

**FORT SCOTT HURRICANE
SWIM TEAM HANDBOOK
2019 Ed.**



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Fort Scott Hurricanes provide a safe environment where swimmers can improve their strokes, increase their self-confidence and learn teamwork through proper swimming technique and quality coaching, in a positive and healthy environment.

2019 Coaches

Head Coach- Peyton Claypool

Assistant Coach/Pre-swim Coach- Kenny Hudiburg

Assistant Coach- Karen McCullough

Assistant Coach- Maddie McCoy

2019 Schedule

May 28- Gold Practice 7:30-8:45

 Silver Practice 8:30-9:30

 Bronze Practice 9:15-9:45

June 5- Home Mock Meet

June 12- FORT SCOTT vs Erie & Humboldt

June 19- IOLA vs Fort Scott

June 26- FORT SCOTT vs Indy

July 10- CHANUTE vs Fort Scott, Coffeyville & Erie

July 17- FORT SCOTT vs Chanute

July 27 - SEK League Championship @ Chanute

July 30 - End of Season Swim Party and Awards

SWIMMER ELIGIBILITY

Children between the ages of 5 and 18 (as of June 1) are eligible for the Swim Team. Registration forms must be completed, and all dues must be paid before a swimmer can participate in practice.

To be on the swim team, the child must be able to swim the length of the pool (25yd), without assistance, and be able to follow a coach's directions. If you are unsure if your child meets this criterion, you should plan on attending swimmer evaluations held during the first day of practice. If your child cannot be evaluated that day, please see the Head Coach to be evaluated at another time during the first week of practice.

Swimmers who display beginning swimming skills (able to swim without assistance though not necessarily performing individual strokes) and are able to easily separate from a parent and follow directions, may join the Pre-Team, which has a higher coach to swimmer ratio. As their skills progress, they may, at the coaches' discretion, move up to the team. Pre-Team is not swim lessons. Swimmers who do not display adequate swimming skills will be recommended for swim lessons, so they will be able to join the swim team next summer.

DUES AND REGISTRATION

2019 Dues are: \$55 per swimmer on or prior to May 3, 2019. After May 3rd, dues are \$65 per swimmer.

In addition to paying coaches' salaries, our swim team dues pay for a variety of items, including league fees, training equipment, ribbons, and our end of season awards party. The dues do not cover the cost of the swim team picture, swim suits, goggles, or spirit wear.

Registration forms and payments can be taken care of at Buck Run Community Center. All checks should be made payable to Buck Run Community Center.

Scholarships are available for families who need assistance with dues. Please see a board member for more information.

After the first week of practice, an evaluation by a coach is needed before a swimmer can register for the team.

If you register and find you are no longer able to participate, before the first meet, you may make a written request for a refund and leave it in the Board Treasurer folder.

PRACTICES AND MEETS

The swim team season is a busy one with daily practices and weekly meets.

Beginning the Tuesday after Memorial Day and running to the 4th weekend of July, practices are held Monday through Friday mornings at the Fort Scott Aquatic Center.

Team Practices: Practice makes progress, especially where swimming is concerned. For this reason, swimmers are encouraged to attend practice every day. **Please have your child arrive 15 minutes before practice so they can warm up with the team and are ready to dive in at the practice start time.** We know it may not be possible to attend every practice, but if your child will be absent for more than two days due to camp, vacation, etc., please let the coaches know by placing a written note in the Coaches folder.

Swimmers are expected to behave in a positive manner during practice and be respectful of all coaches and swimmers.

During practice and meets, parents are asked to remain in the seating area of the pool unless you are working the meet. Please do not come on to the pool deck during practice - this is a liability and safety issue.

Our expectations of our swimmers:
ACT RIGHT, BE COACHABLE, AND COMPETE

Discipline Issues during Practice: if an issue arises with your child's behavior during practice, coaches may follow the following discipline plan:

1st Offense - Verbal Warning

2nd Offense - Removed from water and will sit for a period determined by the coach or until swimmer's behavior improves

3rd Offense - Parent Phone Call and Released from practice

If at anytime a child's behavior becomes severely disruptive to practice, endangers themselves or others, coaches may proceed immediately to Step 3 of our discipline plan.

Meets: Meets are held on Wednesday evenings, beginning at 6 PM. All meets are in 25 yd pools and include a total of 66 individual races and 12 relays.

Please note that for meets, swimmers are to participate in the team warm-ups prior to the meet. The warm-up times are communicated prior to every meet and will vary depending on if the meet is home or away. Participants must provide their own transportation to and from meets.

Pre-Team swimmers/parents should check with the Pre-Team coach about their eligibility to swim in a meet.

Meet Registration

It is the parent/swimmer's responsibility to register for each meet. To register for a meet, simply click on the declaration link sent to you the week prior to the meet and click YES my swimmer will compete, or NO my swimmer will not compete. If you click, YES, you will be prompted to select the events in which your child is eligible to compete. Please select all events unless you as a parent are choosing to restrict your child's events due to illness or other circumstances. Please indicate in the comment box anything you might want to add about why you are restricting your child's events. Your declaration will be sent to coaches for approval. Please note: COACHES HAVE FINAL SAY ON ALL MEET ENTRIES. They have the right to add or remove your child from events for any reason.

League Meet

At the end of the swimming season, all teams from the SEK League compete in the Championship Meet or "League". In order to compete, a swimmer must have participated in at least two meets during the season. SEK League member teams include: Chanute, Coffeyville, Erie, Fort Scott, Humboldt, Independence, and Iola.

OTHER IMPORTANT INFORMATION

Team swimsuit

Fort Scott has a team suit that is recommended, but optional. Most swimmers enjoy wearing the team suit at meets and for the team picture. Team suits can be purchased at J&W Sports Shop in Fort Scott. Swimmers may also purchase any athletic type one-piece suit from other retailers or in the team shop on swimoutlet.com

Spirit Wear

Team spirit wear, for swimmers and parents, will be available for order during the first few weeks of practice.

Team Picture

During the season, the team schedules a professional photographer to take a team picture. You may choose to have individual or family pictures taken at this time. All photos are purchased individually and are completely optional. We encourage all swimmers to be included in the team picture and to wear your team suit, if possible.

Team communication

Text alerts- You will be able to add a SMS Notification number in your TeamUnify account. Please add this number and verify it so that we may be able to contact you promptly with team information.

Facebook- Information about meets, practices, general team information, and much more. When possible, we try to post information about last-minute schedule changes due to weather or other unforeseen circumstances.

Family folders

A folder is labeled with each family name and placed in a file box near the pool gate. Check your family's folder regularly for flyers, ribbons, and other information. There is also a folder for the coaches and team treasurer, in case you need to communicate something directly to these people.

Leaving a note in the coach's folder is a good way of communicating information to the coaches. This is also the

preferred way to inform a coach if your swimmer will be gone due to vacation or camp.

Team fundraising

To purchase equipment for the team, such as lane ropes, stopwatches, and training tools, the team does, at times, conduct some fundraising. We try to make this as painless as possible for everyone involved.

End of Season Awards and Swim Party

The final event of the season is our awards and swim party. It is held the Monday or Tuesday following the League Meet. The evening usually includes awards presentations and snacks. Following the awards, the Fort Scott Aquatic Center is open for our use. The whole family is welcome. If you are unable to attend, please ask a friend to pick up your swimmers(s) awards.

TEAM ORGANIZATION

Our team is managed by two primary groups: Coaches and parents. Our Coaches manage all aspects of the team practices, meet lineups and managing the swimmers during meets. Coaching is a big job and they deserve everyone's attention and respect.

Everything else is organized and/or managed by parent volunteers. Swimming involves a great deal of parent volunteers to help the season run smoothly. Please remember to be respectful to all parent volunteers.

Coaches

The Hurricanes are fortunate to have great coaches to work with our swimmers.

Our coaches are happy to address any questions or concerns you may have about your swimmer, but please wait until practice is over to approach them. During practice, it is necessary that all parents and other observers stay in the pool seating area.

The coaches can give a certain amount of attention to each swimmer during practice. If you feel your child would benefit from private lessons, some coaches will be available (at a set fee). We highly encourage you to take advantage of this opportunity. To contact a coach for lessons, comments, or concerns please leave a note in the Coaches folder.

Our coaches have a great deal of responsibility looking out for the safety and well-being of our children. Please show them the respect and consideration that they deserve. If you have any issues or concerns regarding one of our team coaches, please try to address the issue directly through the Head Coach. If this does not resolve the issue, then please speak with a Board member. We are interested in making sure this is a fair and fun season for everyone.

Swim Team Board

The swim team board acts as a liaison with the Fort Scott Recreation Commission, the City of Fort Scott and the SEK League, reps from other teams, parents, swimmers and coaches.

The board coordinates the swim program and represents Fort Scott at all SEK League meetings. This involves a variety of year-round work. It includes selection of coaches, soliciting volunteers, swimmer registration and managing the budget. In addition, they coordinate weekly meets as well as the SEK League meet.

Contact any of the board members if you have Swim Team related questions, suggestions or concerns. Please assist the board as much as you can this summer to make the meets run efficiently and as quickly as possible. If you are interested in becoming a Board member, great! Let us know!

President- April Stock- Coordinates meetings and is the chief communications person throughout the season.

Treasurer-Vacancy - Handles all financial aspects of the team.

Fundraising/ Public Relations- Jamie Armstrong- Our liaison with the community and coordinates fundraising for the team.

Member at Large- Tara Holt- coordinates volunteers for meets, duties as assigned.

Member at Large - Vacancy - duties as assigned

Parent Participation and Team Commitment

While the Swim Team is basically a program for our children, parent support is ***VITAL*** to the success of the season. Adults are needed to help at the meets in many different capacities. Except for coaching, ***all other work is done by parent volunteers.*** There are **more than 300 different jobs** that must

be filled in order to coordinate our swim meets, fundraisers, and awards party for one summer season. With approximately 45 families involved, every family must help a lot! We try to even out the work as much as possible.

Plan to volunteer at any of the meets that your swimmer may participate in. We use the jobs feature in TeamUnify/OnDeck for our volunteers. If there are any special circumstances that prevent your family from fulfilling their obligations, please contact the Volunteer Coordinator.

Each week there is a meet you will be asked to volunteer for a position to make sure the meet runs smoothly!

Parent Officials

Some meet volunteer jobs require training or experience. These jobs include: Starter/Announcer and Stroke/Turn Judges. Becoming an official is a great way to learn more about the sport of swimming. Training is provided free of charge by our team and the SEK League. See a board member for more information.

Please remember that all deck officials are volunteers and are doing their best to ensure a fair competition for every swimmer. If you question any decision made by a meet official, please **do not** approach that official directly, but rather address the Head Coach with your written question or concern.

Parent Volunteer Job Descriptions

The following are brief descriptions of the jobs parents are requested to work at our swim meets. Parent support is vital to a successful swim season. Please read these descriptions

carefully so that you will know what is expected of you. If you have any questions, please feel free to ask any of our Board members.

Meet Set Up crew is needed two hours before the starting time at all home meets. Duties include preparing the deck for the meet. Some heavy lifting is required.

Ready bench Swimmers report to the ready bench area before their races. The ready bench volunteer will check in swimmers as they report for their event and sees that they report to their lanes in an orderly and timely fashion. *Ready bench volunteer should report to the Volunteer Coordinator at least 15 minutes prior to the start of the meet.* The majority of this job is performed standing.

Timers are provided a stopwatch and training prior to the start of the meet. One timer needed for each lane and will time the races then write times down for each swimmer. Timers should expect to get wet while working the meet and to stand for a long period of time. *All Timers should report to the Volunteer Coordinator at least 30 minutes prior to the start of the meet.*

Back-Up Timer is provided a stopwatch and times all races but is not assigned to a lane. In the event a timer needs help, they will call for the back-up timer and they will step into that timer's lane for that race. *Back-up timer should report to the Volunteer Coordinator at least 30 minutes prior to the start of the meet.*

Announcer/Starter (experience required) works closely with the Ready Bench Volunteer to keep the meet running smoothly

by announcing all events for the meet, as well as all event check-ins to the ready bench. The announcer also may announce scores, records and other announcements as needed. The Starter calls the swimmers to their starting positions, starts the race and indicates in conjunction with the Stroke Judges, if any false starts have occurred. *The Announcer/Starter should report to the Volunteer Coordinator at least 30 minutes prior to the start of the meet.*

Runners collect the time sheets from the timers, place cards from Place Judges and any DQ slips from Stroke Judges and turn them into the computer operator. Two needed. Work half the meet. *Runners should report to the Volunteer Coordinator at least 15 minutes prior to the start of the meet.*

Place Judges work in pairs to write down the order swimmers finish races. Seated pool-side. Two judges required the whole meet. *Place Judges should report to the Volunteers Coordinator at least 15 minutes prior to the start of the meet.*

Ribbon Writers work at the Awards Table to write the swimmer's name, time, meet date and other appropriate information onto the appropriate finish ribbon, based on the results provided by the Scorer's Table. Volunteers in this position are usually sitting down at a table relatively near the pool. *Ribbon Writers should report to the Volunteer Coordinator at least 15 minutes prior to the start of the meet.*

Concessions volunteers work to help set up and prepare snacks and drinks for the meet, collect money for purchases, and help

clean up the concessions area at the end of the meet. Heat sheets and team gear/goggles/swim caps will also be sold at the concessions area. 1st half workers help to set-up the Concession area, 2nd half workers are responsible for cleaning up Concession area and packing up leftover food and supplies. *Concessions volunteer should report to the Volunteer Coordinator at least 30 minutes prior to the start of the meet.*

Sitters work in teams of two to help with the 6 & under, 7/8 and 9/10 swimmers. Sitters keep their age group together in the team area on the pool deck, and ensuring they get to the ready bench at the right time with their race cards. *Sitters should report to the Volunteer Coordinator at least 30 minutes prior to the start of the meet.*

Race card distributor hands out race cards to sitters and swimmers prior to the races. Works half of the meet. *Race card distributors should report to the Volunteer Coordinator at least 15 minutes prior to the start of the meet.*

Meet Clean Up crew helps put away all swim meet equipment and general clean-up of pool deck. The more people who help, the quicker it goes! *Meet Clean-Up volunteers should report to the Volunteer Coordinator at the end of the meet.*

Stroke/Turn Judges determine whether the swimmers perform their strokes and turns in accordance with the prescribed rules of SEK League. This position requires training. *Stroke and Turn Judges should report to the Volunteer Coordinator at least 30 minutes prior to the start of the meet.*

AWARDS

Meet Ribbons

Ribbons are given to swimmers in for the first three places with duplicates for ties. Ribbons will be handed out on Thursdays between the first and second practices. Ribbons for swimmers not present for the ribbon presentation will be placed in the swimmer's family folder.

Best Time Ribbons

The goal of all swimmers in every event should be to swim faster, regardless of what place they may finish. That is why the team recognizes every top time that a swimmer achieves in a meet with a Best Time ribbon. These are presented with the other ribbons from the meet.

Swimmers of the Week

One boy and girl from 4 different groups (10 & under male and female, and 11 & over male and female) will be selected as "**Swimmer of the Week**" based on attendance, spirit, and in-the-pool achievement, and will receive a prize. The announcement will be made between practices on Friday!

End-of-Season Awards

Age Group High Point Awards- Presented to the boy and girl in each age group who earn the most points throughout the season.

Overall High Point - Awarded to a boy and girl who score the most points over the entire season .

Most Improved Boy and Most Improved Girl- The team will present an award to a boy and a girl in each age group who have exhibited overall improvement, a positive attitude, and consistent attendance.

100% Hurricane Award - presented to a boy and girl in each age group who consistently model the attitude of a Hurricane! They work very, very hard, they give their very best all season, and have a great attitude!

Heart of the Hurricane Award- Awarded to one boy and one girl from across all age groups who display the true heart of a champion. They model everything it means to be a good teammate, a good swimmer, and a role model to their peers.

The Volunteer Award- This award recognizes parent volunteers who have demonstrated tremendous team support throughout the season.

Special Awards- In addition, other awards will be presented, based on voting by the coaches.

- Volunteer to help our team have a successful season.

SWIMMER AND PARENT RESPONSIBILITIES

- Come to practice ready to work hard and have fun.
- Be respectful of all swimmers, coaches, and officials from our team and all other teams.
- Get plenty of rest before a meet.
- Be prompt for warm-up, usually 1/2 - 1 hour before the meet.
- Know your events and report to the ready bench when called.
- Stay in the team area, cheer, and be supportive of your teammates.
- Eat healthy snacks (like fruit) and drink water or a Gatorade-like drink. No junk food.
- When the meet is over, all swimmers are responsible for the clean-up of the team area. Parents, please encourage your child to complete his/her responsibility of cleaning up before leaving the team area and please help with the set-up and removal of tents and chairs.
- Communicate with the coaches; inform them as to illness and necessary absences. This will help them when preparing line-ups for weekly meets.
- You are responsible for all information from the registration sheet, weekly emails, and handouts. Please check your family folder often.

ANSWERS TO FREQUENTLY ASKED QUESTIONS

What do swimmers wear to practices and meets? Female swimmers may wear any one-piece athletic type suit. Male swimmers wear swim shorts or jammers. Swimmers also should wear goggles and a cap.

Please be sure to dress for the weather. It can get chilly during practices in early June and evening meets throughout the summer, especially when you're wet. Have your swimmer bring an extra towel, as well as a sweatshirt and sweat or flannel pants.

What should swimmers bring to a meet? Bring at least one extra towel and an extra pair of goggles. Bring a water bottle, sunscreen, and healthy snacks. Most teams run a concession stand during the meet, so you may want to bring money, too. Finally, bring some quiet activities to keep yourself busy while you wait for your events - like a book, coloring stuff, cards, travel size games, etc. Leave your valuable equipment, like electronics, at home.

What do swimmers do during a meet? Go for their personal best times and show that Hurricane spirit lives! It is important for all swimmers to remain in the team area at all times, except for bathroom breaks. The coaches/sitters need to be able to easily find swimmers to line up for their events. Also, swimmers are to rest between events. There is to be no running or horsing around, no basketball, etc. during the meet. Save your energy for your races. Parents and other spectators are to remain in the seating area of the pool during meets.

Are there practices when it is cold or raining? Practice is held as scheduled unless there is a storm with thunder and lightning or heavy rain. Check the Facebook page and look for text alerts about practice changes. Occasionally, in the event of cold or rainy weather, the team will meet at Buck Run Community Center for dry land training.

When is the best time to talk to the coach? Coaches are available for questions after practices, not during a practice session or during a meet (grievances are the exception). Leave a note with your name and phone number in the coach folder and he/she will return your call or set up a time to meet. Also, many questions can be answered by a board member.