



Lee Graham Dolphins 2025
Handbook

<http://www.lee-grahamswimteam.org/>

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Introduction

This handbook is meant to inform families of all the swim team has to offer and answer any questions you may have. It also outlines policies, procedure and expectations for swim team families and swimmers.

Welcome to the Dolphins. We're glad to have you on the team!

About the NVSL and the Lee Graham Swim Team

NVSL

The Northern Virginia Swimming League (NVSL) was founded in 1956 to sponsor competitive swimming and diving in and among the community swimming pools in that area of Northern Virginia contiguous to the District of Columbia, and to develop in the children participating in this program a love for the sport, advanced aquatic skills, teamwork, and the principles of good sportsmanship.

The league is made up of 102 teams in 17 divisions with 6 teams competing in each division.

Lee Graham Dolphins

The Lee Graham Swim Team is a competitive summer swim team, founded in 1956 as one of the original teams in the NVSL. Our season starts with practices right after the pool opens and runs through the end of July. We will be competing in Division 5 during the 2025 summer swim season.

The team is made up of five age groups: 8 and under, 9-10, 11-12, 13-14 and 15-18. We also have a developmental team we call the “mini-dolphins”.

For more information about our team, go to our team website at <https://www.gomotionapp.com/team/reclgst/page/home>. Another great resource is the NVSL website at www.mynvsl.com. This website provides information on swim meets, results, team standings, league leaders and records, and directions to other pools.

Organization and Lee Graham Swim Team Leadership

Role	Responsibility
Team Reps Erin Yeh Behtany Scully	The Team Rep is the person responsible to the governing body for the conduct of the swim program in its entirety. The Team Rep prepares the swim team budget (as appropriate), hires coaches, recruits parents of swimmers for jobs in support of the swim program, and represents the swim team to the NVSL.
B- Meet Reps Kat Swatt Melissa Downs	The purpose of this position(s) is to prepare for and manage the Monday evening developmental meets.
Mini Dolphin Reps Lindsey Conole Amy Layman	The purpose of this position is to oversee the swimmers accepted into this developmental program. The Mini Dolphin Reps will interview and select the coaches and volunteers that run this program.
Social Chair Alina Elred	The person heading this effort is responsible for the team's non-swimming activities including the planning for and conducting of activities.
Merchandise Chair Annalisa Aldana	The person heading this effort is responsible for spirit wear (suits, caps, shirts, and clothing for the team) and the payments and collections associated with them.
Head of Officials David Redding	This person is responsible for ensuring that you have an appropriate number of well-trained officials to run both A Meets and B Meets.
Data Manager Alice Mar Camille McCarthy (A Meets) Natalie Kent (B Meets)	This person is responsible for maintaining the HyTek system and the data associated with it, and producing the relevant databases and reports to support A Meets, B Meets, and Awards.
Webmaster Michelle Zamperetti	This person is responsible for managing all information posted on the Lee Graham website.

Coaching Staff

2025 Coaching Staff

Head Coach	Mike Cook
Assistant Coach	Helen Geddes
Junior Coaches	Madison Cervenak
	Megan Ice
	Hudson Mar
	Matthew Janicki
Head Mini-Dolphin Coach	Genevieve Wilson

Getting Started

Prior to attending practice all swimmers must be registered and dues must be paid.

Swim Team Eligibility

- The Swim Team is open to swimmers who are age 5 or older and under 19 years of age on June 1st.
- You must be a current member of the Lee Graham Pool. Inactive members are not eligible for the Swim Team.
- Swimmers 8 and under who were not on the 8 and under team the previous season must be evaluated for placement (lessons, mini dolphins or 8 and under) prior to joining the team.
- Swimmers aged 9 and over are allowed to register without an evaluation. However, as we are a swim team and not a lesson program, it is expected that all swimmers be able to swim 50m (2 laps) of freestyle and backstroke and able to participate in a 1 hour practice.

Mini-Dolphins

Then mini-dolphins is our developmental team for kids ages 8 and under who are not quite ready for the swim team.

Evaluations are held at the beginning of the season to determine if a child is ready to practice with the 8 & under group or Mini Dolphins, or if they need more lessons before moving up to Mini-Dolphins.

Mini-Dolphins may participate in Monday night "B" meets if they are comfortable starting from the deep end (diving well) of the competition pool. They may also be invited to swim in a Saturday meet if the coaches believe they are ready.

Swimmer Apparel and Equipment

Suits

Swimmers should wear a swimsuit that will be comfortable for racing. Tieback suits are not allowed at Saturday meets.

Our team suit this year will be the Nike Hydrastrong Pool Lanes Blue Green and is available for purchase at Sport Fair or through an on-line retailer of your choice. We try to get a suit with a 2 year license so we can have the same suit for 2 seasons. This is year 1 of the new suit.

There is no requirement to purchase or wear the team suit and suits with other team logos on swimsuits are allowed by the league.

You should also consider buying at least one practice suit for your swimmer. "Sport Fair" supplies the team suit and spirit wear (sweats, shorts, backpacks, etc.). They and other area swimsuit retailers frequently sell suits discontinued by manufacturers at a reduced price for practice suits.

Caps

The NVSL requires that if a swim cap is worn during a meet, it cannot be a cap that represents another team (club, high school, ect.). The swim cap should either be a Lee Graham Dolphin cap, or a generic, preferably solid colored, swim cap. Silicone caps (that usually last longer and are preferred by most girls with long hair) are also available for purchase from the Merchandise Coordinator.

Goggles

Goggles are used by most swimmers. Sport Fair and other local swim retailers will help your swimmer try on goggles to find a good fit if they do not already have a pair that works well for them. Once your child finds a pair that they like, you may want to buy a few extras. Goggles frequently break or suddenly start to leak and are easy to lose, especially for the younger swimmers.

Fins

The coaches would like all swimmers to have fins for practices. You can buy these at a swim store, online (Amazon or SwimOutlet) or at a sports store.

Remember to label everything!

Swim Team Expectations

For Parents

1. The Lee Graham Swim Team is not a swim lesson program. A swimmer must be able to reasonably swim the length of the pool to join the team. We'll help your swimmer become a better swimmer, but in fairness to the other 180+ swimmers on the team, we must insist that all swimmers be able to swim. While we do work on turns, starts and stroke technique, it is a short 8 week season and coaches can only accomplish so much. Your child will feel better about his/her being on the team if he/she is competitive with most of the other kids of the same age.
2. Please, stay off the pool deck during practice. This allows the coaches to coach and give their undivided attention to the swimmers. If you, as a parent, have ANY issue to discuss with any of the coaches, ask to speak with him or her privately, before or after practices. Do not interrupt scheduled practices. If you have a concern please first address this to one of the Team Reps.(See practice policy section)
3. Except for the coaches, the adults you will deal with during the season are volunteers. They are donating their time to offer opportunities to our children that otherwise would not be available. It is your responsibility to help them be successful in leading our team. Be positive, encourage them, and volunteer-volunteer-volunteer!
4. Honor your commitments. If you have volunteered in any capacity, we're planning on your arriving on time and being available unless you tell us otherwise. Please don't simply remove your name from the sign-up at the last minute without reaching out to let us know.
5. **Declare your swimmer's availability!** This means going into the event in Team Unify and marking whether your swimmer is, or is not, available to swim in a Saturday meet. For Monday night B meets this means selecting availability and the strokes they would like to swim by the Saturday night before the Monday meet. **Why is this important?** We are on a tight timeline between the Monday night meet, when we get our updated ladder, and when we must submit meet entries. Having to spend time following up with individual families so the coach can finalize the roster is time consuming. **Note:** for Saturday meets you can declare your availability at the start of the season for all Saturday meets.

For Swimmers

1. While summer swim is meant to be fun and social, it is still, at its core, a competitive swim team.

2. We ask that swimmers commit to attending at least 50% of practices and swim in at least 3 meets (A or B). To receive the end of year letter or pin, attend the progressive dinner (13 and over swimmers), spend the night at the lock-in and/or graduate as a senior these requirements must be met.
3. We ask that swimmers make every effort to be available for Saturday meets. With the exception of injuries or illness please do not cancel at the last minute.
4. We make exceptions to practice attendance for swimmers who also practice with their club team during the summer. If a swimmer swims with their club in the summer and/or will miss a significant number of practices, they should talk with the coaches to figure out an appropriate plan.
5. You will only progress if you show up for practice and put in the work. It is a short season and missing practice means you are missing important instruction.

Practice Schedule

Pre-Season Practice Schedule

Tuesday, May 27 thru FCPS closing on Wednesday, June 11

13 & over: 3:45 pm – 4:30 pm (Monday - Friday)

8 and unders: 4:30pm - 5:00 pm (Monday - Friday)

9-10 year olds: 5:00 pm - 5:45 pm (Monday - Friday)

11-12 year olds: 5:45 pm- 6:30 pm (Monday - Friday)

REGULAR SUMMER PRACTICE SCHEDULE:

Beginning Thursday, June 12 thru Thursday, July 17

Monday-Thursday

13 and overs 7:30 am - 8:30 am

9-12 year olds: 8:30 am - 9:30 am

8 and Unders: 9:30 am -10:30 am

Fun Fridays

All swimmers at the pool at 9:00 am for Fun Friday, unless otherwise noted. The last Fun Friday is on Friday, July 18 and is our Lollipop Meet for 8 and Under swimmers who did not swim in A Meets during the season.

Practice Policy

- Swimmers must arrive on time prepared with swim cap, goggles, fins and a can-do attitude to every practice. Water bottles (labeled!) are encouraged for all swimmers. Swimmers are expected to attend practice. Extended absences should be discussed with coaching staff.
- Club swimmers should discuss their summer practice schedules with coaching staff.
- Swimmers must swim with their assigned practice groups.
- **No parents should be on deck during practice.** The coaches will be glad to talk with you after the end of the last practice session of the day or by appointment at another time. Please do not talk with coaches or swimmers during practice. Coaches need to give their full attention to conducting a safe and beneficial workout.

Afternoon Practices

Tuesdays and Thursdays 5:45-6:30pm

We hold practices 2 days a week for swimmers who attend camp. This practice is only for swimmers in the 8 and under and 9-10 age groups who attend camp. This practice is not for mini-dolphins or swimmers who miss morning practice for other reasons. Swimmers need coach and team rep approval to attend this practice. As this is a swim team practice and not a lesson, it is expected that swimmers who attend this practice will be willing and available to swim in meets. There are a limited number of slots for these practices and swimmers need to be fully committed.

Swimming in Swim Meets

Time Trials

This is our first “meet” of the season and always held the Saturday before our first Dual Meet.

Time trials is an intrasquad meet for swimmers to “get a time.” This is a good way for a swimmer to establish a baseline time at the start of the season and strive to improve from there. Coaches select swimmers for Saturday A meets based on the times they receive at Time Trials and A & B meets. Anyone can swim in Time Trials, including Mini Dolphins. However, swimmers should be comfortable swimming the full length of the pool unassisted. For Time Trials 8& Under swimmers should only swim breast and fly with a coach’s approval. For Time Trials your swimmer can swim all 5 events: Free, back, breast, fly and IM.

Saturday "A" Meets

In 2025, Lee Graham will swim in Division 5 of the NVSL.

The teams in each division swim against the other teams, one at a time on five consecutive Saturdays, in a series of Dual Meets, so called because there are two teams competing. Based upon the results of these five meets, a division champion will be named.

Who swims in Saturday Meets?

The coaches select the swimmers for the dual meets (Saturdays) and relay carnival (Wednesday). As there are 6 lanes and one heat in each event, each team selects 3 swimmers per event. Swimmers are eligible to swim no more than two individual events in a meet, in addition to the relay.

We aim to send a copy of the entry list of swimmers by Thursday morning and the final meet sheet Friday morning. Be sure to check the line-up every week because the swimmers and the events they swim may change from week to week. Swim Team members are expected to swim in an A-meet when they are selected. Parents must communicate clearly with coaches and team reps about a Saturday meet entry and **declare their availability in Team Unify by Sunday at midnight**. If your child is on the roster and will be unavailable to swim, please email the A-Team Reps immediately.

Coaches or team reps need to know if your swimmer will be absent for a Saturday meet before Monday of that same week so they can enter another swimmer in the meet. We do not want empty lanes at Saturday meets! If you do not notify the team rep that your child is unable to swim, you are leaving the team with an empty lane at the meet on Saturday, and more importantly, you are withholding the opportunity for the next fastest swimmer to participate in an event/meet they may not normally get to experience. If your child cannot swim his/her event due to sudden illness, please contact one of the A-Meet Reps immediately.

About Saturday Meets

Meet Themes

The senior swimmers pick the meet themes at the beginning of the season and swimmers dress accordingly. The themes are communicated in the weekly email but are also noted under the event in Team Unify.

Meet Format

Saturday meets consist of 38 individual events and 12 relays. The events for each stroke and age group are shown below. Remember, each pool length is 25 meters. Ribbons are awarded for 1st- 6th place.

Saturday Meet Events and Distances

Northern Virginia Swimming League A-Meet Order of Events		
Boys	Event Name	Girls
1	8 & Under 25 Freestyle	2
3	9-10 50 Freestyle	4
5	11-12 50 Freestyle	6
7	13-14 50 Freestyle	8
9	15-18 50 Freestyle	10
11	8 & Under 25 Backstroke	12
13	9-10 50 Backstroke	14
15	11-12 50 Backstroke	16
17	13-14 50 Backstroke	18
19	15-18 50 Backstroke	20
21	8 & Under 25 Breaststroke	22
23	9-10 50 Breaststroke	24
25	11-12 50 Breaststroke	26
27	13-14 50 Breaststroke	28
29	15-18 50 Breaststroke	30
31	8 & Under 25 Butterfly	32
33	9-10 25 Butterfly	34
35	11-12 50 Butterfly	36
37	13-14 50 Butterfly	38
39	15-18 50 Butterfly	40
41	8 & Under 100 Freestyle Relay	42
43	9-10 100 Medley Relay	44
45	11-12 100 Medley Relay	46

47	13-14 100 Medley Relay	48
49	15-18 200 Medley Relay	50
51	18 & Under 200 Freestyle Mixed Age Relay	52

Saturday Dual Meet Scoring

The total number of points in a dual meet is 420.

Individual events in dual meets are scored:

- 5 points for 1st place
- 3 points for 2nd place
- 1 point for 3rd

In the event of a tie, the points for the places involved are equally split among the swimmers. For example, in a two-way tie for second place, each swimmer earns 1.5 points (split 3 points for second). No third place points would be awarded because the next swimmer is fourth.

Relays in dual meets are scored

- 5 points for 1st place
- 0 points for 2nd

Results of all NVSL meets are available at: <https://mynvsl.com/schedules>

Monday Developmental “B” Meets

Monday night meets are considered developmental as they are not scored or under NVSL governance. Monday meets are open to all swimmers who can swim across the pool unassisted. Newer swimmers should have coaches' approval before swimming breaststroke, fly or the IM. Swimmers may select up to 2 strokes to swim. Swimmers who placed 1st, 2nd, or 3rd at the previous Saturday A meet should **not** swim those strokes on Monday nights. Entries are due via Team Unify by midnight the Saturday before a B meet.

NVSL Divisional Relay Carnival and All-Star Relays

Division Relay Carnival is an NVSL event, and will be held on Wednesday, July 2nd at Springboard. The 6 teams in the division converge on one pool for an evening of relay races. Each gender and age group competes in a Freestyle and Medley Relay. The relay teams in each event with the eighteen fastest times the NVSL then race at the All-Star Relay Carnival the following Wednesday, July 9th at Lincolnia Park.

NVSL Individual Divisional Meet and Individual All-Star Meet

On the sixth Saturday, each division holds a Division Individual Championship meet, commonly referred to as "Divisionals." Each team can enter two swimmers in each event, and each swimmer can enter no more than two. If a team does not have two swimmers for an event, the other teams can bid in other swimmers to fill the empty lanes. Coaches talk with swimmers during practice the Monday and Tuesday before the meet to determine event selection. Unlike dual meets where coaches select events for swimmers as swimmers who have the fastest times in multiple events can select which events they want to swim in at divisionals.

The sole criterion for selection to Individual All-Stars is to have one of the eighteen fastest times swum during the 17 Divisional meets. In addition to the top 18 being named All Stars those who place 19 and 20 are considered alternates and may get the chance to swim if a swimmer scratches. Alternates are expected to show up at the All-Star meet and will get the chance to swim if there is a lane to fill via a false start or scratch.

Volunteering

The swim team is run by volunteers, and it takes a LOT of volunteers to keep the team running. We need at least 40 volunteers per meet.

Please see description of volunteer roles in the Volunteer Position Descriptions section.

Without volunteers, the summer swim season would not be possible. Our swim team has always operated seamlessly through the support of all our families. The continued success of the team means that every swim family must volunteer during the season. We have never made this a hard requirement as we do not want volunteer requirements to prohibit any child from being on the team. However, the expectation is that all families will volunteer in some capacity. For every hour, one family doesn't volunteer; someone else must pick up that slack.

It is expected that if you have signed up for a volunteer role you will show up at the scheduled time and will notify team reps if you need to back out at the last minute.

Saturday Meet Volunteers (Those with * Require Certification through the NVSL)

Saturday meet volunteers must come dressed in navy on the bottom and white on top. Volunteers on deck should not wear any apparel with the swim team logo.

Announcer

Assistant Announcer

Clerks of Course

Chief Timer

Timers

Referees*

Starter*

Stroke and Turn*

Relay Take-Off Judges

Data Coordinator

Marshalls

Table Workers

Monday Meet Volunteers

Announcer

Assistant Announcer

Clerks of Course

Chief Timer Timers

Chief Judge*

Referee*

Starter*

Stroke and Turn*

Data Coordinator

Marshalls

Table Workers

Social Activity Volunteers

Banner Making

Pasta Dinner

Potluck Dinner Helpers

Post Saturday Meet Lunch Coordinators

Hot Dog Lunch

Dolphin Bingo

Parent Socials

Photographers/Slide Show
Pancake Breakfast
Progressive Dinner
End of Season Banquet
Swim Team Records
Senior Recognition
National Anthem Singers/Performers

Swim Team Social Functions

Fun Fridays

We hold practice Monday through Thursday and leave Fridays for Fun. There is always a team meeting with the coaches where awards are handed out for the week.

Some of the Fun Fridays include:

Picture Day

This is when we will hand out the team t-shirt and have both individual portraits, if a family chooses this option, and a team photo taken by a professional photographer. Once the photo is taken, kids can swim with rafts in the pool.

Coin Toss and Greased Watermelon

12 and under swimmer's dive for coins in the trap pool while the 13 and over swimmers play a version of water polo that involves watermelon covered in Vaseline.

Tie-Dye Fun

Self explanatory- white items get dyed.

Pancake Breakfast

Senior swimmers, those in the 13-18 swim groups, cook pancakes for the swim team.

Lollipop Meet

This meet is specifically for our mini-dolphin and 8 and under swimmers who did not regularly swim in Saturday meets. Swimmers who are nervous can have a coach in the pool with them. All swimmers who participate receive a large lollipop.

Service Project

This is where we give back to the community with a service project.

Other Social Events

We are always open to adding more social events for kids and parents, but need volunteers to coordinate the efforts. Please reach out to the social coordinator if you have an idea for a social event you would like to help coordinate.

Pasta Dinner

We hold our traditional pasta dinner on Friday night before the first Saturday A meet. All swimmers and families, even if not swimming on Saturday, are invited to attend.

Friday Potlucks

We hold potlucks on Fridays before Saturday home meets.

Post A Meet Team Lunch

After each Saturday home meet and time trials we have a team sponsored lunch. All families are invited to attend.

Senior Recognition Meet

We celebrate our seniors at the last home meet of the season. In the break between the individual events and the relays seniors walk across the pool deck one last time as we hear about their swim team experience and plans for the future. We end the celebration with a blue and green toast.

Seniors are eligible to graduate if they have just finished their senior year of high school and have met the swim team requirements of having attended at least 50% of the practices and swam in at least 3 meets.

Progressive Dinner

There are three courses hosted at different houses: appetizers, salads, and main course. After dinner the kids come back to the pool for dessert and swimming. Each course lasts no more than an hour. It's something that so many of our swimmers forward to and count down the years until they are old enough to attend themselves. The event is open those swimming in the 13-14 and 15-18 age groups who meet eligibility requirements.

End of Season Awards Night

We cap off the season with Awards Night the evening of the day after Divisionals. We have dinner, a slide show, awards and fun in the pool. Eligible swimmers are also allowed to spend the night at the lock-in.

Swim Team Awards

LG Chemille Letter (and “gold” swimmer pins)

This award is earned by our swimmers who have attended at least 50% of our team practices and who have swum three or more meets (“A” or “B” meets). Year pins are given to those swimmers who have already earned their letters.

Gold Star pin is awarded to any Dolphin who has scored 50 individual points for the team during the season.

Silver Star pin is awarded to any Dolphin who has scored 30-49 individual points for the team during the season.

Bronze Star pin is awarded to any Dolphin who has scored 10-29 individual points for the team during the season.

Go 4 It pin recognizes the swimmers who have swum all 4 strokes for the team at least once in a meet during the season and did not score 10 or more points.

Rookie of the Year

This award is given to a first-year Dolphin who has exhibited a steady improvement throughout the season. This swimmer has made improvements not only in his/her swimming abilities, but also in his/her love for the sport and teammates. This swimmer has taken a journey from being a "rookie" to becoming a veteran Lee Graham Dolphin.

Drop in Time

This award is given to a boy and girl swimmer in 8&Under and 9-10 age groups who has the greatest percentage of overall time drop throughout the season.

Coaches Award

This award is given to one boy and one girl swimmer in each age group (8 & Under, 9-10, 11-12, 13-14, and 15-18). We looked at many different criteria when we considered each swimmer for this award. The first thing we looked at was the swimmer's work habits. We evaluated the swimmer's practice attendance, degree of effort put into the sets. The swimmer's attitude toward his/her teammates and coaches and sportsmanship shown at practice, at meets, and around the pool, which are all important factors in selecting the swimmer who receives this award.

We looked at how this swimmer was involved with the Dolphin family. This may have been something as simple as taking a teammate under his or her wing and giving a little extra guidance throughout the season. This swimmer does the job day in and day out and puts the TEAM before his or her own needs.

Dolphin of the Year

This award is given to the Dolphin who has demonstrated all the following traits:

Team Leadership

Hard worker

Sportsmanship

Team spirit

Willingness to Help

This individual has set the example for the entire team, traits that we hope all Lee Graham Dolphins strive to exhibit.

2025 Swim/Social Schedule

(subject to change, check the website and weekly emails for updates)

May			
5	Monday	Registration Opens	8:00 am
18	Saturday	Team Kick Off	5:00 pm
27	Tuesday	Afternoon Practices Start	3:45 pm
June			
3	Tuesday	Mini-Dolphin Practices Start	4:45pm
7	Saturday	Time Trials @ LG	8:30 am
9	Monday	B Meet SHBR @LG	6:00 pm
12	Thursday	Morning Practices Start	am
13	Friday	Fun Friday- Rafts	9:00 am
		Pasta Dinner LG Clubhouse	6:00 pm
14	Saturday	A Meet Virginia Hills @ LG Pizza Lunch after the meet	9:00 am
16	Monday	B Meet Intersquad Meet @ LG	6:00 pm
20	Friday	Fun Friday- Picture Day	8:00 am
21	Saturday	A Meet LG @ Springboard	9:00 am
23	Monday	B Meet Poplar Heights @LG	6:00 pm
27	Friday	Fun Friday- Grease Watermelon/Coin Toss Challenge	9:00 am
28	Saturday	A Meet LG @ Cardinal Hill	9:00 am
29	Monday	B Meet LG @ High Point	6:00 pm
July			
2	Wednesday	Divisional Relay Carnival @ Springboard	6:00 pm
4	Friday	Fun Friday: Tie Dye	9:00 am
5	Saturday	A Meet: LG @ Fairfax	9:00 am
7	Monday	B Meet: Kent Gardens @ LG	6:00 pm
9	Wednesday	NVSL All Star Relays @ Lincolnia Park	6:00 pm
11	Friday	Fun Friday: Pancake Breakfast	9:00 am
12	Saturday	A Meet: SHRA @ LG Senior Recognition Meet & Sub Lunch	8:30 am
14	Monday	Rock-n-Roll Relays @ SHBR	6:00 pm
16	Wednesday	Progressive Dinner 13+ Swimmers	6:00 pm
18	Friday	Fun Friday: Lollipop Meet and Service Project	9:00 am
19	Saturday	Divisionals at Cardinal Hill	8:30 am
20	Sunday	Awards Night	6:00 pm
26	Saturday	NVSL Individual All-Stars	8:30 am

Strokes

The rules below are the US Swimming rules as modified for use in the NVSL. The rules are the same regardless of the age or skill level of the swimmer.

Freestyle

The freestyle is defined as any means of swimming across the pool. Any stroke and kick are acceptable. There are, however, a few don'ts associated with this stroke, specifically: (1) you cannot walk on the bottom or pull yourself along using the lane lines, and (2) in a 50 meter race (two lengths) you must touch the wall at the 25-meter end before touching the wall at the 50-meter end. (This may seem obvious, but sometimes swimmers miss the wall at the turning end of the pool.)

Backstroke

Like the freestyle, almost anything goes on the backstroke as long as you stay on your back. As swimmers progress, they will learn to guide off the lane lines, use the overhead backstroke flags and the lane line markings to know where they're are in the pool, and count strokes from the flags to the wall.

Backstroke starts are different from all others because the swimmer is in the water, feet planted against the wall, and hanging on to either another swimmer's legs or the lip on the pool awaiting the starter's signal. "Legs" must be grabbed below the knee. Persons serving in an official capacity (such as timers or coaches) may not serve as "legs."

If your swimmer is a backstroker, he or she will eventually learn the backstroke flip turn. This is the one exception to staying on your back and can be used only as part of a turn (not a finish) at the pool wall.

Breaststroke

The breaststroke has two components: the kick and the arm pull. The pull and its recovery must both be under the breast and cannot extend further back than the waist area. The kick is a "frog" kick and the toes must be pointed outward during the propulsive part of the kick. The arm pull and kick must be in an alternating sequence and the elbows must stay below the water except for tagging the wall at the finish. Breaststroke turns and finishes require a simultaneous two hand touch.

Butterfly

A properly executed butterfly (or “fly”) is the most beautiful exhibition of power and grace you'll ever see in a swimming pool. Quite frankly, the fly is the hardest stroke for most swimmers to perfect. There are two components of the fly; the arm pull and the kick. The arm pull must be an over the water recovery (elbows breaking the surface of the water) with the arms moving simultaneously. The kick is a dolphin style kick with legs and hips moving simultaneously. Unlike the breaststroke, there is no requirement to alternate the kick and pull. Turns and finishes require a simultaneous two-hand touch at the wall.

Individual Medley

The individual medley (or “IM”) is when an individual swims each of the four strokes in the following sequence: butterfly, backstroke, breaststroke, freestyle. We swim a 100 Meter IM, which means that 25 meters, or one pool length, of each stroke is swum. In a 100 Meter IM, every turn is a stroke change and stroke finish rules apply. This means that no backstroke flip turns are allowed.

Relays

There are two kinds of relays: freestyle and medley. Both involve a team of four swimmers, each swimming one quarter of the total distance. In the freestyle relay, each swimmer swims the freestyle. In the medley relay, the sequence is backstroke, breaststroke, butterfly and freestyle.

In all relays, each swimmer must wait until the previous swimmer touches the wall before the swimmer's feet leave the wall. Running starts or pushes from teammates are not allowed.

Disqualifications (DQs) and False Starts

Every swimmer will disqualify (DQ) at one point or another during their swimming career. It's part of learning correct stroke techniques. While you and your child might be disappointed or upset about a DQ, it's not the end of the world!

Swimming meets are judged by trained Stroke and Turn judges, Starters and Referees. These officials must attend mandatory NVSL training and many are also certified USA Swim officials. Parents are NEVER to approach or talk to an official during a swim meet. Here are the most common ways to DQ for a stroke infraction:

A swimmer will be disqualified (or DQ'd) if he/she does not follow the rules of the stroke or false starts.

Common Reasons For DQs

Freestyle

- Failure to touch the wall at the turning end of the pool
- Walking on the bottom
- Pulling on the lane lines to gain an advantage
- Exiting the pool before swimming the specified distance

Backstroke:

- Rolling past vertical towards the breast at any time except during a flip turn
- Leaving the wall after a turn past vertical towards the breast
- The turn: This is tricky, but the rule is that swimmers may roll to their stomachs, take one arm stroke (or a double arm stroke) and, IN ONE CONTINUOUS MOTION, do a freestyle flip turn and then push off the wall on their back. The "one continuous motion" part of the rule is fairly subjective. (Still confused? Most commonly, if a swimmer rolls over, takes their one allotted arm stroke and then has to kick into the wall before they turn, they will probably DQ.)

Breaststroke

- Incorrect kick, such as a Scissors kick or Flutter kick
- Non-simultaneous two-handed touch or one-handed touch at turn or finish
- Toes not pointed outward during the propulsive part of the kick
- More than one stroke underwater with arms fully extended at start or turn
- Head didn't break surface by conclusion of second arm pull underwater after a start or turn
- Arm recovery past waist except on first stroke after start or turn

Butterfly

- Non-simultaneous or one-handed touch at the turn or finish
- Non-simultaneous leg movement during kicks
- Arms don't break water surface during recovery (judged at the elbows)

- Non-simultaneous arm movement during recovery

Relay

- Any of the stroke violations listed above
- A swimmer leaving the pool deck before the previous swimmer has touched the wall

What happens if a DQ occurs

When a Stroke and Turn Judge observes a violation, they raise their hand to signify that they have observed a violation, then writes it up on a DQ slip. The Stroke and Turn Judge then takes the slip to the referee, who verifies that a rule has been broken and who can question the stroke and turn judge to ensure that he/she was able to see the violation that was cited. The Referee then gives one copy of the DQ slip to the Team Rep and another copy to the Table Workers.

How Do I Know if My Kid DQ'd

We always encourage swimmers to talk to their coaches after they swim.

For Saturday meets the Team Rep will tell the coach, who then tells the swimmer.

Monday meets can be more hectic and you may not know your child DQ'd until they don't receive a time for their event. If they think they DQ'd they should talk to the coach at practice the next morning.

Officials and DQs

Every official on the deck will always give the benefit of the doubt to the swimmer. Although the difference between legal-but-ugly versus illegal is sometimes close to call, any violation called by an official is an "*I saw*" not an "*I think I saw*".

Protesting Disqualifications

The Team Rep is the only person who can officially question a disqualification or any other call by an official. If something happens involving your swimmer which you do not think is right, talk to the coach or the Team Rep. The Team Rep will initiate action in accordance with NVSL rules if he/she considers it to be appropriate.

Volunteer Position Descriptions

Team Representative (“Team Rep”)

The NVSL Team Rep fulfills an important role as the main point of contact between our team and the NVSL. They attend preseason league seeding meetings, handle meet scheduling, hire coaches, serve on the meet seeding committee with the coaches, and represent the team in an official capacity at swim meets. The Team Rep is the designated recipient of all DQ slips for the team and is the only person with any official standing to challenge any decisions made by the referee. It sounds easy. But remember, most of the Team Rep's job is done before the meet starts.

B Meet Representative (“B Meet Rep”)

The B Meet Rep manages the developmental meets (Monday B meets) and is responsible for making sure that the team follows Monday League Rules. The B Meet Rep prepares the necessary paperwork to support the Monday meets. S/he takes responsibility for coordinating with other B Meet reps of teams with which we compete as well as the main point of contact for setting up B meets.

Coaches

During the meet, the coaches’ primary responsibility is to encourage and praise the swimmers and to make sure that they get to the Clerk of the Course in time to swim.

Deck Volunteers

All volunteers on deck at a meet must wear a white shirt and navy blue shorts, skirt or skort and should not wear anything with the team’s logo.

Announcer

For home A meets, he/she will announce swimmers prior to race and announce winners and events during the meet as well as make announcements to the meet attendees as requested by the Team Reps and coaches. There is a general script to follow. The time commitment is the entire meet. Training is provided by shadowing an experienced announcer. For B meets the announcer just announces heat and events.

Referee

The Referee is the chief official for each swim meet. He/she is responsible for the conduct of the meets and is the final authority on the interpretation and enforcement of all swimming rules. Prior to the start of each race, the Referee ensures that all deck officials are ready and blows a whistle to signify that the starter can start the race. When the whistle is blown for an

event, everyone in attendance must remain quiet so the swimmers can hear the starter. The time commitment is the entire meet. This position requires attendance at one of the certification clinics prior to serving in the position.

Marshal

The role of Marshal is important at meets. The Marshal is in charge of keeping walkways clear, as well as crowd and noise control. They exercise polite, but firm, control of the pool deck as well as ensuring no one enters the baby pool. Marshaling is generally straightforward work with a good view of the action. **No experience is require!** Marshals must be on duty starting when swimmers enter the pool for warm-ups until the last race is complete. These volunteers are responsible for ensuring that warm-ups are conducted safely and that the order is maintained during the swim meet (e.g., stop horse play, keep parents/kids from getting too close to the pool, etc.). They also get to wear a very fashionable orange or yellow vest as they conduct their duties. This position has one of the best meet viewing locations of the meet!

Clerk of the Course

The Clerk of the Course is the "gatekeeper" for all swimmers in our meets. The people who perform this function get the swimmers to the right lanes for the correct race. You can't run a race without swimmers, and the Clerk of the Course makes sure the right swimmer gets to the right place at the right time. The time commitment is the entire meet.

Starter

The Starter is responsible for ensuring that all swimmers are given a fair and equitable start. The Starter will inform the swimmers of the stroke and distance to be swum and then instruct them to "Take your marks." After all swimmers are ready and still, the Starter will start the race, using a "Colorado System" (so called because it is built by Colorado Timing Systems). This system consists of a public address system, a horn, and a strobe light. The time commitment is the entire meet. **This position requires attendance at one of the certification clinics prior to serving in the position.**

Occasionally, a swimmer leaves the starting wall early. In past years, the Starter and Referee would make a special effort to stop the race and then re-start the swimmers. A new rule, based on the thinking that you shouldn't penalize the swimmers who did not "false-start", requires that the race proceed. The swimmer (or swimmers) who false-started will be disqualified after the race ends and after a consultation between the Starter and the Referee.

Stroke and Turn Judges

Once the race has started, the Stroke and Turn Judges are responsible for ensuring that all swimmers obey all the rules for the stroke that they are swimming. These people are always at the ends of the pool for starts and finishes and walk the sides of the pool as best they can within the physical constraints of the pool. If a Stroke and Turn Judge sees a violation of the rules, he/she raises his/her hand to signify that an infraction has occurred. A disqualification is recorded on a DQ slip, which the referee reviews and approves and forwards copies to the table workers and the Team Rep. The time commitment is the entire meet. **This position requires attendance at one of the certification clinics prior to serving in the position.**

Relay Take-off Judges

During relays, you'll see Relay Take-off Judges at each end of the pool. Their job is to ensure that each swimmer touches the wall before the next swimmer in the relay leaves the deck. Two judges for each lane must agree, via marking a slip of paper and comparing at the end of the event, that a swimmer has left too soon. Infractions are noted as described above for Stroke and Turn Judges.

Head Timer

The Head Timer (also referred to as "Chief Timer") conducts a pre-meet briefing for all timers to review the rules and procedures for timers and hand out stopwatches. He/she makes lane assignments for timers (Lanes 1, 3, 5 = One home and two visiting team timers / Lanes 2, 4, 6 = Two team timers and one visiting team Timer; pairs experienced and inexperienced timers; appoints Head Lane Timers), reviews how to determine official times; passes out supplies (stop watches, clipboards, cards, pencils), and demonstrates stopwatch use. The Head Timer, the Starter and all the timers conduct a Time Check prior to the start of the meet. During the meet, the Head Timer uses two stop watches in the event of an issue with a timer/stopwatch. After each heat, the Head Timer collects the time cards from the timers, reviews them for accuracy and completeness, and forwards them on to the runner/table workers. After the meet, the Head Timer will assist with collecting stop watches and supplies and place them in storage. At away meets, the Assistant Chief Timer assists the Head/Chief Timer in these same functions.

The time commitment is the entire meet. The NVSL offers training for this position but it is not required prior to serving in the position.

Timers

The timers are the most important people to every swimmer. They are the people who determine each swimmer's official time for each race. **Being a timer is a good entry level position for new parents.** Some parents have been timers for years and wouldn't want to see a swim meet from any other vantage point. If you can start and stop a stopwatch, you can be a timer. We'll even provide the stopwatch! Timers start their watches on the strobe light from the Colorado system and stop their watches when the swimmer touches the wall. For Saturday meets and Monday night meets, there are three timers per lane and all three times are recorded. The middle time is the official time. The Head Timer collects the time cards from the timers, reviews them for accuracy and completeness, and forwards them on to the table workers. For Time Trials, Saturday meets and the "Blue versus White B Meet," the time commitment is the entire meet. For Monday Night B Meets, split shifts are available.

Table Workers

The time cards from the timers and any DQ slips go to the table workers who determine the order of finish for each event, score the meet, and prepare ribbons for the participants. Several people from each team perform these functions to ensure that errors are caught before the results are announced. The time commitment for these positions is the entire meet.

Chief Table Worker (Table Administrator)

The Chief Table Worker is the person who keeps the "flow" of the table going smoothly. S/he solves the problems as they arise and fills in when someone needs a short break. The Chief Table Worker oversees all the table workers. Together they receive time cards and note the order of finish for each event. They submit this information to the Data Coordinator and verify the score. The Chief table worker also ensures that all swimmers receive the appropriate ribbon. S/he is responsible for setting up the table area prior to the meet and take down after the meet. At away meets, s/he will serve as the Assistant Chief Table Worker.

Table Workers

Table Workers (2 per meet) receive a copy of the printed results after every one or two events and check that swimmers' names, times [*if not disqualified*], places or disqualification status and teams are correct according to what is on the time cards and attached DQ slips. Also notes any new League and Team records on the printed Verification sheet for the Announcer's use.

Data Entry/Data Coordinator

Data Entry volunteers (2 per meet) electronically records the appropriate information from the time cards and any attached disqualifications slips for each swimmer, enters scratches and substitutions when changes are received, generates award labels and produces the Official Results Report of the meet.

Awards

Awards volunteer (1 per meet) organizes the ribbons and attaches computer-generated labels.

Runners

Runners (1 per meet) receives the time cards from the Head Timer and delivers the time cards to the Table Workers. A Runner may also be assigned to deliver papers from the Referee to the Table Workers.

Merchandise Sales

During certain home meets, merchandise sales tables will be set up. Volunteers will help set up the table, sell Spirit Wear items, and assist with tracking sales, and return items to storage after the meet/event concludes.

Fun Friday Coordinators

We hold practice Monday through Thursday and leave Fridays for Fun. There is always a team meeting with the coaches where coaches hand out awards for the week. We need parent volunteers to help plan and supervise these activities.

Progressive Dinner

Progressive Dinner Coordinator

The Progressive Dinner Coordinator oversees the planning, theme, volunteers and event. The event is open to rising ninth graders through graduating seniors.

Progressive Dinner Courses Hosts

There are three courses hosted at different homes: appetizers, salads, and main course. With desert back at the pool. Each host will serve a course, which lasts no more than an hour. We give hosting priority to families of graduating seniors.

Behind the Scenes

Swim Team Photographer

The Swim Team Photographer helps to document the great swimmers, staff, coaches and volunteers for the season. These pictures are taken during meets, social events, practices and other team events. The pictures taken (by the Swim Team Photographer and Dive Team Photographer) are used in the Lee Graham Chronicle and South Run Oaks newsletter, the Dolphins website as well as part of a season-end video presented at the End of Season Party.

Merchandise Coordinator

The Merchandise Coordinator places orders for team shirts and spirit wear, and distributes orders to families when they arrive, and maintains inventory for sales. The volunteer accounts for sales money and turns into Treasurer. The Coordinator will manage the sales and Spirit Wear sales volunteers at Time Trials, certain home meets, first week of practice, and other targeted home team events.