Table of Contents

- 1. What is required of a family to be able to register for the team?
- 2. What are the swimmer requirements to join the team?
- 3. What are the volunteer requirements for each family?
- 4. What do I do if my swimmer cannot attend a practice or meet?
- 5. How do I communicate with the Coaches?
- 6. How do I request a refund if my swimmer drops from the team?
- 7. Do you practice in the rain/cold? How will I know if practice or a meet is canceled?
- 8. How do I purchase the team swimsuit or spirit wear?
- 9. What age group will my child swim in for the Barracudas?
- 10. My child is on the waitlist. Can they swim with the team?
- 11. My child did not receive a ribbon. Why is this?
- 12. What if I need to change my volunteer dates?

1. What is required of a family to be able to register for the team?

Families must be members of Ashburn Farm or the surrounding communities and have children between the ages of 5 and 18 as of June 15th of the current season to register for the swim team.

- Pool Access: Swim team members can only access the pool during Barracuda events. Any additional access outside these events must follow the Ashburn Farm Homeowners Association pool rules, including possessing a valid pool pass (for both residents and non-residents).
- Priority Registration:
 - 1. Returning swimmers in good standing from the previous season.
 - 2. Ashburn Farm residents (within the Homeowners Association boundaries).
 - 3. Non-residents (if space is still available).

Important: You may only register during your designated registration period. If you register early, your application will be moved to the bottom of the waitlist. If space is unavailable at that time, you will receive a partial refund minus a \$25 non-refundable fee.

2. What are the swimmer requirements to join the team?

To register, swimmers must be between 5 and 18 years old as of June 15 of the current season. They must be able to swim 25 meters of legal freestyle or backstroke unassisted (no doggy paddle), without stopping, touching the bottom, or side, within one minute. Swimmers must also tread water or float for one minute.

All new swimmers, regardless of age, must complete a swim evaluation at the start of the season. (See Events page for evaluation dates.) Swimmers must pass the evaluation to join the team, and there is only one opportunity to do so.

Attendance Requirements:

- Age Groups: Swimmers are assigned to practice groups based on their age as
 of June 15. This age determines both practice and meet groupings.
- Practice Commitment: Swimmers must attend their designated practice session. We expect swimmers to attend at least two practices per week to help coaches assess their skills. Practice attendance is a factor in A-meet selection. Exceptions are made for family vacations, camps, and illness, but coaches must be notified in advance.
- "Swimming Up": Younger swimmers may be asked to practice with older groups or compete in older age groups at A-meets, based on coach recommendation. Families will be notified in advance.
- **Younger Swimmers**: Due to limited attention from coaches, older swimmers cannot attend younger practice sessions. If older swimmers are attending camps in the morning, coaches can provide a set of practice exercises for them to complete on their own time.
- **Special Needs**: We welcome swimmers of all abilities. Parents of children with special needs should remain available to support their child, and communicate with coaches to ensure accommodations are made.

Coaches reserve the right to reassess a swimmer's eligibility within the first two weeks of practice.

Information about our swim groups can be found on our Parent Info page.

3. What are the volunteer requirements for each family?

Volunteer requirements:

It takes a large number of volunteers to run a swim meet. With that in mind:

All families MUST sign up to volunteer!

- * 1 Time Trial Meet,
- * 4 A and/or B Meets,
- * 1 Set up or Clean up of a meet, and
- * 1 Social Event.

Volunteer position selection is to be completed at the time of registration, or your registration will not be considered complete.

Shortly after completion of the registration process, you will receive an email with instructions on the volunteer job selection process. Returning families are able to log in and select volunteer positions immediately after completing the registration process. At this time, you will have 72 hours to log in and select the required volunteer positions. Once you successfully select all of your required jobs, your swimmer's account(s) will be approved and they will be added to the team. See Team Rules on our Documents tab and during the registration process for more information. If you do not complete this in full, we will contact you to correct this issue. If you fail to correct this immediately, your swimmer registration(s) will be canceled and charged a \$25 non-refundable fee (per swimmer), and they will be removed from the team.

**Please note that if your child is selected to swim in any Saturday meets, and/or Divisional and All Stars, you may be expected to work those additional meets as well.

To sign up:

Click on the Job Signup button under the event to see all available positions for that event. (Note: This is per family account, not per swimmer, so you only need 7 jobs total, broken out as indicated above.)

It takes 40-60 volunteers to run a swim meet. We need your commitment declared at registration to ensure your swimmer's acceptance to the team.

If you need to change your commitment after signing up, please contact the <u>Volunteer</u> <u>Coordinators</u> immediately and make arrangements to find another acceptable position. Last minute changes may not be honored by the Volunteer Coordinators if it will leave the team short-handed.

If you do not fulfill your volunteer obligations during the season, your swimmer(s) will be unable to compete in an upcoming meet. Repeat violations will result in removal of your child(ren) from the swim team for the remainder of the season without a refund, and will impact your ability to register the next season.

Please contact volunteering@ashburnfarmbarracudas.org with any questions regarding your volunteering commitments.

4. What do I do if my swimmer cannot attend a practice or meet?

If you know in advance that your swimmer will miss practice or a meet, please email the Head Coach at coaches@ashburnfarmbarracudas.org. For last-minute absences, notify the Head Coach as soon as possible.

You will be asked to declare availability for all meets on the team website and confirm attendance for any A-meets your swimmer is selected for. If your swimmer cannot

attend a Saturday meet they've already committed to, please email the Head Coach immediately so we can try to find a replacement.

5. How do I communicate with the Coaches?

Please avoid speaking to coaches during practice sessions or meets. To speak with a coach, schedule a meeting outside of these times. Coaches are focused on the swimmers during practice and meets, so it's not an appropriate time for communication.

You can reach the Head Coach at <u>coaches@ashburnfarmbarracudas.org</u> outside of practice and meet times. Other coaches can be contacted individually after practices or meets.

For concerns about the team or coaching staff, please contact the President or Vice President at officers@ashburnfarmbarracudas.org.

6. How do I request a refund if my swimmer drops from the team?

If your swimmer decides to leave the team or does not pass the evaluation, you can request a partial refund by emailing the Team Admin at admin@ashburnfarmbarracudas.org. Refund requests must be submitted by May 31st. After this date, no refunds will be issued. A \$25 non-refundable fee applies to all registrations to cover administrative costs.

7. Do you practice in the rain/cold? How will I know if practice or a meet is canceled?

Practice will proceed as scheduled unless there is thunder, lightning, or rain so heavy that the pool bottom is not visible. In most cases, practice will occur if it is safe. If there is any uncertainty, check for updates via email, text, or social media. If the pool is open, practice or the meet will continue.

8. How do I purchase the team swimsuit or spirit wear?

Details for swimsuits and spirit wear will be posted on the website. Log in to your Team Unify account and visit the Suits/Spiritwear tab for more information. Some items may be available for pre-order during registration for early season availability.

9. What age group will my child swim in for the Barracudas?

Swim practice times and groups are based on the swimmer's age as of June 15th. This age will be used for both practice assignments and age group placement in meets. For more details, refer to the <u>Parent Info</u> page.

Swimmers must attend their assigned practice session. Younger swimmers may be asked to "swim up" to an older practice or age group at A-meets, if recommended by the Head Coach. This will be communicated directly to the swimmer and family.

Due to the needs of younger swimmers, older swimmers cannot attend earlier practice sessions. Swimmers in camps can contact the coaches for a practice set to complete on their own time.

10. My child is on the waitlist. Can they swim with the team?

Unfortunately, children cannot swim with the team unless they are officially registered. Due to insurance and liability issues and to ensure there are not too many children for the coaching staff and space available, only children that are registered for the team can participate. If you are on the waitlist, we will contact you if space becomes available and you would complete registration at that time.

11. My child did not receive a ribbon. Why is this?

Ribbons are only awarded to swimmers who successfully complete an event (one race, not the entire meet). If your child was disqualified in an event, they will not receive a ribbon. Coaches will be notified of disqualifications and will work with swimmers to correct their strokes. If you believe your child was not disqualified, please contact our Meet Management Team at barracudas.meet.managers@gmail.com for clarification.

12. What if I need to change my volunteer dates?

If you need to change your volunteer dates, contact our Volunteer Coordinators at <u>volunteering@ashburnfarmbarracudas.org</u>. Please provide plenty of notice and offer alternative dates to fulfill your commitment.

It takes 40-60 volunteers to run a swim meet, and last-minute changes are difficult to manage. Since meet sign-ups occur less than a week before each meet, we ask that you

avoid changing your commitment. In case of an emergency, contact the Volunteer Coordinator immediately to arrange a replacement. Day-of changes will not be accepted, and you will need to find your own replacement.

Thanks for being a part of the Barracudas Swim Team! We look forward to an amazing season! See you at the pool!