

**Walton High School Raiders
Swim & Dive Parent /Athlete Team Handbook**

One Team, One Goal, Student-Athlete Success



2019-2020 Season

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I. **WELCOME**

Welcome to the **Walton High School Swim & Dive Team**. For those of you returning, it will be great seeing you again. For those of you who are new to the swim and dive program, we look forward to getting to know you throughout the season. Having your athlete involved on this team, is an opportunity for them to improve their athleticism in the pool or on the dive board at a highly competitive level, to represent Walton, to meet new people, and to have fun. We are looking forward to this season with high expectations that our athletes will once again excel both in and out of the pool. Welcome!

PURPOSE

The purpose of this handbook is intended to give you a comprehensive reference with essential information you need to help you throughout the **Walton Swim & Dive season**. We will provide you with updated information, primarily via our Walton S&D website, text messages and direct emails, as it becomes available.

Please note that this handbook contains information specific to the Walton Swim & Dive Team. The information contained in this handbook should NOT be considered as a replacement or substitution for information found in the Cobb County or Walton's Student/Parent Athletic Handbooks, but rather as a counterpart.

BOOSTER CLUB

MISSION STATEMENT

It is this Booster Club's mission to support the swim and dive athletes and coaching staff through financial support, by promoting and increasing team visibility, by increasing community and parent interest and involvement with the team, by recognizing the endeavors and achievements of the team as a whole, as well as, individual athletes, and to help provide services and activities to help the team run efficiently and successfully while promoting school spirit.

Ways in which the booster club has and will continue to support the team and it's membership, shall include, but is not limited to:

- Providing financial support by seeking out local community sponsorships, hosting fundraising events, and through the collection of team dues.
- Supporting the coaches by providing equipment, training, and volunteer man-hours needed to get daily/weekly/monthly tasks accomplished, supplementing stipends, etc.
- Promoting and increasing team visibility by actively seeking sponsorships from community businesses, by hosting community supported fundraisers (i.e. car wash, local restaurant spirit nights, distribution of the S&D Loyalty Card, etc.), placing updates on Walton's social media sites, on Walton's S&D social media sites, morning announcements, submitting articles of interest in local event magazines/publications and their social media outlets, placing banners at meets and on Walton property grounds, etc.
- Increasing community and parent interest through informative email blasts, keeping the Walton S&D Website updated and current, hosting and maintaining current information on Walton's S&D Facebook and Twitter accounts, requiring parents to experience the meets by volunteering at different meets throughout the season, encouraging parents to volunteer for other fun booster club sponsored events, etc.

- Increasing the visibility of the Walton Swim & Dive Team and the accomplishments of the student-athlete by providing an end of year update to our sponsors, placing updates on Walton's social media, placing updates on Walton's S&D social media, providing information and updates on the morning announcements, submitting articles of interest in local event magazines and their social media outlets, updating the Walton S&D website with team and individual accomplishments, pictures, school, county, and state records, hosting an awards banquet, etc.
- Honoring our proud traditions by continuing to host them (Pot Luck Dinner, Senior Night, Winterfest Luncheon, State Team Dinner, Car Wash Fundraiser, Junior parents "Pay It Forward" by help at the Senior Night Meet, etc.)
- Serving as positive role models for all Walton Swim & Dive athletes and the Walton community.
- Keeping open and honest communication with coaches, teachers, the Principal and the Athletic Director via emails and meetings on a regular basis throughout the swim and dive season.
- Making sure the lines of communication are open between Booster Club Members and the Booster Club Board by providing board contact information found in the athlete information package (given at the beginning of the season), on the swim & dive website, as well as, providing updated information on a regular basis throughout the swim and dive season via emails.

TYPE OF ORGANIZATION

The Walton Swim & Dive Booster Club is a 501c3 nonprofit organization created with the sole purpose of making the swim and dive program operate successfully and efficiently. The Cobb County school system provides only a small part of the operational funds needed to make the program a success. We rely on registration fees, fundraising and volunteer support to create a great program for our athletes and coaches.

[Walton Swim & Dive By-Laws](#), are available for your review on our website under the Booster Club tab. You must be logged in to access the By-Laws.

BOARD MEETINGS

Will be posted on the Walton Swim & Dive website, are open to any booster club member and are generally held once a month. Minutes from the meetings will be published on our website once they have been approved by the S&D Booster Club Board.

RAISING MONEY

The Booster Club raises money through membership dues, fundraising events, and through community and individual sponsorships. The Sponsorship and Fundraising Committee were specifically created with the sole purpose to help raise money and generate community awareness about the Walton Swim & Dive Team.

100 % of all monies received by the Booster Club goes directly to the Walton Swim & Dive program to help offset the continuing rising costs of CAC's, MVAC's and MBCA's pool rentals for practices and meets, heat sheet printing, costs associated with two meets hosted by Walton, to pay officials, purchase equipment, pay for coaching staff, meet participation fees and many other activities that affect your athletes.

SPONSORSHIP AND FUNDRAISING

For details on how you can support the team, please go to our website, Waltonswimdive.org.

PARENT VOLUNTEERS

The success of the Walton Swim & Dive program is 100% dependent on the strong involvement of our parent volunteers. The leadership, quality of time, talent, skills, and generosity of our parent

volunteers, help ensure that our athletes have all the support that is central to making this program run smoothly and efficiently.

There is a **\$100 refundable family volunteer deposit check required at our mandatory Pot Luck Dinner**. This is a separate check from your registration check. Please note that as a member of the Swim & Dive Booster Club, families are needed to help in many areas and are **required to participate in a minimum of 3 meet volunteer positions or 1 committee chair position each season**. Your family volunteer deposit check will be returned to you once the completion of your required family volunteer obligation has been met. All checks will be returned at the end of season Awards Banquet. **Board members and Chairs are exempt from providing a Volunteer Deposit Check.**

THERE ARE 2 MAIN WAYS IN WHICH YOU CAN VOLUNTEER

- 1. Sign up for home and away meets** (these positions are for one shift, require no experience or preplanning, and are very easy to do),
- 2. Sign up for committee chaired positions** (these positions require more time, preplanning and are great for those individuals who like small projects...these too, require little to no experience. We will provide you with what you need and help you along the way. If you are a chair person, you will not need to provide a \$100 volunteer refundable check required of members at the beginning of the season).

HOW DOES A PARENT SIGNUP TO VOLUNTEER?

| For Job Descriptions | To Signup For A Job |
|---|---|
| Go to waltonswimanddive.com | Go to waltonswimanddive.com |
| Place cursor over "Booster Club" tab...top middle of page | Go to the home page, click on "Volunteer Signups" middle right side of page |
| Click on any of the volunteer sub tabs for additional information on volunteering | Scroll down to the event/meet you are interested in, click on the event |
| For additional information contact Tracey Pitts at tklpitts@gmail.com. | Click on "Job Signup" at the top right side of page |
| | Click on you the job(s) you want to volunteer for |
| | Click on "Signup" left side of page |

COACH CONTACT INFORMATION

| WALTON SWIM & DIVE COACHES: | NAME | EMAIL | PHONE |
|--|------------------|--|--------------|
| Head Coach | Ty Vernon | Ty.vernon@cobbk12.org | 678-520-9935 |
| Assistant Coach | Heather Guiendon | Heather.guiendon@cobbk12.org | 770-827-3610 |
| Assistant Coach | Kira DeBruyen | Kirad14@gmail.com | 404-936-5927 |

BOOSTER CLUB BOARD CONTACT INFORMATION

| WALTON BOOSTER CLUB BOARD: | NAME | EMAIL | PHONE |
|-----------------------------------|-----------------|--|--------------|
| President | Andy Decker | andy.decker@roberthalf.com | 404-931-3157 |
| Co-Vice President | Melissa Cole | mdousecole@gmail.com | 404-668-0148 |
| Co-Vice President | Tracey Pitts | tklpitts@gmail.com | 678-522-6174 |
| Treasurer | Angie Hoffman | ahoffman@stoutkaiser.com | 404-822-9875 |
| Secretary | Mollie Cushing | dmcush@bellsouth.com | 678-665-5840 |
| Past President | Monica Williams | Lmlmonica.w@gmail.com | 770-330-2064 |

2020-2021 Booster Club Board In-Coming Board Members:

- Krista Guichard
- Kim Wimberley
- Katherine Isakson

Walton Swim & Dive Team Booster Website: <https://waltonswimanddive.com>

Walton Swim & Dive Team Facebook: <https://facebook.com/waltonswimdive>

Walton Swim & Dive Team Twitter: <https://twitter.com/@WaltonSwimDive>

COMMUNICATION

Each season, our goal is to give you as much information as possible via our website, www.waltonswimanddive.com. **Please check the website and your email daily throughout the season, especially right before a meet, for any last minute changes.** Athletes will also receive text messages for any last minute changes. **We want parents and athletes to know what is going on!**

It is imperative to VERIFY each person's email and cell number in order for you to receive important information.

II. DUES, COSTS and TEAM EQUIPMENT

Team dues help cover team t-shirts, team swim caps, all team supplies, pool rental fees for practice, official fees, meet entry fees, replacement of equipment as needed, snacks for meets, awards, breakfast meetings, kick-off dinner, end-of-season banquet costs and other items to help support the team, with board approval. **Please pay team dues and deposits with separate checks the night of the Pot Luck Dinner.** If needed, please talk to our head coach, Ty Vernon, if you are interested in being on the team and are in need of financial assistance. We don't want you to miss out on competing in the pool and having a great time.

TEAM DUES

| Type of Athlete | Amount |
|--|---------------|
| Non year round swimmer/diver | \$305 |
| Year round USA swimmer/diver | \$275 |
| Refundable Family Volunteer Deposit (This will be returned at the End of the Season Awards Banquet if, your family met the required volunteer obligation. Board members and Chairs are exempt from providing a Volunteer Deposit Check) | \$100 |
| Equipment Bag: For swimmers without their own equipment. Includes Fins, Hand paddles, kick board, and pull/leg buoy. | \$95 |

Please make ALL checks payable to: **WALTON SWIM & DIVE BOOSTER CLUB, INC.**

ADDITIONAL COSTS

| Required costs in addition to the Team Dues: | Optional items for purchase: |
|--|---|
| Team swimsuit (Required for new athletes) <ul style="list-style-type: none"> Boys can either purchase a jammer or a brief swimsuit (prices roughly cost between \$35.00 and \$50.00) Girls can purchase swimsuits with different back/strap options (prices roughly cost \$55.00 and \$70.00) | Spirit wear: 2 Categories <ol style="list-style-type: none"> Seasonal Spirit Wear: This can be purchased at the Pot Luck Kick Off Dinner in October...this will be the ONLY opportunity to purchase this season's spirit wear (i.e. team shirt, hoodie or fleece jacket). This spirit wear design changes every season. Team Store Staples: This is custom team wear and gear that you can order through our team store at http://www.swimoutlet.com/waltonswimdive. This is available for purchase any time of the year, all year long. These items will not change from season to season. |
| Goggles (swimmers only...these range from \$17 and up) | Extra team swim caps (\$14) |
| Fins (swimmers only...these range from \$23 and up) | Car magnets (\$6) |
| Black Practice Suit (used only for practices, girls must use a one piece suit...these range from \$25 and up) | Lanyards (\$5) |
| Towels (use towels from home or order team towel) | Team Photo (\$10) |
| Coaches Highly Recommend Warm-Ups (used for travel to and from meets...these range from \$90 - \$100) | Yard Signs (\$10) |

The booster club will place **Seasonal Spirit Wear orders, from the Pot Luck Dinner**, with our vendor, and then distribute the spirit wear to the athletes once we receive the spirit wear. There is about a two-week turn around time on spirit wear. **Once the order has been placed, the order is then final!**

TEAM SWIMSUITS

We will be using SwimOutlet.com. We have a team store where you can purchase team suits, team warm ups and custom team gear. You may also purchase goggles, fins, technical suits, etc. through our team store. SwimOutlet.com will also price match items that are **NOT Walton custom items**. Click on this link, SwimOutlet.com, to be sure that you are within our team store. The booster club will receive a small percentage on most items purchased through this link.

ALL team members are required to have a team suit! You DO NOT need to purchase one every year. You can use the one you used the year before:)

Athletes with State Cuts: If you need/want a team suit, we STRONGLY encourage you to order your team swimsuit ASAP so it will arrive in time for the first meet.

Athletes who need to try-out: Once the team roster is posted on October, 16th and you are confirmed on the team, **place your order that same day!!!**

Female suits have **3** different styles. Male suits have **2** different styles. Athletes can choose any option. All suits are **black** and come with a heat press team diamond logo.

Sizing: To make sure you are getting the correct size click on [Sizing Chart](#). Jammers are sized by measuring just above the hips and rounding up to the nearest even inch.

Once the order has been placed, the order is then final! You cannot return custom order items, so be sure you have ordered the correct size!!!

TEAM EQUIPMENT


| Required equipment (NOT provided by the booster club) | Required equipment (Can be purchased at the Potluck for \$95) |
|--|--|
| Team swimsuit (Required for new athletes, used for meets only) | Swim bag |
| Black Practice Suit (used only for practices) | Kickboard |
| Goggles (swimmers only, it is always a good idea to have 2 pairs...one as a backup in case the first pair break) | Hand paddles and Fins (you will be sized at the potluck) |
| Towels | Pull/leg buoy |
| WATER for hydration throughout practices and meets | Team swim cap (swimmers only. Athlete can keep the cap) |

III. TEAM INFORMATION

EDUCATION FIRST: GRADES

The Walton Swim & Dive Team has a long and impressive history of having its athletes excel in the classroom, as well as, in the pool. We want to carry on this tradition, and therefore, have set academic minimum standards that are required to be met by all athletes in order for them to participate in practices and meets.

In order to remain eligible for competition, athletes must be passing all of their academic classes at the end of every grading period. If an athlete is failing ONE academic class on a progress report, the athlete will be placed on academic probation.

If an athlete is failing TWO academic classes on a progress report, the athlete will be suspended from competition until the athlete is passing all of their academic classes. 

GHSA's policy states that if you are not passing at least four of five academic classes at the end of a grading period, the athlete is ineligible to compete in any sport the following semester.

ONCE ON THE TEAM

Swim and dive is a high school varsity sport. The goal is for Walton's Swim and Dive Team is to win every event and every meet that we enter. Not everyone will swim or dive every meet and some athletes may only swim 1 event at a meet. The coaches will place swimmers and divers in events that give the team the BEST chance of winning. The coaches do their best to take into consideration and placing those athletes in their desired events when ever possible.

CONDUCT

We are setting the expectations for student-athlete behavior for in and out of the classroom, on and off

Walton's school grounds, and of course, in and out of the pool. Student-athletes are expected to abide by the CCSD Code of Conduct found at <http://www.cobbk12.org>, those rules set out in the Walton High School Student Handbook, as well as, what is set out in this handbook.

Walton Swim & Dive student-athletes are expected to conduct themselves by a high standard of behavior, character and values. Students-athletes, by virtue, are role models and leaders in our school and in our community, during the season and off-season. Their behavior reflects on the entire team. Therefore, this means all student-athletes must behave in an appropriate manner at all times.

All student-athletes are expected to try their best, play to win, be modest in victory and be gracious in defeat. Remember, that as leaders and role models, you have only one chance to make a good impression.

CRITERIA FOR EARNING A LETTER

The following requirements must be met in order to receive a varsity letter for swim and dive. Additionally, managers can receive a letter for attending all meets and/or helping out coaches with various tasks to be determined. Ultimately, the coaches have the final say in whether or not an athlete or manager receives a letter.

Performance: An athlete must score 25 points for the team at any meet during the season. This usually consists of scoring in the top 2 or 3 on the team in an event, but can also be scoring in the top 10 or 20 of an event depending on the type of meet.

or

An athlete that achieves a county cut will receive a Varsity letter. (Note: This does not guarantee that you will compete at County Championships)

Attendance: An athlete must not miss more than 1 meet and/or 6 practices throughout the season. The exception to this rule is missing a meet due to a mandatory year round team meet. Please plan college visits, appointments, and vacations/holidays with this in mind.

Consecutive Membership: If you have participated on the team for 3 years, you will earn a varsity letter at completion of your 3rd year.

Coaches' discretion: The coaches have the final say in whether or not an athlete receives a letter.

Varsity letter: A Varsity letter is awarded to an athlete/manager who has met the established criteria of a particular sport for the first time. Only one actual letter is awarded to an athlete/manager during his/her high school career. Subsequent Varsity awards are represented by sport/manager pins or large bars.

Varsity sport pins: A Varsity sport pin (swimmer/diver) is awarded to an athlete who has met the established criteria of a particular sport for the first time.

Varsity large bar: A Varsity large bar is awarded to an athlete/manager who has met the established criteria of a particular sport more than once (the first time you get a pin).

Captain pin: A captain pin is awarded to an athlete who has served as the team captain throughout the season who has met the established criteria set out for a captain.

Manager pin: A manager pin is awarded to an individual who has served as the team manager throughout the season who has met the established criteria set out for a manager.

Letters, pins, bars and certificates will be handed out at the end of the season at the Annual Awards Banquet Ceremony. Letter jackets may be purchased directly from the vendor at designated times

throughout the school year as announced in the morning announcements and PTSA e-blasts. Students and parents should watch for these announcements for dates of these fittings. Please note that Letter Jackets are NOT arranged or provided by the Booster Club.

CAPTAIN'S JOB DESCRIPTIONS

Being a team captain is an honor. You are expected to set good examples of work ethics, team building, and help with making this experience fun for you and others on the team. Your responsibilities are set below but not limited to this. The coaches will

Expectations:

- Be a leader and a positive role model
- Fulfill all responsibilities and duties assigned to you by the coaches
- Attend all mandatory meetings
- Send text message reminders to your group of athletes regarding meets, fundraisers, events, etc.
- Help design team t-shirt and help distribute shirts when they come in
- Volunteer for team fundraisers to help raise money for our team
- Delegate work i.e. get other to help out with cleaning up, make posters, etc.

Team Spirit:

- Cheering on ALL athletes and encourage others on the team
- Set an example by demonstrating pride in team performance and as an individual as a member of this team ^{SEP}
- Display team spirit by supporting team events/activities – fundraisers, holiday party, etc.

At Meets:

- Lead team stretches and warm ups
- Lead team cheer
- Help keep our area clean...pick up any trash
- Cleanup after other teams if needed

Practices:

- Set a good example by following the workouts with a positive attitude
- Attend all practices, meets and team events, unless you notify the coaches of your absences
- Talk about upcoming meets, fundraisers, team events with other athletes...get them interested in the event
- Get to know team athletes of ALL grades
- Help coaches with what ever they need help with
- Help keep pool area clean

Individual leadership responsibilities as determined by coach and captains may include:

- T-Shirt design Lead
- Parade Float Lead
- Big & Little Brother/Sister coordinator
- Social Media Lead

PRACTICE POLICIES

All athletes are expected to:

- Attend and participate at all practices unless pre-arranged, via text or email with Coach Vernon.
- Arrive 10 minutes early to practice so that they are ready to get into the pool immediately when

practice starts (we pay for pool time and are limited on how much time we get).

Non year round practices:

- Miss NO more then 6 practices in a season or the athlete is subject to not receiving a varsity letter.
- Failing to meet this requirement places an athlete at risk of not receiving a varsity letter.

Year round practices:

- Attend 80% of their scheduled year round practices with their USA Team, if they are a year round athlete. Coaches will check with the year round coaches to determine if year round athletes are meeting the 80% practice attendance requirement.
- Failing to meet this requirement places an athlete at risk of not receiving a varsity letter.

For both year round and non year round practices:

- Coaches will have the final decision as to whether absences are excused or not excused.
- Examples of excused absences: are the same excused absences that Walton HS will accept for students that are absent from school...illness, doctor's appointment, etc...please refer to your Walton High School agenda.
- Examples of NOT excused absences: club meetings, rehearsal for plays, school pageants, tired, etc.
- Check our website and watch for emails for updates when there is inclement weather. There will be no practice if school is cancelled due to weather.

PRACTICE SCHEDULE

| Athlete | Day | Time | Location |
|----------------|------------|-------------------|--------------------------|
| Swimmers | Monday | 8:00 pm – 9:30 pm | Mt Bethel North Campus |
| Swimmers | Tuesday | 8:00 pm – 9:30 pm | Mt Bethel North Campus |
| Swimmers | Thursday | 4:00 pm – 5:15 pm | MVAC (Lanes TBD) |
| Swimmers | Friday | 4:00 pm – 5:30 pm | MVAC (Lanes TBD) |
| Divers | Monday | 8:00 pm – 9:00 pm | CAC |
| Divers | Wednesday | 8:00 pm – 9:00 pm | CAC |

HOLIDAY PRACTICE SCHEDULE

The team will practice over the Thanksgiving Holidays and the Winter Break. Athletes are expected to make every effort to attend practice. A holiday practice schedule will be posted on the Walton S&D website closer to the holiday. An email will also be sent out notifying everyone of the holiday schedule.

PRACTICE EQUIPMENT IS LISTED ON PAGE 8 IN THE TEAM EQUIPMENT SECTION

MEET POLICIES

1. We are, the Walton High School Swim & Dive Team. Please only wear team suits, caps, spirit wear that reflect our team at our meets. Please not use other year-round team gear at our Walton meets and or events.
2. All athletes are expected to attend all meets. Coach Ty must clear all absences before a meet.
3. All athletes must check in with the coach once they have arrived at the meet.
4. All athletes are expected to stay for the entire meet. If you need to early, you must check with a coach before you leave.
5. It is crucial and mandatory that all athletes warm up properly before each meet.
6. No jewelry is allowed during a meet.
7. It is NEVER permissible to swap or change events or relays with other swimmers.
 - a. The coaches spend a lot of time and energy, making sure the team has the best possible line up for that particular meet.
8. All athletes will be placed in events based on how the coaches see best. Athlete input will also be taken into consideration, but it is ultimately the coach's decision.
9. Missing an event or choosing not to participate in an event, will lead to disciplinary action from the coach.
10. Prior to arriving at the meet, all athletes are responsible for knowing what events, heats, lanes, and or dive formats they will be performing in for the meet.
11. All athletes are expected to be behind their block or dive board 5-7 minutes prior to their event.
12. All athletes should expect to perform in all events. This does not mean that an athlete will participate in all events. But if a coach puts you in an event, you are expected to perform in it.
13. All athletes must check in with a coach after the completion of their event, including relays. This is an opportunity for the coaches to provide instant feedback on your performance.
14. While participating in a relay, it is required that you remain with you relay team to help support and cheer them on until it is completed.

TRANSPORTATION TO PRACTICES AND MEETS

- Parents, you are responsible for getting your athletes to and from practices and you must be on time to pick up your athlete when practice is done (practices are late, it is dark, it is cold and no one wants to wait around after a long hard practice).
 - Possible options for transportation to and from practices may include: carpooling with other parents, arranging rides with upperclassmen, or driving the athletes yourself to practice.
 - Walton HS and Coaches are not liable should an accident or some other occurrence takes place while commuting to or from Walton Swim & Dive practices to any of the pools at which practices are held at. Refer to the GHSA's Student/Parent Athlete Handbook for more specifics.
- Transportation to and from meets is the responsibility of the athlete and their family. You will be given advance notice of those meets where bus transportation will be provided. You may also refer to the general information posted within each meet event that is posted on our website for transportation information.

MANDATORY WEDNESDAY MORNING MEETINGS

In order to improve communication, provide specific information concerning the upcoming meets, and to help develop and foster strong team spirit, ALL swimmers, divers (including year-round athletes) and managers are required to attend all Wednesday morning meetings held at 7:45 am in Coach Vernon's room 111. Team captains will take attendance. The schedule of AM meetings will be posted on the website. **NOTE: These dates are subject to change!** Athletes are provided with a light breakfast and refreshments during the meetings.

TEAM PHOTOS

The team photo is taken on a WEB soon after the team has been announced...typically the 1st or 2nd web after the Pot Luck Dinner. Look on our website for date, time and location.

A team t-shirt will be distributed to you just prior to the team picture. **BE SURE YOU ARE ON TIME!!!**

Throughout the season, there will be action photos from different meets which will also be available for purchase on our website or directly through our team photographer, Peter Yund at EastCobbPhotos.com.

IV. ADDITIONAL INFORMATION

On the Walton Swim & Dive [website](#), you will also find the following information very useful:

- Booster Club Chair Contact Information
- Follow Team Twitter and Facebook
- Pool and addresses and locations
- Positive Athlete Program
- Sport Specific:
 - Swimming
 - Order Of Events And Scoring
 - Meet Qualifying Standards
 - Diving
 - Format And Scoring
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