

# 2025 Armfield Farm Stingrays Handbook



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# **The Armfield Farm Stingrays**

## Philosophy and Goals

The goal of the Armfield Farm Stingrays is to provide a positive swimming program that will:

- 1) Develop self-esteem, confidence and a sense of personal achievement for each swimmer by teaching sound swimming mechanics and techniques;
- 2) Develop sportsmanship and teamwork;
- 3) Provide an environment of healthy competition in which each individual can succeed by improving his/her skill level; and
- 4) Provide an enjoyable social experience for swimmers and their families within the Armfield Farm community and neighboring areas.

## Team Rules

1) Be on time! Arrive at least 5 minutes before practice and be ready to get in the pool on time. For meets, swimmers should arrive at the pool at least 15 minutes before warm-ups are scheduled to begin. Volunteers should arrive at the pool at least 25 minutes before the meet is scheduled to begin.

2) Warm-ups: It is important for the swimmers to warm-up. At home meets, we warm-up one hour before the meet begins. At away meets, we warm-up 30 minutes before the meet begins. Warm-ups are short, so please be at the meet at least 15 minutes before warm-ups are scheduled to begin.

3) Safety Rules: Pool rules that apply to the general pool membership also apply to swimmers, volunteers and spectators. These rules are designed for safety and will be enforced at all times.

4) Coaches' Prerogative: The coaches decide which events the swimmers will swim in the Saturday "A" Meets. Swimmers are required to swim the events in which they are entered.

5) Absences: It is VERY important that coaches know who is available to swim at the Saturday "A" meets. Please declare your availability, YES or NO, for all "A" meets in your account at our website [www.armfieldfarmswim.com](http://www.armfieldfarmswim.com). Please also inform the coaches if you will not be available for a meet.

6) Behavior: All swimmers, volunteers and spectators are required to conduct themselves with the highest levels of sportsmanship.

**7) Refunds: You will receive a refund of your registration fee (minus a \$25.00 administrative fee) if you withdraw your child from the swim team before Time Trials. No refunds will be given after Time Trials.**

## Communication

- 1) Website: Please visit our website at: [www.armfieldfarmswim.com](http://www.armfieldfarmswim.com) for information about the Armfield Farm Stingrays.
- 2) Email: We send emails with information about meets, practices, and other swim team events at least once per week. If you are not receiving emails, please check your "spam" folder. If you don't have any emails from the Coaches or a Board Member, please let a Board Member know.
- 2) Swim Folder: Each family will have a folder in the box on the table located just inside the front door of the clubhouse at the pool. These will be used to disperse information throughout the season. Folders will be organized by the SWIMMER'S last name. Please check these folders regularly, so you don't miss out on important events. Ribbons will also be placed in these folders.
- 3) FaceBook: We post information about the team, including information about meets, practice cancellations and upcoming events on our FaceBook page, <https://www.facebook.com/armfieldfarm.stingrays>. We recommend you "friend" us on FaceBook.
- 4) Absences: If a swimmer will miss a Saturday "A" Meet, you must declare the absence in your account at [www.armfieldfarmswim.com](http://www.armfieldfarmswim.com). Failure to declare the absence may prevent other swimmers from the opportunity to swim in an "A" Meet. Please **declare** any and all absences in your account at [www.armfieldfarmswim.com](http://www.armfieldfarmswim.com) as soon as possible. (This is so important we have included it twice.)
- 5) Communication with Coaches: If you need to communicate with the coaches, please talk to them after practices. DO NOT talk to the coaches during practice.
- 6) Additional Online Information: Information about the Colonial Swim League ("CSL"), including schedules, league policies and requirements for officials, may be found at the CSL website, <http://csl.nvblu.com/>.

7) Email to the Team: For any general questions and concerns about the Armfield Farm Swim Team, please send an email to [president@armfieldfarmswim.com](mailto:president@armfieldfarmswim.com). Your questions or concerns will answered or addressed within 48 hours.

8) Phone Calls/Email: Please provide your current phone number and email address in your membership account so the coaches can reach you in case of a last minute change to the meet sheet or any emergencies.

9) Swimmers' Events: Swimmers will typically be told what events they are swimming in the Saturday "A" Meets at practice on Friday mornings. This information will also be provided in an email to Armfield Farm Stingrays families by noon on Fridays. Swimmers and their families select their events for Wednesday "B" Meets. Swimmers are limited to three (3) events at "B" Meets (including the 100 IM) and are not allowed to swim any stroke in which they placed 1st, 2nd or 3rd at the preceding "A" Meet.

## Guidelines for Swimmers and Parents

### **Practices:**

- 1) Parents and visitors are not permitted on the pool deck during practice. Parents may sit at the tables under the awnings but are not permitted to talk to the coaches during practices.
- 2) Phone calls or texts to coaches during practice WILL NOT be accepted.
- 3) If you have any questions or concerns for the coaches, please schedule a conference with the Head Coach. Practice time is limited and the coaches must focus their attention on the swimmers. DO NOT interrupt the coaches during practice. Let the coaches do their job.
- 4) Swim practices are not to be used as a baby-sitting service. Swimmers should not arrive at practice earlier than 10 minutes before practice and are expected to leave when practice ends. The coaches need to be able to start the next practice on time or leave the pool at the end of each day's practices.
- 5) Once morning practices begin, the pool is not open to the public during practices. NO ONE, other than swimmers at practice, is allowed in the main pool or baby pool during morning practices and meets.

### **Swim Meets:**

- 1) Only officials, timers and volunteers are allowed on the pool deck (at the start end and turn end of the pool and in other designated areas) during meets. Spectators are required to remain in spectator areas. Swimmers are expected to stay in the designated team area. Officials are required to wear appropriately colored clothing. Parents are NOT PERMITTED to be in the Team Area during meets, unless they are Team Area Volunteers.
- 2) On-deck Officials must be certified by the Colonial Swim League ("CSL"). The schedule for certifying officials is available at the CSL website, <http://csl.nvblu.com/>. These clinics will certify the following officials: Referee, Starter, and Stroke & Turn Judges. We can not have too many

trained officials. Contact Dan Earle with any questions about officials.

3) Other meet volunteer positions include: timers, computers, ribbon writers, runners, clerk of course, team area, announcer, and concessions. Volunteers are also needed for set-up and clean-up for home meets. Please see the "Volunteer Opportunities" section of this Handbook for additional information about these opportunities. All Armfield Farm Stingrays families are expected to volunteer at meets.

4) Meets will be held rain or shine EXCEPT in cases of lightning or thunder. In such cases, meets may be delayed or canceled. We will likely not know whether a meet is delayed or canceled until after we are required to be at the meet. Unless you have received confirmation that the meet is delayed or canceled, you are required to be at the meet ready to swim and volunteer. Please be patient - we have no control over the weather and we won't compromise anyone's safety. However, we want the swimmers to have the opportunity to compete. We will send out an e-mail once we know that a meet has been canceled.

5) DO NOT approach the coaches or officials with questions or concerns during the meets. The coaches and officials have jobs to do and must keep their focus on the swimmers. If you have questions or concerns during a meet that REQUIRE IMMEDIATE attention, please see our Team Representative, Aida Gines-Rivera. If your question or concern can wait until after the meet, please communicate with the appropriate person when the meet is over.

6) Meets cannot be run without parent volunteers. **All parents are expected to help in some way.** Your child will not be an ACTIVE member of the team without your participation. The success of the Armfield Farm Swim Team and the Colonial Swim League is greatly dependent on parent participation. Everyone has a busy schedule, but we all can and must find the time to volunteer.

## Equipment

1) Suit – Team suits should only be worn for meets. Team suits are purple and black, and are available for purchase at the Armfield Farm Swim Team online store through Cassel's. Team suits must be purchased by May 5, 2025.

2) Caps – Swimmers are permitted to wear swimming caps during meets and practices. Armfield Farm expects all swimmers who wear a cap during a meet to wear an Armfield Farm cap. CSL rules state that a swimmer "shall not be permitted to compete in a cap which includes the name, logo or insignia of any...swim team other than their [CSL] team." Caps are available for purchase from the team.

3) Goggles – All swimmers should have at least two pairs of goggles. Goggles break easily and are often misplaced. Goggles should be labeled with the swimmer's name. Goggles can be purchased at any swim store, including Cassel's

4) Items for meets - The following are a list of things each swimmer is requested to bring or wear to each meet:

Armfield Farm Suit

Armfield Farm T-shirt (provided with timely registration)

Armfield Farm Swim Team Swim Cap

Goggles (2 pair)

Sunscreen

Towels

Water bottle

Sweatshirt or T-shirt/Sweatpants or Shorts

If it looks like rain, bring a large plastic bag to keep all of your items dry. Please also dress accordingly.

5) Please ensure that all items are labeled with the swimmer's name.

## Armfield Farm Stingrays Practice Schedule

### Afternoon practices:

Beginning May 28, 2025:

4:15-5:00 (8 and under)

5:00-6:00 (9-12)

6:00-7:00 (13 and older)

### Morning practices:

Beginning June 13:

7:00-8:00 (13 and older)

8:00-9:00 (9-12)

9:00-9:45 (8 and under)

## Swim Meets

**Time Trials** will be held on June 7, 2025 at 8:00 A.M. Time Trials are required for all swimmers. Time Trials include Armfield Farm swimmers ONLY and give swimmers and parent volunteers a feel for how a real swim meet is conducted. Time Trials are conducted like an official meet, and all volunteer positions must be filled by Armfield Farm parents.

## Saturday/"A" Meets

"A" Meets are held on Saturday mornings, normally starting at 8:00 A.M. For home "A" Meets, swimmers must be at the pool by 6:50 am. For away "A" Meets, swimmers must be at the away pool by 7:15 am. The first "A" Meet is the Saturday after Time trials. Each team may enter a maximum of three swimmers in each individual event and one relay. A swimmer may swim a maximum of three individual events plus two relays (one age group relay and one mixed age relay). The coaches decide who will swim in each event and each relay. "A" Meets include 53 events in the following order:

Mixed Age/Mixed Sex Medley Relay	Event	53
Freestyle	Events	1-10
Backstroke	Events	11-20
Breaststroke	Events	21-30
Butterfly	Events	31-40
Age Group Relays	Events	41-50
Mixed Age Relays	Events	51-52

Boys swim the odd numbered events and girls swim the even numbered events. "A" Meets are scored. Points for individual events are awarded as follows: 1<sup>st</sup> place - 5 points; 2<sup>nd</sup> place - 3 points; 3<sup>rd</sup> place - 1 point. Points for relays are awarded as follows: 1<sup>st</sup> place - 7 points. Saturday swimmers will be announced on Fridays.

Swimmers are expected to stay until the end of the meet, which ends after the relays.

We almost always swim the individual medley (IM) after the conclusion of "A" Meets. Those swimmers not competing in the IM are not expected to stay past the conclusion of the mixed age relays. **However, we still need all volunteers for the IM events.**

### Wednesday/"B" Meets

"B" Meets are held on Wednesday evenings normally starting at 6:00 P.M. For home "B" Meets, swimmers must be at the pool by 4:50 pm. For away "B" Meets, swimmers must be at the away pool by 5:15 pm.

"B" Meets give every swimmer an opportunity to compete. Swimmers can enter a maximum of three events in which they did not score during the previous "A" Meet. Individual ribbons will be awarded for the first six places in each event. "B" Meets are not scored.

The events in "B" Meets are the same as "A" Meets, except we do not swim relays. We typically swim IMs at all "B" Meets. "B" Meets will often include multiple heats in each event.

The order of events will alternate for "B" Meets. For the first "B" Meet, the order will be: Freestyle, Backstroke, Breaststroke, Butterfly, IM. For the second "B" Meet, the order will be Backstroke, Breaststroke, Butterfly, Freestyle, IM. For the third "B" Meet, the order will be Breaststroke, Butterfly, Freestyle, Backstroke, IM. For the fourth "B" Meet, the order will be Butterfly, Freestyle, Backstroke, Breaststroke, IM.

## Meet Tips

Our concession stand offers a variety of snacks and meals and is a great fund-raising source for the Armfield Farm Swim Team. Please take advantage of this opportunity to get some food and help the team.

Swimmers should avoid junk food before and during meets. Swimmers should drink plenty of fluids, particularly water, to stay hydrated during meets.

Meets often get hot and most pools do not have adequate shade. Swimmers, volunteers and spectators should use sunscreen, and drink plenty of water.

Addresses for the pools in the CSL are available on the CSL website, <http://csl.nvblu.com/>.

## Social Events

The Social Committee plans many fun events for swimmers and their families. All Social Events will be posted on the website under Stingray Events and on the Season Calendar. We typically have social events the Friday night before meets and start the season with an ice cream social. At the end of the season, we have a Banquet to celebrate a great summer.

**Stingray Coaching Staff:**

**Head Coach: Cameron Lai-Harris**

**Assistant Coach: Brianna Edwards**

**Assistant Coach: Logan Earle**

**JRay: Walter Tiss**

**JRay: Sophie Nguyen**

**JRay: Caleb Earle**

**JRay: Noah Sharabi**

**JRay: Natalie Talberg**

**JRay: Stella Obeng**

**JRay: Anirv Ganti**

**BOARD OF DIRECTORS:**

**President: Dan Earle**

**Vice President: Justin Lee**

**Team Rep: Aida Rivera-Gines**

**Corresponding Secretary: Stephanie Talberg**

**Treasurer: Jamie Kibler**

**Recording Secretary: Katey Miller**

**Assistant Team Rep: Vacant**

**COMMITTEE CHAIRPERSONS:**

**Sponsors/Fundraising: Sandeep Kathuria**

**Computer : Young Lee, Beth Earle, Teresa Van Dalen**

**Deck Officials: Vacant**

**Concessions: Patty Gioffre**

**Clerk of Course: VACANT**

**Head Timer: VACANT**

**Ribbon Writers: VACANT**

**Social Activities: VACANT**

**Team Area: VACANT**

**Set Up/Clean Up: VACANT**

**Website: Jon Van Dalen**

## **Volunteer Opportunities**

The Armfield Farm Swim Team relies on many volunteers, throughout the summer and at each meet and team event, to provide the best possible experience for our swimmers. We are fortunate to have many families who generously give their time, effort and talent to our team. However, it has become increasingly obvious that some families are not fulfilling the volunteer obligations we have set for membership on the team.

In an effort to create a more equitable system, and simplify the requirements for each family, the Board has adopted the following Volunteer Requirement and Accounting System.

**It is important for ALL families to recognize that this policy is the minimum requirement to be an active participant on the Armfield Farm Swim Team. Each family is still expected to volunteer when they are able and as the team needs volunteers. Without volunteers, we are unable to run the team or conduct meets. Even if you have met the minimum requirements detailed in this email, we will still need volunteers for all of our events, particularly the meets.**

The Volunteer Requirement is as follows:

All Meet and Team Event Volunteer positions are worth 1 point.

Each family is required to earn a minimum of 5 points during the season to be in good standing, which will allow their swimmer(s) to participate in practices, meets, and social events. Failure to comply with this requirement will result in suspension from all activities, with no refund for any team fees paid.

To make sure all families are on pace to fulfill their Volunteer Requirement, all families must have at least 2 points by the end of the 3rd A Meet of the season. If a family does not have 2 points by the end of the 3rd A Meet of the season, the child(ren) of that family will not be permitted to practice or participate in meets until 2 points are signed up for the next available volunteer opportunity. If a family does not fulfill those volunteer points as signed up, the swimmers will be suspended until 2 points are earned by the family. If a family is unable to meet the volunteer minimum by the 3rd A meet, the family must apply for a waiver at least 4 days prior to the deadline to remain active. The granting of waivers will be decided by the Armfield Farm Swim Team Board and all decisions of the Board are final. Families should contact [President@ArmfieldFarmSwim.com](mailto:President@ArmfieldFarmSwim.com) to request

a waiver.

If a family does not meet the Volunteer Requirement of 5 points by the end of the season, the following year's registration will incur an additional fee of \$150.00 per family.

We have several "behind the scenes" or "lead" Volunteer positions that earn Volunteer points outside of meets and Team events. These jobs may be shared, but the points will also be shared (meaning if 2 people share a 4 point job, each family will get 2 points). These include the following:

1. Board Members - 5 Points
2. 2 Concession positions - 5 Points each
3. 2 Computer Guru positions - 5 Points each
4. Website designer - 5 Points
5. Banquet/Award (one job) - 5 Points
6. Folders - 5 Points
7. Set Up Leader (pool deck coordinator/organizer for each home meet) must be at set up for all home meets - 5 Points
8. Caps (must be at all meets to sell caps) - 5 Points
9. Spirit Wear Coordinator - 5 Points
10. Social Chair - 5 Points
11. Winter Swim Coordinator - 5 Points (points will be valid for the summer season after Winter Swim ends)
12. Donut Coordinator (orders donuts for season, checks weekly) - 2 points

In order to get your first choice of volunteer jobs, it is important that you register early as job slots will go fast. You may volunteer in any job from week to week and learn multiple positions. It is this level of commitment from each family that makes the Armfield Farm swim meets run smoothly.

Here are brief descriptions of the different areas where help is needed.

Computer: The Computer Leads prepare the computer system for all meets, run reports, print time card labels and ribbon labels, set up and merge meet selection before meets start and print off meet sheets. Computer Meet Volunteers enter data into the computer during the swim meets.

Deck Officials: **Training is required.** Officials must to be trained and

certified as a stroke and turn judge, starter and/or referee. Stroke and Turn Officials judge the strokes and turns. The Starter starts the races. The Referee runs the meet.

Clerk Of Course: Clerk of Course volunteers line up the swimmers prior to each event in the correct heat and lane; and lead or direct the swimmers to the starting area.

Team Area: Team Area volunteers gather the swimmers in the team area, hand out cards, and take or direct the swimmers to the Clerk of Course in time for their events.

Head Timer: The Head Timer organizes and assigns the appropriate number of timers for each meet. The Head Timer is required to give instructions to all timers at home meets (in coordination with the Starter) and assist the Head Timer at away meets, as needed. The Head Timer is also responsible for accounting for all timers in all lanes, starting two watches (in case of a watch malfunction in any given lane) and to help the Referee run an efficient meet. The Head Timer is asked to take the Armfield Farm watches to Away Meets.

Timers: Timers time the swimmers during the meets.

Concessions: Concessions Volunteers: (1) sell food and beverages at the concession stand for all home meets, (2) grill food at the Wednesday meets, (3) help purchase food for meets, and (4) help set up and take down the concession stand during home meets. For Wednesday meets, set up begins at 4:30 p.m. For Saturday meets, set up begins at 6:30 a.m. Take down begins after the meet for Wednesday and Saturday meets.

Ribbon Writers: Ribbon Writers organize cards after the events and write ribbons (or place labels on ribbons) at the ribbon table during the meets in order to be able to provide ribbons for the swimmers.

Social Activities: Volunteers are needed to help organize and run the various social activities that the swim team does throughout the season. In the past, the team has done Pasta Pep Rallies, Mexican Fiestas, Movie Day, Movie Nights, Bowling, Donut Fridays (after practice), and trips to water parks and/or amusement parks. New ideas for social events are always

welcome.

Set-up/Clean-up: Volunteers set-up and clean-up for all home meets. For Wednesday meets, set up begins at 4:30 p.m. For Saturday meets, set up begins at **8:00 p.m on the Friday night before the meet**. Take down begins after the meet for Wednesday and Saturday meets. Setup instructions will be available.

## **2025 Armfield Farm Swim Team Meet Schedule**

### **A Meets:**

June 14, 2025 Armfield Farm @ Arlington Knights of Columbus

June 21, 2025 Ashburn Village @ Armfield Farm

June 28, 2025 Armfield Farm @ Franklin Farm

July 5, 2025 Burke Centre Penguins @ Armfield Farm

July 12, 2025 Burke Stingers @ Armfield Farm

July 19, 2025 Red Divisionals @ Burke Centre

July 26, 2025 Colonial Swim League All Stars @ Ashburn Village

### **B Meets:**

June 18, 2025 Hayen Village @ Armfield Farm

June 25, 2025 Armfield Farm @ Ashburn Farm

July 2, 2025 South Riding @ Armfield Farm

July 9, 2025 Armfield Farm @ Franklin Glen

Special/Fun Meets:

June 7, 2025 Time Trials @ Armfield Farm

July 7, 2025 IM Tough @ Chantilly Highlands

July 13, 2025 Relay Carnival @ Sugarland Run

Pool Addresses and directions are available at the CSL website; addresses are also available under the Parent Information tab on our website, [www.armfieldfarmswim.com](http://www.armfieldfarmswim.com)