



CAYMAN ISLANDS AQUATIC SPORTS ASSOCIATION

National Team Protocols Supplement to the CIASA Strategic Plan APPENDIX F



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July 2017

INTRODUCTION

In late 2012 Cayman Islands Aquatic Sports Association (CIASA) developed a Strategic Plan designed to move swimming forward through 2020. The purpose and objective of the CIASA Strategic Plan was to set out the most advantageous and positive direction for Cayman Islands Aquatic Sports, with clear and identified objectives for swimming at all levels.

The National Team Protocols are designed to outline a structure for planning, preparation, organization and expectations for athletes and staff who are representing the Cayman Islands in international competition.

NATIONAL TEAM PROTOCOLS

Coaches and Coaching

- Be highly self-motivated at all times – focus on process and outcome.
- Treat all swimmers the same – do not favor your own athletes
- Coach unity – help and support fellow coaches at all times and give credit for good swims.
- Don't be negatively distracted on poolside by other nation's coaches
- Be confident in everything you do
- Do not discuss team issues with swimmers
- Be totally responsible and accountable for all actions of swimmers in your care
- Coaching groups - whilst the Head Coach and Technical Director must balance the coaching staff on the team, each coach selected onto the team will have his/her number one highest ranked swimmer allocated to their coaching group.
- Liaise with home coaches in regard to taper plans of swimmers in your group
- Notice and talk to other athletes who are not in your group (particularly those who are having a tough time or are notably nervous)
- Attend ALL competition and training sessions, even when swimmers in your own group have finished competing/training.
- Always supervise the swim downs and warm ups.
- Be active throughout the poolside group warm up - don't sit down - this is the ideal opportunity to talk to the swimmers that you are looking after.
- Group warm ups may be organized by the Head Coach for Team Building purposes
- It is the responsibility of the coach to ensure the swimmer is at the call area on time.
- An important aspect of coaching involves helping your swimmer prepare themselves in all areas for competition. Fueling/hydrating their bodies correctly is paramount. Encourage eating and drinking appropriately to aid this preparation. Whilst the food offered may not suit every swimmer all the time, there will always be choices which will be suitable and a positive attitude towards food/meals available adds to the swimmers confidence about their preparation towards their event. Don't be dismissive about the meals as this fosters negative attitude and don't be seen eating inappropriate or unsuitable foods in front of swimmers.

- Where possible walk with the swimmer to the swim down pool
- Encourage instant feedback from the swimmer after the race - review the race strategy and if appropriate discuss how the race can be improved.
- Be prepared to talk to the media when requested by the Technical Director
- Attend all meetings as required.

Swimmers

- The “new” or “rookie” team members should be embraced within the team environment and where appropriate assigned a senior experienced swimmer as a mentor.
- Eat/drink appropriately. Whilst not all meals will be liked by everyone there will be plenty of choices. Do not be tempted to over-eat.
- At pre competition days rehearse by spending time stretching or just sitting in the “call” room
- Have a Race Day Plan. This should include a food and hydration strategy for competition day.
- Adhere to set curfews
- Attend team meetings as required.

Kit

- No home club or foreign kit on National Camps or Competitions
- There will be a daily kit designated by the Team Manager for all staff and athletes to adhere to.

Accommodation

- Parents, friends and relatives are asked not to stay at Team locations (hotel, accommodation etc.)
- Parents, friends and relatives are asked not to visit the Team hotel unless agreed and arranged through Team Manager
- Males and females located on separate floors where possible
- Staff nearest the lifts/stairs where possible

- Team Manager to have single rooms where possible
- Staff do not share with swimmers
- Always request non-smoking rooms
- Room list and hotel timetable to be distributed to staff by the Team Manager
- Avoid traffic noise/sunny side of hotel
- There will be a Team Manager at the team accommodation whenever athletes are at the accommodation

Flights and Baggage

- Team managers would organize all flights (and visas where necessary)
- Recommend lockable luggage
- Individuals must pay for any excess baggage (excess baggage will only be available to Team Manager and if arranged in advance)
- Don't take what you can't carry
- Always take spare swimming equipment in hand luggage in case of baggage delays

Meetings

- There will be a coaching meeting at the conclusion of heats each morning for all coaches.
- There will be a full Team Meeting at the accommodation each day. Coaches will be allocated a day for presentations of the previous day's results and the coach will select athletes to present athletes who will be competing that night or next session for "Team" support
- The Team Manager, Head Coach and Technical Director will meet every day to discuss any pertinent issues from the previous day.

Illness/Injury

- Managers/coaches should not dispense any drugs or medication to team members
- Any athlete or member of staff taken ill should wherever possible be isolated

- Consideration will be made to sending home swimmers who are ill/injured and unable to complete the tour. Swimmers under 18 should be accompanied by an adult and permission agreed from parents/guardian.

Media

- Technical Director talks about whole team and every aspect
- Coaches generally to talk about own swimmers and swimmers in own group
- Swimmers to only talk about their own performance

General

- There would be a NO alcohol, NO smoking policy for ALL team members, including staff
- All swimmers and all staff to be available for a complete tour
- Staff may be asked to assist as required in any area - this may include tasks outside their specific role.
- All scratches to be notified to the Team manager and signed off by the Technical Director. Only Team Manager to scratch events or swimmers