



**Girls' Team  
Parent/Athlete  
Handbook  
2024**

**Contact Information**

Andover High School 763-506-8400

**Coaches**

Marcia Ford - *Head Coach*  
Camille Madsen - Assistant  
Brittney Holle – Assistant  
Jennifer Hearn – Diving

**Captains:**

Kennedy McGowen  
LeeAnna Seward  
Morgan Sheeley  
Frankie Foster

**Athletic Director**

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**Booster Club****President**

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**Booster Club Website - [www.AndoverSwimandDive.org](http://www.AndoverSwimandDive.org)**

## Attendance

We expect each athlete to be on time and prepared for practices, meets, meetings, and other events at the designated time. **If you are sick, don't come to practice - stay home and get better. If you are not at school, you cannot come to practice or a meet the same day.**

There will always be a coach waiting with the athletes until the last one has been picked up. We wait with the athletes for their safety. Please pick up your athlete from practices, meets, or other events on time. If a coach has to wait one hour after practice or event with an athlete, arrangements may need to be made with the police to have your child escorted home. A meeting will follow to determine what needs to happen to ensure this will not happen again. Frequent late pick-ups will also result in a meeting.

Practice starts at the time specified on the schedule, which can be found at [www.AndoverSwimandDive.org](http://www.AndoverSwimandDive.org) under Girls' Team Calendar. Being tardy three times will be counted as an unexcused absence. A tardy is considered not being ready to start practice when it is time to start. If this becomes a problem, a meeting will be held to determine the future of the athlete on the team. To be on time, an athlete needs to be at the pool and dressed for practice at practice start time. **A good motto to keep in mind is: early is on time, on time is late, and late is really late.**

If you miss a practice the day before a meet, then you will not participate in the meet. Exceptions will be made for a pre-arranged excused absence. In order for an absence to be excused, the coaches must receive by email, note, or phone call the dates you will be missing. **Pre-arranged excused absences may include:**

Church, family vacations, and school events such as: needing academic help, band concerts, choir concerts, orchestra concerts, and national honor society. Other sporting events and detentions do not count as excused absences. Please note that working is not an excused absence.

If you are at the pool, you are expected to be in the water practicing. If you are at the pool and are not participating in practice, it will be counted as an unexcused absence.

Attendance is necessary to letter (See Lettering Requirements section below). Excused absences will not count against lettering requirements.

**If you will miss a meet, please inform a coach by email or phone, before Noon, so we know not to include you in the lineup.** If school is canceled for any reason, practice and/or meets will be canceled. Coaches and/or captains will contact you to let you know if there are cancellations.

## **Team Policies**

### **Personal:**

- Be a positive role model in and out of the pool.
- Family and academics are your first priorities.
- Work hard everyday, in everything you do.
- Have Fun!

### **Practice:**

- Be on time.
- Maintain a positive mental attitude.
- Do not sit out of sets.
- No phones in the locker room or during practice.
- No inappropriate behavior/language.
- Discuss any problems with the coaches or the captains.
- Respect yourself, your school, and other people's property.
- Always treat your teammates, coaches, officials, and other teams with respect.
- NO DIVING INTO SHALLOW WATER without Coach supervision.

### **Meets:**

- Support your teammates.
- Be on time.
- Everyone will ride the bus to and from away meets. (Unless they have a written note from a parent/guardian and coaches' approval.)
- Everyone sets up and takes down for home meets.
- Absolutely no smart watches.
- Be with the team at all times.
- No phones in the locker room or on the pool deck.
- No inappropriate behavior/language.
- Show good sportsmanship whether you win or lose.
- Stay on deck with the team. Stay out of the stands.
- Know your events and when you compete - ask for help if needed.

### **School:**

You are a student athlete, so remember to study hard and be on your best behavior. Any behavioral or academic issues during school will impact your participation in practice and/or meets.

### **Minnesota State High School League:**

**We adhere to all MSHSL policies. If you know of a violation, please inform the Athletic Director.**

**Violations of these rules can result in disciplinary action which may include a meeting with parent(s)/guardian(s), suspension from practice/meets, or dismissal from the team.**

**Accommodations:**

If accommodations are needed based on medical needs or an Individual Education Plan (IEP) please notify the coaches.

**Academics:**

If a student has a “D” or lower, please notify coaches. We will help to develop a plan to get the athlete a passing grade and still be able to practice. If grades don’t improve, a meeting will be requested to determine what is best for the athlete.

## **Codes of Conduct**

**Athlete Code of Conduct:**

Athletes are expected to be leaders in and out of the pool. Any behavior that embarrasses themselves, their family, or the Andover Swim and Dive team will bring into question their aspiration to be a part of this team. Any athlete that does not aspire to be a part of this team may be asked to leave.

**Coaches Code of Conduct:**

- Coaches will treat athletes, officials, opponents, and parent(s)/guardian(s) with dignity and respect.
- Coaches will be positive, supportive, and encourage fair play.
- Coaches will NOT use profanity towards anyone.
- Coaches will hold athletes accountable for their actions.

**Parent/Guardian Code of Conduct:**

- Parent(s)/Guardian(s) will hold athletes accountable for their actions.
- Parent(s)/Guardian(s) will support and encourage their athlete(s) wherever they are.
- Parent(s)/Guardian(s) will let the coaches concentrate on coaching.
- Parent(s)/Guardian(s) will understand that the coaches have many years of experience and trust their decisions.
- Parent(s)/Guardian(s) will not get involved in a meet for any reason. Disqualifications, change of lineup, etc. are subject to the players and coaches. (MSHSL Rule)
- Parent(s)/Guardian(s) will not coach their child at any point during a meet. (MSHSL Rule)
- Parent(s)/Guardian(s) will only have POSITIVE reactions directed at your athlete or opponent regardless of the outcome.

## **Lettering Policy**

### **Diving:**

Have three or fewer unexcused absences    **AND**

- |   |           |   |
|---|-----------|---|
| 1. Score 150 points or more<br>twice with a 6-dive list during<br>the season AND have a legal<br>11 dive list with at least 2 dives<br>of 2.0 difficulty or higher. | <b>OR</b> | 2. Place in the top 16<br>at varsity sections |
|---|-----------|---|

### **Swimming:**

Have three or fewer unexcused absences    **AND**

- |  |           |   |
|--|-----------|---|
| 1. Achieve one or more time standards: | <b>OR</b> | 2. Place in the top 16<br>at varsity sections |
| 200 Freestyle    2:15.02               |           |   |
| 200 IM            2:40.64              |           |   |
| 50 Free            :28.40              |           |   |
| 100 Fly            1:15.78             |           |   |
| 100 Free           1:02.96             |           |   |
| 500 Free           6:12.46             |           |   |
| 100 Back           1:13.04             |           |   |
| 100 Breast        1:21.03              |           |   |

### **Other considerations for lettering:**

In the coach's discretion, athletes may letter if:

1. The athlete consistently shows outstanding attitude, work ethic, and/or leadership quality **OR**
2. If an athlete has been on the team for 4 or more years.

If an athlete has disciplinary issues at school or with the team, they will forfeit a chance to earn a letter. Just because an athlete lettered in a previous season, they do not automatically earn a letter for the current season.

**LETTERING IS ULTIMATELY AT THE COACH'S DISCRETION.**

## **Transportation**

**Practices:** Details on Transportation are in the process of being finalized with the district. There will be buses to all school day practices Time of pick up is still to be determined.

- There is NO BUS AFTER PRACTICE. PLEASE BE ON TIME TO PICK UP YOUR ATHLETE.
- Students are allowed to find their own transportation to practice at any time.
- Students that choose to drive to practice or car pool are responsible to arrive on time. Being pulled over by police or stopped by a train is not excused.

### **Home Meets:**

- There will be a bus from Oak View Middle School to home meets for anyone that cannot find a ride to the pool.
- Bus departs at 4:00 PM
- Everyone must be at the pool and ready by 4:30 PM.
- Irondale meet please be at the pool by 5:30 PM.
- There is NO RETURN BUS to Oak View Middle School from home meets, everyone must find a ride home from Fred Moore Pool.

### **Away Meets:**

- There is bussing to and from away meets.
- The bus will always pick up and drop off at the Oak View Middle School main doors.
- Everyone needs to find their own transportation to Oak View Middle School and from Oak View Middle School once the bus drops off the athletes.
- All athletes participating in the meet must ride the bus to the meet.
- Departure times are on the meet schedule toward the back of this packet.
- The bus will leave at the assigned departure time. Once the bus has left the school, it will not stop to pick up anyone.
- If you are not on the bus once the bus has left you will be taken out of the lineup.
- If an athlete is unable to ride the bus home from an away meet, a signed dismissal form for transportation is needed. Only the parent/guardian is allowed to sign the form.
- If an athlete leaves without the dismissal form signed by the parent or guardian then they will not be allowed to participate in the next meet.
- It is highly recommended that everyone rides the bus home. We will be having team meetings on the bus and it is important for team bonding.
- Only a limited number of people (athletes, coaches, managers) are allowed to ride the bus to away meets. Depending on the size of the team, coaches may limit the number of athletes that can travel to an away meet. Athletes will be notified in advance if they will be traveling to an away meet.
- In the event of a bus that does not show up, parent(s) will be notified and we will set up carpools to get athletes to and from an away meet.

**PLEASE PLAN ACCORDINGLY SO YOU ARE NOT LATE TO PRACTICES,  
MEETS, OR THE BUS!**

## **Stroke and Dive Descriptions**

### **Backstroke:**

Backstroke is a long axis stroke swum on the back rotating from side to side. There is only one individual event that consists of 100 yards.

### **Breaststroke:**

Breaststroke is a short axis stroke, which uses both arms at the same time in an extended pull. The kick is known as the “whip” kick. The swimmer must touch with both hands at the same time when they reach a wall. There is only one individual event of 100 yards.

### **Butterfly:**

Butterfly is using a simultaneous over arm stroke and dolphin kick. The kick is moving both legs together in a dolphin-like motion. The swimmer must touch with both hands at the same time when they reach a wall. There is only one individual event of 100 yards.

### **Freestyle:**

Freestyle means you can perform any legal stroke. The front crawl is the preferred stroke. The front crawl is swum on the stomach with the arms reaching and pulling. There are four events in each meet: 50 yards, 100 yards, 200 yards and 500 yards.

### **Diving:**

There are 5 different groups of dives: forward group, back group, inward group, reverse group, twisting group. Each of these dives can be performed in a straight, pike or a tuck position. Each week the varsity divers will be required to perform their first dive from one of these groups, this is called a voluntary dive (as seen below). Then they will be allowed to choose 5 other dives covering at least 4 of the 5 groups.

Each dive is categorized by a predetermined degree of difficulty. Points are awarded from 0 to 10 in 0.5 increments by each judge for each dive. The score is calculated by multiplying the total score with the degree of difficulty. (The degree of difficulty is how hard it is to perform a dive.) Judges will look at the approach, the hurdle, take-off, execution, and entry.

### **Voluntary Dives by week:**

8/12 – 8/17 Practice	10/07 – 10/12 Back Group
8/19/04 – 8/24 Practice	10/14 – 10/19 Inward Group
8/26 – 8/31 Forward Group	10/21 – 10/26 Twisting Group
9/02 – 9/07 Back Group	10/28 – 11/02 Reverse Group
9/09 – 9/14 Inward Group	11/04 - 11/09 Section
9/16 – 9/21 Twisting Group	
9/23 – 9/28 Reverse Group	
9/30 – 10/05 Forward Group	



## **Order of Events for Meets**

**200 Medley Relay:** A team of 4 swimmers, each swimming 50 yards (2 lengths) Order #1 backstroke, #2 breaststroke, #3 butterfly, #4 front crawl.

**200 Freestyle:** An individual event where the athlete swims 200 yards (8 lengths) of any stroke, normally front crawl.

**200 Individual Medley (IM):** An individual event where the athlete swims 200 yards (8 lengths) swimming all 4 strokes each 50 yards (2 lengths). Order #1 Butterfly, #2 Backstroke, #3 Breaststroke, #4 Front Crawl.

**50 Freestyle:** An individual event where the athlete swims 50 yards (2 lengths) of any stroke, normally front crawl.

### **Diving:**

- **Dual Meets:** Each diver does 6 dives – 1 voluntary and 5 optional covering at least 4 of the 5 groups
- **Championship Meets:** each diver does 11 dives, 5 voluntary (one from each group) and 6 optional with one from each group needed.

**100 Butterfly:** An individual event where the athlete swims 100 yards (4 lengths) of Butterfly.

**100 Freestyle:** An individual event where the athlete swims 100 yards (4 lengths) of any stroke, normally front crawl.

**500 Freestyle:** An individual event where the athlete swims 500 yards (20 lengths) of any stroke, normally front crawl.

**200 Freestyle Relay:** A team of 4 swimmers, each swimming 50 yards (2 lengths) of any stroke, normally front crawl.

**100 Backstroke:** An individual event where the athlete swims 100 yards (4 lengths) of Backstroke.

**100 Breaststroke:** An individual event where the athlete swims 100 yards (4 lengths) of Breaststroke.

**400 Freestyle Relay:** A team of 4 swimmers, each swimming 100 yards (4 lengths) of any stroke, normally front crawl.

## Meet Scoring

### Dual Meets:

Will have two or three heats of each event. The first heat in a 3 heat event is Exhibition, the second heat of a 3 heat event is Junior Varsity, Heat 3 of a 3 heat event is Varsity.

### Example:

The event is the 50 freestyle:

- Heat 1: Exhibition
- Heat 2: Junior Varsity
- Heat 3: Varsity

If there are only 2 heats in an event, then Heat 1 would be Junior Varsity, and heat 2 would be Varsity.

### Example:

The event is 500 Free:

- Heat 1: Junior Varsity
- Heat 2: Varsity

### Dual Meet Scoring: For a 6 to 8 lane pool

<u>Individual</u>	<u>Relay</u>	
1 <sup>st</sup>	6	8
2 <sup>nd</sup>	4	4
3 <sup>rd</sup>	3	2
4 <sup>th</sup>	2	0
5 <sup>th</sup>	1	
6 <sup>th</sup>	0	

### Invites/Championship Meets:

There are multiple heats of each event. The number of heats depends on how many teams there are and how many athletes each team is allowed to bring. Rules and scoring can change from invite to invite.

### Championship Meet Scoring:

<u>Individual</u>	<u>Relay</u>	
1 <sup>st</sup>	20	40
2 <sup>nd</sup>	17	34
3 <sup>rd</sup>	16	32
4 <sup>th</sup>	15	30
5 <sup>th</sup>	14	28
6 <sup>th</sup>	13	26
7 <sup>th</sup>	12	24
8 <sup>th</sup>	11	22
9 <sup>th</sup>	9	18
10 <sup>th</sup>	7	14
11 <sup>th</sup>	6	12
12 <sup>th</sup>	5	10
13 <sup>th</sup>	4	8
14 <sup>th</sup>	3	6
15 <sup>th</sup>	2	4
16 <sup>th</sup>	1	2

## Sections and State Qualifying Standards

### Sections:

- Only four athletes can be entered in each event.
- Only one relay can be entered for each relay, with four alternates.
- Athletes can compete in a maximum of four events. Two relays and two individual events, or three relays and one individual event.
- **Coaches determine the section team and what event each athlete will compete in.**
- If two or more athletes are close in one event, they might be asked to compete at JV sections to determine who will compete at Varsity Sections.
- If an athlete is competing in only one event at varsity sections, they will have the choice to compete at JV sections in different events with coach's approval.

### State:

Athletes can only qualify for the state meet at section finals. The top two places automatically qualify for state in all swimming events. In addition, any athlete that meets the following time standards qualify for state:

200 Medley Relay	1:51.78
200 Freestyle	1:56.58
200 IM	2:11.16
50 Freestyle	:24.49
100 Butterfly	:58.69
100 Freestyle	:53.71
500 Freestyle	5:12.87
200 Free Relay	1:40.43
100 Backstroke	:59.99
100 Breaststroke	1:08.11
400 Free Relay	3:41.42

The top four divers advance to the state meet.

## **Nutrition During the Season**

Most of the energy that you will require during a competition is supplied by the foods eaten the week prior to the competition. Use the following guidelines when considering your food choices:

1. High fat and high protein foods take longer to digest than carbohydrates and if eaten a few hours before exercising can contribute to indigestion, nausea, and vomiting.
2. Eating sugary foods right before you compete does not improve quick energy.

### **Eating Before a Meet:**

#### **3-4 Hours before**

1. Fresh Fruits or vegetables
2. Breads, bagels, English Muffins (little to no toppings)
3. Fruit or vegetables juices
4. Peanut butter, lean meat, low fat cheeses.
5. Low fat yogurt
6. Baked potato
7. Cereal with low fat milk
8. Pasta with tomato sauce

#### **2-3 hours Before**

1. Fresh Fruits or vegetables
2. Breads, bagels, English Muffins (little to no toppings)
3. Fruit or vegetables juices

#### **1-2 Hours Before**

1. Fresh fruits or vegetables

### **Fluids:**

Even though we are surrounded by water, swimmers and divers can easily become dehydrated during practice and meets. Here are a few guidelines to follow:

1. Keep a non-glass water bottle close during practice and competition
2. Drink between events and sets
3. Drink plenty of fluids before and after competition
4. Avoid carbonated drinks
5. Avoid caffeinated drinks
6. Urine color is a good indicator of dehydration. Dark urine indicates that you may be dehydrated and need to drink more fluids

## **End of Season Team Awards**

All awards except for the Coaches Award are selected by team vote. The swimmers and divers will award the person who best fits each category. The athlete must be in good standing academically and behaviorally with the MSHSL.

### **Most Improved**

This is given to the individual who has shown the most improvement during the season. Improvement is measured by times/score, maturity, responsibility, and ability.

### **Most Valuable**

This award is given to the team member who is determined to be the most valuable in meets, in and out of practice, and works the best to promote team unity.

### **Team Spirit**

This award goes to the individual who shows spirit by team unity, supporting teammates and can inspire teammates in practices and meets. The person that is always cheering for a team member, who is willing to go the extra mile to make the team feel good, defines this award.

### **Hardest Worker**

Defining the hardest worker, is the one that is the most dedicated to the sport of swimming and diving. The recipient of this award must be at every practice, complete every set/rep, and be reliable to keep the workout progressing. Has a positive attitude toward practice and competitions. They strive to encourage others to work at their best.

### **Rookie of the Year**

This award goes to the swimmer or diver completing their first year as an Andover Husky swimmer or diver. The recipient must demonstrate outstanding skill and attitude for the sport.

### **Coaches Award**

The recipient of this award is not chosen by the team but by the coaches. The recipient of this award needs to have an outstanding work ethic, always be willing to try harder, and be willing to go the extra mile to help their teammates. This award is for the tough; the one who gives 110% effort every day, all season.

## Practice Schedule

See Girls' Team calendar at [www.AndoverSwimandDive.org](http://www.AndoverSwimandDive.org) for updated practice schedules. In general, the team will practice at **FRED MOORE MIDDLE SCHOOL (unless otherwise noted)** as follows:

### August 12<sup>th</sup> – August 30

#### **Monday – Thursday**

Varsity 8:00 AM – 10:00 AM

JV 9:30 AM – 11:00 AM

Divers 9:00 AM – 11:00 AM

**Friday** all team practice : 8 AM – 10 AM

**No Saturday practice**

### No Practice September 2<sup>nd</sup>

#### **Weekly schedule Starting September 3<sup>rd</sup>**

**Monday –** Dry Land Practice 5:00 PM – 5:30 PM  
Swim and Dive practice 5:45 PM – 8:00 PM

**Tuesday –** Swim and Dive Practice 3:45 PM – 6:00 PM

**Wednesday –** Dry Land Practice 5:45 – 6:15 PM  
Swim and Dive Practice 3:45 PM – 5:45 PM

**Thursday –** If meet – no practice  
If no meet – 3:45 PM – 5:45 PM (Oct. 10<sup>th</sup>) , 5:45 – 8:00 PM (Oct. 24)

**Friday –** Swim and Dive Practice 3:45 PM – 6 PM @ **Roosevelt Middle School**

**Saturday –** If meet – no practice  
If no meet – 7:00 AM – 9:00 AM

### MEA Break:

Practice on Oct 17 and Oct 18<sup>th</sup> – 9 AM – 11 AM

Saturday Oct 19<sup>th</sup> – 9 – 10:30 AM (optional)

- We will practice on planned non-school days.
- Unless otherwise notified, we will NOT practice on meet days.
- **Practice dates, times, and location is subject to change.**
- **Please watch for communications from the coaches regarding schedule changes.**