



Dear Swim Team Families,

On behalf of the Shrewsbury Parks and Recreation Department, I would like to welcome you to the Shrewsbury Swim Team. We are excited you are a part of the 2024 team, and we are looking forward to working with you throughout the summer. Contained in this packet is important information regarding the Swim Team. **Please take the time to look through the packet.** The last two pages are the registration forms for the season. Please note that registration will close once we meet max capacity. Swimmers (new or returning) are not guaranteed a spot.

The Shrewsbury Sharks Swim Team is part of the Southwest St. Louis County Municipal Swim and Dive League. The league is a **recreational** summer swim and dive league with teams from cities in the St. Louis area. All teams are sponsored by their respective city's parks & recreation departments.

The mission statement for the league is as follows:

The Southwest St. Louis County Municipal Swim & Dive League has been established to provide swimming and diving opportunities for school age participants in an environment that emphasizes fun, good sportsmanship, safety and athletic endeavor, and participation over winning. Its goal is to provide participants with the opportunity to learn basic swimming and diving skills, socialize with others involved in the program, improve health and fitness, and develop a lifetime appreciation for these two sports.

With the above statement in mind, we urge all parents to encourage their child(ren) to have fun and demonstrate good sportsmanship and respect to all throughout the summer at all practices, meets and team functions. By participating on this team, all swimmers and families agree to support the mission of the League.

If, at any time during the season, you have questions or concerns, please feel free to call or e-mail me. Thanks, and have a great swim season!



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2024 SWIM COACHES

Head Swim Coach	Qi Franz
Assistant Swim Coach	Nico Wilson
Assistant Swim Coach	TBA

2024 PARENT REP VOLUNTEERS

Team Liaisons for Day-to-Day Communications, Coordinates Volunteers and Meets

Alexandria Wilson: wilson7800@sbcglobal.net

Mandy Chaddock: mchaddock@gmail.com

PRACTICE SCHEDULE (PENDING): First Day of Practice is Tuesday, May 28th

6:45-7:45 AM Ages 13 and over

7:45-8:30 AM Ages 11-12

8:30-9:00 AM Ages 9-10

9:00-9:30 AM Ages 8 and under

Unless otherwise directed by a coach, all swimmers should practice at the time specified by their age. The purpose of assigned practice times is to minimize crowded lanes to optimize practice time and space and maximize coaching/instruction time for each swimmer. If there are conflicts, parents/guardians should reach out to the Allison or the parent reps to discuss before registering their swimmer. Swimmers are required by the league to attend at least 3 practices per week to be eligible for that week's meet. There are no evening practices this season.

SWIM TEAM ASSESSMENTS

All new swimmers will be assessed for team-readiness during the first week of practice and at the pre-season spirit meet. To compete in a meet, swimmers must be able to swim the length of the pool (25 yards) without stopping and/or grabbing the wall or lap lane. We do not expect swimmers to have a perfect stroke. These steps are taken for safety precautions, as we want to ensure a swimmer is able to meet the requirements needed for practices and meets. If your swimmer is unable to meet the specific skills required by the deadline (June 11th) a full refund will be given. No refunds will be given after June 12, unless due to an excused medical reason.

TEAM EVENT SCHEDULE

Intrasquad 'Fun Meet': Saturday, June 8, 8:00 am. Spirit Meet at Shrewsbury

Dual Meet Schedule For dual meets, HOME warm-ups are from 5:00-5:30 p.m. and AWAY start at 5:30 p.m.

- Tuesday, June 11 at 6:00 p.m. Shrewsbury at Ellisville
- Monday, June 17th, at 6:00 p.m. Shrewsbury at Kirkwood
- Wednesday, June 26 at 6:00 p.m. Shrewsbury at Manchester
- Wednesday, July 3 at 6:00 p.m. Shrewsbury at Chesterfield
- Tuesday, July 9 at 6:00 pm. Crestwood at Shrewsbury

Conference Schedule

- Monday, July 15 Prelims 11 and older at **7:00 a.m.** at Crestwood
- Tuesday, July 16 Prelims 10 and under at **7:00 a.m.** at Crestwood
- Thursday, July 18 at **6:00 p.m.** Finals at Manchester (rain date is July 19)

End of season team party: Date and Time TBD

Team picture: TBD

MEET ATTENDANCE

It is **IMPERATIVE** that the coaches know who is available for each meet in order to set up both individual and relay events. Last minute absences cause numerous schedule changes and affect other swimmers on the team. All swimmers' availability is tracked on the Team Unify website. Please log into Team Unify and update whether your swimmer(s)/child(ren) will be "YES, sign up for event" or "NO, not attending" by the stated deadlines (under the 'Meet Commit' tab on Team Unify). It is easiest to do this for all meets at the beginning of the season. Then, if needed, changes to the commitment on Team Unify can be edited up to the posted deadline prior to the swim meet (including conferences). For changes after the deadline, an email must be sent to a parent representative.

See/click 'Forms, Docs, & How-to' tab on Team Unify, then click 'Swimmer Documents' for instructions on 'How-to Sign-Up Swimmer for a Meet.'

League pool addresses and phone numbers are listed on the Team Unify website under the 'Forms, Docs, & How-to' tab. In addition, a map and directions to individual pools can be found under the 'Meet Commit' tab by clicking on the meet name (for example Fenton @ Shrewsbury). If shared by the host team in advance of the meet, the full heat sheets and/or alphabetized list of Shrewsbury swimmers with their events will be posted on Team Unify under the 'Meet Heat Sheets' tab. Please check the website before heading to the meet. We encourage you to review the document 'General Swim Meet' under the 'Forms, Docs, & How-to' tab as needed on meet days.

TEAM COMMUNICATION

Team communication is very important. The following have been set in place to encourage maximum communication:

- **Team Website:** The Shrewsbury Sharks team website is www.teamunify.com/recstlss. The Team Unify website is the primary source for team information and is set up to help with team communication and coordination. Once registered, an invite to join/log-in will be sent to the e-mail address submitted on the registration form. If this invitation has not been received within a couple of days of registration, please contact Allison Koger at 314-647-1003, Ext. 218, or akoger@shrewsburymogov. The Shrewsbury Sharks Team Unify website includes announcements, contact information, meet and swimmer entry information, copies of meet heat sheets, volunteer information, swim meet results, and much more. If you need help logging into your member account for Team Unify, please contact Lauren.
- **E-mail:** Team communication and announcements will be sent to the e-mail addresses that were provided at the time of registration. Please regularly check your e-mail for all up-to-date information. Additional e-mails can be added on the Shrewsbury Sharks Team Unify website.
- **SMS Text Messaging:** Brief announcements and reminders can be sent by SMS text messaging to your cell phone. Cell phone and Carrier name information is requested and required on the registration form so in order for you to receive important team communication by text. Text messages may include last minute changes to practices or meets due to weather conditions and other circumstances. Cell phone information can also be entered/updated by you as a member in your Team Unify account. Be sure to include all people who should receive the important updates.
- **Family Files (team file box):** Each family will have their own file folder in the Team File Box. These files will be used mainly to distribute ribbons to all participants/member families. The files in the file box will be stored at the pool and will be available during practices. **It is the responsibility of each family to check their family file regularly.**

MEET JOB VOLUNTEER INFORMATION

Parent participation is required to run successful swim meets. Your child could not enjoy the benefits of the team without your help. All volunteers must be at least 18 years of age and must work the ENTIRE meet. Each family is required to work 2 dual meets, PLUS conference prelims should your swimmer(s) choose to participate and finals if your child makes it to finals. An email will be sent to all members announcing the date and time that job signups will open (usually during the first week of practices). If you find that you are unable to work one of the nights that you signed up, it is YOUR responsibility to find a substitute to work for you and then you will need to sign-up on another date that you can work. Please note, if the meet(s)/conference has been cancelled and re-scheduled due to unforeseen circumstances/inclement weather, it is the responsibility of the volunteer to work that rescheduled meet/conference.

- We have a “check hold system” in place, similar to many other swim league teams. For each volunteer shift, the household will be required to write 2 **separate checks for \$100 each**. These checks will be held and only deposited if your volunteer shift is not fulfilled. Your checks will be returned at the end of the season, or checks will be shredded if they have not been picked up. PLEASE NOTE: The “check hold system” is not a “BUY OUT” to avoid volunteering. Meets cannot run without the help of member families.
- Please notify Parent Reps of any changes made to your work schedule.
- All volunteers must check-in at 5:00 p.m. with the parent representatives at the check-in table.
- When prelims and finals approach, work assignments are made by the Parent Reps and distributed via email prior to the meets. If your child is participating in prelims and finals, you **MUST** work at both events. If you have children participating in prelims on both days, then you will need to sign up for both days.
- For more Volunteer information, see/click ‘Forms, Docs, & How-to’ Tab on Team Unify then click on ‘Volunteer Job Documents.’

TEAM SUITS (optional)

There is a new optional team suit that will be used for the 2024 and 2025 seasons. See/click ‘Team Spirit’ tab on Team Unify. Suits can be purchased at B&B Aquatics.

TEAM APPAREL

Each swimmer will be given a T shirt upon registration. If swimmers withdraw from the team and are eligible for a refund, the cost of the shirt (\$10 each) will be retained. OPTIONAL: Parents/Family Members can purchase extra team shirts for \$15.

For more style, design, and customization options, See/click ‘Team Spirit’ tab in Team Unify.

TEAM PICTURES:

See/click ‘Team Spirit’ tab in Team Unify.

TEAM PARTY:

See/click ‘Team Spirit’ tab in Team Unify.

LEAGUE INFORMATION

Southwest Municipal Swim & Dive League is comprised of the following cities: Ballwin, Chesterfield, Crestwood, Ellisville, Kirkwood, Manchester, Shrewsbury, Sunset Hills, and Webster Groves

RIBBONS:

- Ribbons are awarded to participants based on their performance in a meet, as follows: Each swimmer finishing in the top three positions in each heat, while demonstrating a legal stroke, will be awarded a place ribbon, either 1st, 2nd, or 3rd based on time recorded.
- Participation ribbons will be awarded to swimmers in all heats for fourth place on finishes in the 8 and under, age groups. Any swimmer that is disqualified in the 8 and under, age groups will still be given a participation ribbon.
- Ribbons are **NOT** distributed at the meets. Ribbons will be placed in the family files folders as soon as possible after the meets. Typically, ribbons will be in family file folders two days after the meet. When collecting your ribbons from your file, please double check that they are all YOUR family's ribbons. Your patience and consideration are appreciated.

IMPORTANT POOL RULES

Swim team participants and spectators are responsible for following all facility and pool rules. Below are important rules that must be followed by all participants and spectators.

- Tobacco products and alcohol are prohibited. Any person suspected of being under the influence of a controlled substance will be asked to leave.
- No running, rough play or obscene language is allowed inside the facility.
- Chewing gum is not allowed in the pool area.
- The City of Shrewsbury is not responsible for lost or stolen items.
- **Per facility rules, no glass containers are allowed. Bottled water may be brought in. Swimmers may bring healthy snacks. Otherwise, no outside food or drink is allowed. If families want to eat outside food, they are more than welcome to eat at the picnic tables outside of the pool. The concession stand will be open during the meet.**
- Please follow all facility and pool rules posted at or communicated for AWAY meets.

CODE OF CONDUCT: ETHICS AND BULLYING POLICY

Please review this policy with your swimmer and encourage them to display good sportsmanship and show respect to all throughout the summer at all practices, meets and team functions. Bullying will not be tolerated with the Shrewsbury Sharks Swim Team. Swimmers, families, staff, coaches and volunteers will consistently model good behavior and will support our team's efforts to prevent bullying and create a safe and friendly environment for everyone.

- All swim team families pledge to provide positive support, care and encouragement for my child, and all children participating in youth sports by following this parent's code of ethics and all rules, conduct expectations, and policies set by the team and the league.
- Parents will encourage good sportsmanship by demonstrating to their child/children positive support and respect for all participants, coaches, volunteers, staff and officials at every meet, team event and practice.
- Families will support the league's no bullying policy and will consistently model good behavior and will support our team's efforts to prevent bullying and create a safe and friendly environment for everyone.
- Parents will place the emotional and physical well-being of all participants ahead of any personal desire to win. As a recreational league, learning and fun will be a priority over competition and winning.
- Staff, Coaches, Volunteers, Officials and all families will insist that all children participate in a safe environment.
- Parents will support coaches, staff, volunteers, and officials working with their children and consider the feelings of others in order to encourage a positive, safe and enjoyable experience for all.

- Swimmers, Parents, Spectators, Coaches, Volunteers and Staff will follow the proper chain of command and take my questions and concerns to the parent representatives (not the starter/swim officials) during meets and will respect the judgement of officials.
- We will demand a swimming environment that is free of drugs and alcohol and will refrain from their use at all team events, meets and practices.
- Parents will show respect and set expectations for their child/children to respect other participants, competing participants, coaches, volunteers, staff, fans/spectators, and officials with respect at all times.
- I will remember that this sport is a recreational sport for children and set appropriate expectations for my child in order to ensure this experience is fun for all involved.

Intro to Swim Team

This information has been compiled with the intent of educating parents on how a summer swim team is run. Swim teams require a great deal of parental support to run their swim meets. Our hope is that we can make the Shrewsbury Swim Team a great experience this summer.

The coaches work very hard to help and teach the swimmers. One-on-one training is not possible. This summer "recreational" swim team is **NOT** a substitution for swimming lessons and/or training. The goal is to develop skills, improve self-esteem, instill sportsmanship, and have fun. If your swimmer would like additional training, or information about competitive swimming at a higher level, talk to the coaches for more information on year-round teams in the area.

BASIC TERMS

- **Dual Meet** - This is the normal meet that is held each week of the summer season. In general, dive meets start at 3:30 p.m.; Swim meets start at 6:00 p.m. Two teams compete head-to-head (team with most points wins). Depending on the home team, some meets may NOT include diving, and some home teams may hold their dive meets on Saturday mornings at 8 a.m.
 - **Warm-ups** – Teams are given time to warm-up before a meet as follows:
 - Swim Meets: Typically, both teams warm-up simultaneously ½ hour before the start of the meet. The home team uses half of the pool's lanes, while the visiting team uses the other half. Shrewsbury will warm up at home from 5-5:30 and the visiting teams will warm up from 5:30-6:00 pm. See Meet Info for more specific information.
- **Conference Meet** – At the end of the season, all teams participate in the Conference Meet. The meet consists of "preliminaries" (separated by age-group) where divers/swimmers attempt to qualify for "finals". Conference meets are usually held during three weekdays: The Tuesday morning after the last week of dual meets - 10 & under prelims; The Monday morning after the last week of dual meets - 11 & over prelims; Finals, the Thursday evening the week of Prelims (all ages).

SWIM TEAM TERMS AND INFORMATION

- **Deck** - The area around the pool.
- **Lap** - One length of the pool.
- **Heat** - One race of up to 6, 8 or 10 swimmers (or as many swimmers as there are lanes in the pool). Heats in each event are numbered 1, 2, 3.... or A, B, C.... The last heat is the fastest
- **Lanes** - Normally one team swims in the odd numbered lanes and the other team swims the even numbered lanes.
- **Event** - One or more heats of one age group of boys or girls for a stroke.
- **Meet Sequence** - The normal sequence for a meet is IM, Free, Free Relay, Back, Breast, Fly and Medley Relay last.

- **Starter** - The official that is in charge of running the meet & starting the races.
- **Turn & Stroke Judge** - The official that watches the swimmers to make sure they perform the strokes, kicks, turns and touches correctly. (See DQ)
- **Disqualification (DQ)** - To be eliminated from a race for rule infraction. Examples; Doing the wrong stroke, not doing stroke by rules, improper kick, not finishing race, false start, etc. A common DQ is when goggles slide down during the breast and fly starts and the swimmer stop their stroke trying to fix them or not finishing the backstroke on their backs.
- **False Start** - Starting the race before the beep or gun.
- **Awards** - 1st -3rd place ribbons are awarded in all heats for all ages. Participant ribbons are awarded in all heats of 10 year and younger swimmers.
- **Scoring** - Only the last heat of each event scores team points.
- **Year-round swimmers** - Some of the swimmers' swim for other teams/clubs that practice and compete all year round.

SWIM MEETS

Individual Events

- Freestyle - One pool-length for 6&under, 7-8, 9-10; two pool lengths for 11-12, 13-14; four pool lengths for 15-18.
- Backstroke - One pool-length for 6&under, 7-8, 9-10; two pool lengths for 11-12, 13-14, 15-18.
- Breaststroke - One pool-length for 7-8, 9-10; two pool lengths for 11-12, 13-14, 15-18.
- Butterfly - One pool-length for 7-8, 9-10; two pool lengths for 11-12, 13-14, 15-18.
- Individual Medley - One pool-length of each stroke in the following order: fly, back, breast, free.

Relay Events

- Freestyle Relay (Four swimmers swim a relay race) - One pool-length for each swimmer for 8&under, 9-10; two pool-lengths for each swimmer for 11-12, 13-14, 15-18.
- Medley Relay (Four swimmers each swim a different stroke in the order, back, breast, fly and free) - 1 pool-length for each swimmer for 8&under, 9-10; 2 pool-lengths for each swimmer: 11-12, 13-14, 15-18.

Parents' Duties

- Do not bother the swim officials during the meet.
- Get swimmers to the meets and practices on time. Coaches/Officials cannot wait on your child.
- Do not distract coaches during practices. You can email coaches or talk between age groups.
- Volunteer for the jobs; the team cannot run without you.
- Write event numbers on swimmer's arm or shoulders. **Not on their backs.**
- Help swimmers get to the bullpen on time and remain there when not in an event (especially young ones). Volunteers cannot spend time tracking down swimmers.
- Console & encourage your swimmer when they get disqualified.
- Root for your swimmer(s) and team.
- Leave the pool in clean condition.
- Encourage your child to demonstrate good sportsmanship and show respect to all.

What TO Bring to the Meet

- Lawn chairs, many pools do not have enough seating.
- Water for the hot, thirsty swimmer(s).
- Extra dry towels and clothing for cold swimmers during the cool early summer nights.
- **DON'T FORGET** swimsuits, caps and goggles. **Extra goggles in case a pair breaks.**
- Some pools let you bring healthy snacks for your swimmer. IE pretzels and fruit.
- Kids can be in the bullpen for a long amount of time, please send a book or activity for your swimmer.

What NOT to Bring to Swim Meets

- Food items. Most pools have concessions available, and many do not allow food to be brought in.
- Glass containers or alcoholic beverages.
- Valuables that could be stolen or lost. The City of Shrewsbury is not responsible for lost or stolen items.

Swim Meets from a Parent's Perspective

Every parent of a swimmer has experienced the craziness of the first few meets. Believe it or not, it does get better and here are a few tips to help. Our goal here is for everyone to enjoy being on the swim team. We want the kids to have fun and become better swimmers in the process with as little stress as possible. In order to make that happen for the three hundred or so swimmers at a meet, each of us must do what we can to help our swimmers.

1. Check the website (www.teamunify.com/recstlss) a few days before the meet and again the day of the meet to make sure you know where we are swimming and how to get there. Allow ample time to get there, especially for pools in West County.
2. Before the end of practice on a meet day, check the 'Meet Commit' tab on the Team Unify website to ensure that your swimmer(s)' commitment is accurate, i.e. attending or not attending. Notify a coach and parent rep right away if you think there is an error.
3. Feed your swimmer a light dinner at 4:00 or 4:30 p.m. Sometimes families eat on the way. It is very difficult to swim well or fast on a full stomach or if kids are downing pizza as warm-up is beginning.
4. Arrive at the pool by 4:45 p.m. for home meets and 5:00 p.m. for away meets. Check your swimmer(s) in at the Shrewsbury bullpen upon arrival. Warm-up starts at 5:00 p.m. at home and at 5:30 p.m. at away meets. There is plenty to do before swimmers jump in the water.
5. If you are a volunteer for the meet, it is best to leave younger siblings at home or make arrangements for someone other than you to watch them at the meet. Volunteers should check in at the Shrewsbury bullpen upon arrival with swimmer check-in or no later than 5:30 p.m. Bullpen workers and timers have some things to do before the meet starts.
6. Check your swimmers in at the bullpen table. If you haven't checked before, look for the sheets that have swimmers' names listed (usually separated by girls/boys) and check off your swimmer's name. This sheet will be used later by the bullpen director to determine who is actually at the meet.
7. Please let the coaches and parent reps know ahead of time if your swimmer will not be able to swim in a meet due to illness or unexpected changes even if it is at the last minute. Add/Drop forms for last minute changes are necessary before a meet starts. But if you know several days before that your swimmer(s) will not be at a meet, please inform coaches and parent reps ASAP.
8. If possible, using the alphabetical list of swimmers and events posted on Team Unify, write your swimmer(s) events on their arm prior to arriving at the meet. We will have Sharpies at the meet but consider bringing your own Sharpie for writing your swimmers events on their hand or forearm at the meet. If you have someone 8 years old or younger, also write their name on their upper right arm, first initial and last name. This is really helpful for the bullpen workers and lane directors who line up swimmers by heat and event. Do not write on swimmer(s) backs or elsewhere as it rubs off on pool

furniture. If you're unable to mark events in advance, consider bringing a separate piece of paper to write down your swimmer's events so that you can move away from the bullpen table as it gets crowded during check-in. The events are listed on a heat sheet that will be taped down to a table in our bullpen.

The Event #, Heat # and Lane # should be written along with the stroke.

It will look something like this for an eight-year-old boy:

#11 H2 L4 Free
#22 H1 L6 Fr Rel
#43 H1 L5 Breast
#53 H1 L2 Fly
#63 H1 L6 Med Rel

9. **DO NOT LEAVE A MEET WITHOUT CHECKING IN!** It is very important to check with the bullpen or a coach before you leave the meet to make sure that your swimmer is not swimming in the relay. **If one swimmer is missing, the three others who waited around may not get to swim.** Normally the computer software will automatically pick relay teams based on times. However, the coaches do change the makeup of those teams fairly often. Always confirm whether your child is in a relay.
10. ** This one is the most important one of all. It is every parents' responsibility to see to it that their swimmer reports to the bullpen workers for each of their events. That means keeping track of where your child is. For younger kids, you might even have to pull up a towel and sit with them all evening in the bullpen area. Swimmers spend most of the meet in the bullpen or racing in events, not hanging out in other areas of the pool and facility or with the spectators. Generally, the bullpen is lining up events 3-5 numbers ahead of what the announcer is calling. There may be a dry erase board or flip chart to see which event(s) the bullpen is lining up. If the swimmers don't pay attention and miss checking in for an event, they will very likely miss their race. The bullpen workers have their hands full trying to get swimmers to the lanes. Volunteers cannot be expected to run the pool deck looking for a missing swimmer.
11. Once the swimmers have been taken to the lane they will swim in, they cannot leave to go to the restroom or retrieve goggles. Please try to make sure those have been taken care of before going to the bullpen.
12. Generally, race results are posted on paper at the meets. Once received from the host team, results will also be available on Team Unify. We encourage parents to download the Meet Mobile app to your mobile device, where results will also be available. Please allow 2 days for the results.
13. Please pick up all your trash in and around the bullpen before you leave. It only takes a minute but is a tremendous help to those people who are assigned to clean up after meets. Any lost items will be placed in a cardboard box and available at swim practices.

If you have any questions or concerns, contact the team parent reps or contact Allison Koger at 314-647-1003 or email akoger@shrewsburymo.gov.