WEST Coast Aquatics, and each of their officers, partners, directors, agents, employees or other representatives from any liability or claims including for personal injuries, death, disease or property losses, or any other loss, including but not limited to claims of negligence and give up any claims you may have to seek damages, whether known or unknown, foreseen or unforeseen, in connection with exposure, infection, and/or spread of disease related to participation in competition, practice and all team activities.