



Team Handbook 2023-2024

Smoky Mountain Aquatic Club
550 Vance Street
PO Box 452
Waynesville, NC 28786
<https://www.teamunify.com/team/smacnc/page/home>



TABLE OF CONTENTS

Table of Contents	2
Welcome	3
Mission and Objectives	4
Coaches and Staff	5-6
Training Groups	7-8
Practice Schedule	9
Required Training Equipment	10
Registration Information	11-12
Membership Dues and Financial Policies	13-14
Early Termination and Withdrawal	15
Swim Meet Policies and Procedures	16-17
Meet Schedule	18
Team Communication Policy	19
Other Team Policies and Releases	20-21
Athlete and Parent Code of Conduct	22-23
USA Swimming Safe Sport and the Minor Athlete Abuse Prevention Policy	24-27
Safe Sport Policy and Bullying Action Plan	28
Drugs and Alcohol Policy	29-30
Agreement and Signature Page	32



WELCOME!

This past year, Smoky Mountain Aquatic Club (“SMAC”) accomplished a great deal. From beginners learning their first strokes to high school swimmers shaving precious seconds off their best times, every athlete has a special accomplishment to be proud of. Our team has grown significantly over the past year through the collective efforts of our determined swimmers, our excellent coaches, and our committed parents and guardians.

Last season, we welcomed Coaches Dan and Sydney McGuire. They joined us from the NCAP Swim Club in the Washington D.C. area and hit the ground running - coaching their first practice immediately after returning from their honeymoon abroad. Coach Mike continued to assist SMAC and was instrumental in the smooth transition in coaching leadership. This past summer, we added 2 former SMAC swimmers, Maddy Hendershot and Lee Ann Davis as assistant coaches.

As we look forward to 2023-2024, the team will build on last season and set some high and lofty goals. To achieve them, we're crafting new season plans focused on stroke mechanics with additional training tools and techniques to help each group and individual continue to improve in the pool. SMAC athletes will strengthen their physical and mental muscles at practices that will be designed to create confidence, positive self-talk, and the mental fortitude necessary for performance in the pool and classroom. SMAC will host two meets to create racing opportunities right here in WNC for our athletes and inviting others from around the region to Haywood County. Building on last year, we're aiming for qualifiers at NC Age Group Champs, Senior Champs, Sectionals, ISCA Nationals, Winter Juniors, and other high-level events. To create more team unity and cohesion across each training group, we will host fun team building events and more. Mark these meets on your calendar now because your swimmer might surprise you!

There is a lot to look forward to this season. We're so thankful to be able to provide a place for your athletes to learn, grow, smile, laugh with friends, make new friends, be challenged, work at something, improve, and thrive. SMAC has a rich history and a bright future. This year promises to be a special one. Registration begins on July 24th!

The purpose of this handbook is to familiarize you with our organization, mission, objectives, policies and procedures. All parents/guardians must take the time to read this document carefully and will be required to sign that they have read, understand, and agree to all provisions in order to participate.



MISSION

Swimming is secondary to the people our athletes become later in life. We strive to create an environment that is safe, fun and encouraging. Coupling this with hard work and building friendships, success in the pool is inevitable.

OBJECTIVES

❖ **Athlete Development: Personal and Physical**

- To provide an opportunity for young people in Western North Carolina to engage in a wholesome, life-saving, lifetime sport and recreational activity while promoting healthy lifestyle habits and physical fitness.
- To provide opportunities for healthy social, emotional, and educational development.
- To encourage peer and family participation in athlete and club goals and activities.
- To assist in the development of high self-esteem and to help cultivate positive self-image.

❖ **Competitive Development**

- To create an environment in which the desire for self-improvement and goal achievement motivates the individual to fully develop his or her natural abilities and promotes others to do likewise.
- To provide opportunities to learn the values of hard work, dedication, self-discipline, and perseverance.
- To promote the ideals of honesty, integrity, sportsmanship, and team loyalty.
- To provide quality instruction, training, and proper competition at all peer and ability levels.

❖ **Community Involvement**

- To cultivate the support of community-oriented individuals, corporations, and foundations to help fund programs, equipment, and facilities.
- To link current athletes and families with past athletes and families to help cultivate a stronger swim culture and support network in the community.

❖ **Administrative Development at the State, Regional, and National Level**

- To participate in the direction and management of NC Swimming and to further the growth and development of competitive swimming in our state and WNC.
- To provide leadership in the Southern Region that will allow the southeast to become one of the national centers of competitive swimming.
- To participate in the administration of USA Swimming, Inc. to represent the interest of NC Swimming and the Southern Region and to establish SMAC as a contributor to the National program, Zone teams, Select Camps, and the American Swim Coaches Association.



COACHES & STAFF

Dan McGuire, SMAC Head Coach

Contact: smacwnc@gmail.com

Bio: Coach Dan McGuire graduated with a BS in Spanish from the University of Mary Washington where he swam on the varsity swim team for 4 years, specializing in breaststroke and sprint freestyle.

Dan grew up in Fairfax, VA where he swam for both the NCAP and Machine Aquatics club teams. During the summers he swam in the NVSL for Fairfax Club Estates, where he also became the head coach for 5 years. After his college swimming years, he became involved in USMS swimming for both L4 and Alexandria Masters.

Dan also spent a year and a half teaching English in Thailand. When he returned to the US he became a private swim instructor during the day at Swimbox in Fairfax, VA where, over four years, he specialized in rehabilitating injured swimmers and helping individuals improve their swim technique to avoid injury.

Prior to joining SMAC, Dan coached at NCAP in Arlington, VA (a top swim program in the US) working as the Senior Head Coach. He was also the Head Coach of the Meridian High School Swim Team and the Head Coach of the Chesterbrook Swimming summer team. Along with being talented as a swim coach, Dan is also bilingual in English and Spanish. He spends his weekends playing video games, hiking, and playing with his cats. Dan is looking forward to continuing to call WNC home as he uses his enthusiasm and skill to continue to build a great swimming program at SMAC. This will be Dan's second year as Head Coach of SMAC.

Sydney McGuire, SMAC Assistant Coach

Contact: smacsydney@gmail.com

Bio: Sydney is a lifelong swimmer and record holder as a freestyle and butterfly sprinter at George Mason University where she graduated with a BS in Kinesiology and Exercise Science. As a senior in college, she also earned her place competing in the 2016 Olympic Trials in the 50M freestyle.

Sydney has been teaching both private and group swim lessons for 11 years and has been a club coach for 7 years. She was a private instructor at Swimbox in Fairfax, VA for the 5 years where she worked with adult learn-to-swim beginners, recreational swimmers, & club team swimmers and developed an expertise in rehabilitating injured swimmers. Sydney is passionate about helping novice to elite swimmers develop proper stroke techniques in order to prevent injury.

Sydney has been a coach for the George Mason University Makos and was the Head Coach for a summer swim team for 6 years. Prior to joining SMAC, she was the Head Coach of Stroke School for 2 years at NCAP Dulles South where she focused on teaching children and teenagers proper stroke mechanics and building strength and endurance in the water. This will be Sydney's second year as an assistant with SMAC.



Lee Ann Davis, SMAC Assistant Coach

Contact: leea811@gmail.com

Bio: A native of Haywood County, Lee Ann began her swimming career as a sneaky 6 year old, hiding whenever she had to compete in her first year, but things changed as time passed. Lee Ann returned to the chilly waters of the now long forgotten Waynesville swimming pool the following summer to give the sport yet another try.

Swimming remained a positive part of Lee Ann's life and she was one of the original members of SMAC! As a teenager, she was still figuring out the role swimming would play in her life and endeavored in other pursuits, only to always return to the pool. She regained an interest in the sport when Bob (the second) became head coach and she gave a tearful goodbye to Bob (the first). Although she decided to compete solely for Tuscola her senior year of high school, SMAC still held a spot in her heart. Lee Ann competed for Tuscola for all 4 years until she went off to explore what High Point University had to offer.

In college, Lee Ann swam for the University club team, even managing to host practices each night and organize swim meets. After college, she had the opportunity to assist with Tuscola High School swimming and quite enjoyed working with teenage athletes again. It is her pleasure to give back to the sport that developed her character and appreciation for competitive sports and see what new things she'll pick up being back at the pool again!



TRAINING GROUPS

Assessment is required in order to determine group placement. Our program is designed for ages 5 and up and most skill levels. SMAC training groups are designed to be age and skill appropriate. The program is designed so that each swimmer will be able to progress from one level to the next as their age, knowledge requirement, and ability levels are met.

Stroke School: This is our introductory group to the sport of swimming. Athletes in this group should be five years or older. These athletes may compete in competitions regionally once per quarter. This group has a blast learning drills and proper mechanics. Stroke School athletes enjoy all the spirit and energy that comes with being on a team.

Minimum requirements to join Stroke School:

1. Comfortable submerging full body including head underneath the water
2. Demonstrates ability to blow bubbles
3. Floats on back and stomach unassisted
4. Ability to flip from stomach to back and back to stomach
5. Basic understanding of kicking

Suggested Age: 5+

Practice attendance per week: 2x

Advancement requirements to move to the Bronze group:

- Awareness of all 4 strokes and what they entail OR coach approval
- Dive comfortably off of the block

Bronze: The group that bridges the gap between Stroke School and Silver, this group continues to build on fundamentals and mechanics learned in Stroke School while preparing athletes to transition fully to Silver. This group introduces athletes to a competitive mindset and is designed to help them develop focus and determination needed for competition. These athletes compete regionally once per quarter. Coach Dan is the primary coach of the Bronze Group and specific questions regarding athletes in Bronze should be directed to him.

Suggested Age: 7-12

Practice attendance per week: 3x

Advancement requirements to move to the Silver group:

- Understanding of how to read the board and interpret sets
- Understanding of how intervals work and how to use the clock
- Demonstrates an ability to work hard and pay attention
- Must have attended at least 1 travel USA swim meet (outside of Haywood County) in the past year
- Must be able to complete the following set: (or have coach approval)
8 x 50 choice on 1:30 AND complete a LEGAL 100 IM (correct order and correct turns)



Silver: This group is largely for athletes seeking to qualify for NC Age Group Championships or higher. Members of Silver are focused on building their aerobic base and gaining the mental toughness and stamina needed for regional and state level competitions on average of once per month. This group follows a rigorous training plan designed to help athletes qualify for next level meets and prepare them for success. Coach Dan is the primary coach of the Silver Group. Specific questions regarding athletes in Silver should be directed to Coach Dan.

Suggested Age: 9-13

Practice attendance per week: 3-5x

Advancement requirements to move to the Gold group:

-Mastery of reading and interpreting sets and intervals written on the board

-Legal in all 4 strokes

-Demonstrates desire to work hard and begin to be autonomous (can complete a full set with intervals without any assistance from the coach)

-Must be able to complete the following set: (or have coach approval)

4 x 100 IM on 2:30

AND

8 x 50 Free or Choice on 1:10

Gold : This group is open for Middle & High School aged athletes looking to improve in the pool and advance their swim career. The group builds on the principles of learning and mastering proper technique across the four strokes, racing starts, and turns while building and increasing aerobic capacity and endurance. The group also focuses on developing the mental drive and focus required for next level success. Coach Dan is the primary coach of Gold. Specific questions regarding athletes in the Gold Group should be directed to Coach Dan.

Suggested Age: 11-15

Practice attendance per week: 4-5x

Gold Elite advancement:

-advancement to Gold Elite will be performance based and require coach approval.

Gold Elite: The Gold Elite group is for athletes searching to achieve their highest peak potential. These athletes follow SMAC's most extensive training plans and are focused on doing what it takes for success at Senior Champs, High School States, Sectionals, Futures, Junior Nationals and beyond. Athletes in this group work to continue to develop a committed lifestyle. Athletes in Gold develop the mindset that through hard work, focus and proper preparation, anything is possible. These athletes have aspirations of swimming in college.

Suggested Age: 14+

Practice attendance per week: 6x + AM lifting (depending on coach approval)



PRACTICE SCHEDULE

Refer to the website to keep up to date with the practice schedule. SMAC follows a seasonal schedule based on pool availability at the Waynesville Rec Center Pool. Specific changes to practice schedules will be announced via email and OnDeck. In the event of a cancellation for an unforeseen event, Parents and Athletes will be notified via email and through the OnDeck App.

Season Practice Schedule*:

- *Stroke School:*
Group A- Monday and Wednesday 5:30-6:30pm
Group B- Tuesday and Wednesday 5:30-6:30pm
- *Bronze:* Monday/Tuesday/Thursday 5:30-6:30pm w/Saturday Clinic 10-11am
- *Silver:* Monday-Thursday 6:30-7:30pm w/Saturday Clinic 10-11am
- *Gold:* Monday-Friday 4:00-5:30pm w/Saturday Clinic 10-11am
- *Gold Elite:*
Swim: Mon-Fri 3:30-5:30pm, Sat 8-10am,
Lifting: M/W/F 6:30-7:30am

****Schedule is subject to change throughout the season***

The Summer Schedule: Starting after Memorial day, SMAC will begin incorporating a Summer SMAC schedule, which will likely impact all training groups' schedules according to pool availability at the Waynesville Rec. Center.

Team Breaks: Between the SCY and LCM seasons and between the LCM and SCY seasons, our team takes a break to restore, refresh, and recharge before beginning a new season. Our team breaks are listed below:

- Team Break: Late March-Early April
- Team Break: Three weeks in August

Commitment: We work with the mutual understanding that the more practices that athletes attend, the more opportunities there are to improve.



REQUIRED TRAINING EQUIPMENT

Not all training equipment is created equal, and Coach Dan has suggestions for equipment purchases at each level. There are a limited number of items available at the pool and those are intended for beginners giving SMAC a try.

- **Practice Suits:** Females- one piece swimsuit required. 2 piece suits not allowed
- Males- Jammers or Briefs required. No swim trunks.
- **Swim Meet Apparel:** Athletes are expected to wear a team shirt, current team cap, and a black suit at all competitions. (Swimmers must purchase a black swimsuit on their own as part of their swim meet attire.)
- **Online Store:** SMAC has an online store, accessible on the website, to make shopping for your swimmer easier.

Required Training Equipment by practice group:

- **All Swimmers:** Goggles + 1 extra pair. Goggles for smaller swimmers, particularly, need to fit their face For smaller swimmers, SMAC recommends:
 - Speedo Jr Vanquisher Non-Mirrored; Speedo Jr. Vanquisher Mirrored
 - Speedo Skoogles Non-Mirrored; Speedo Skoogles Mirrored
 - Tyr Black Ops
 - Arena Tracks

PLEASE DO NOT BUY THE FIRST AMAZON RESULT FOR "GOGGLES". IT IS A PAIR OF LARGE GOGGLES WITH A CLIP IN THE BACK. THESE ARE NOT SUITED FOR MOST YOUNG CHILDREN AND THEY WILL BREAK QUICKER THAN OTHER GOGGLES OUT THERE.

- **Stroke School:**
 - Rubber, long swim fins - Speedo Trialon Long Blade Fin or TYR Flexfins
 - Junior Kickboard - Speedo or TYR
- **Bronze:**
 - Rubber, long swim fins - Speedo Trialon Long Blade Fin or TYR Flexfins
 - Junior Kickboard - Speedo or TYR
 - Bullet Head Swim Snorkel
- **Silver:**
 - Short Swim Fins - TYR Crossblade Fin, Speedo, or Sporti
 - Junior Kickboard - Speedo or TYR
 - Paddles - Speedo Power Paddle Plus, Stroke Maker Paddles, TYR Catalyst Training Paddles
 - Speedo Bullet Head snorkel, TYR Ultralite 2.0, or TYR Ultralite Elite
 - Pull Buoy
- **Gold and Gold Elite:**
 - Short Swim Fins - TYR Hydroblade Fin, Arena Powerfin, DMC Elite Fins
 - Junior Kickboard - Speedo or TYR
 - Paddles - Speedo Power Paddle Plus, Stroke Maker Paddles, TYR Catalyst Training Paddles
 - Speedo Bullet Head snorkel, TYR Ultralite 2.0, or TYR Ultralite Elite
 - Pull Buoy

EQUIPMENT DEADLINE: All athletes must have all required training equipment by 9/13. Athletes that join the team mid-season must have all required training gear within 2 weeks of beginning their first practice. If purchasing equipment is a burden your family cannot carry, please speak to Coach Dan.



REGISTRATION INFORMATION

MEMBERSHIP: Online registration is the only way to confirm your swimmer's placement with SMAC. Completion of online registration indicates that you understand and agree to all team policies, team financial policies, and all other policies laid out in the SMAC Team Handbook. Make sure that you have read this document in its entirety.

HOW TO REGISTER

1. Navigate to SMAC home page: <https://www.gomotionapp.com/team/smacnc/page/home>
2. Click "Registration 2023-2024"
3. Read through the SMAC Team Handbook and policy and procedures thoroughly.
4. Scroll to the bottom of the page and complete the online registration.
5. Please verify all information is up to date if you are re-registering. This includes shirt size as well as your account information.
 - a. Make sure you have entered the correct shirt size. There are no refunds or exchanges for entering the incorrect size. If in doubt, go a size up.
6. **Bulk payments for a season:** These should be made with Cash or Check made out to SMAC. (All payments of more than \$500 should be made with a check.) Bulk payments are non-refundable.
7. Regardless of your method of payment, **all members must have an up-to-date credit card on file through the teamunify website.** Payments for meets are billed via card at the beginning of each month for the previous month's charges.

Key Dates

- **Registration for Returning Members:** Open July 24, 2023.
- **Registration for New and Returning Members:** Begins July 31, 2023.
- **First Practice 2023-2024:** August 28, 2023.
- **Parent Meeting:** August 17 at 5:00pm at the Waynesville Rec Center
- **Bulk payment options are due by September 1st.** This is non-refundable and includes a discount for the year. This should be paid with a check and can be deposited into the SMAC box in the Rec Center or mailed to SMAC at PO Box 452, Waynesville, NC 28786.
- **Required Documents for Membership:** Due September 1, 2023.

DOCUMENTS REQUIRED FOR MEMBERSHIP

New Athletes

- [Proof of Age Form, available on the team website.](#)
- Allergies/Medical Condition - let coaches know in writing if your athlete has a specific food allergy or medical condition.
- **Required Safe Sport Training:**
 - "Safe Sport for Athletes" Course Completion Certificate for 12 and older athletes
 - "Athlete Protection Training" Course Completion Certificate for 18 and older athletes
 - **These certificates/tests can be found under the "Education" tab in your USA Swimming account**
- Signed Agreements to Team Policies



Returning Athletes

- **Required Safe Sport Training:**
 - **“Safe Sport for Athletes” Course Completion Certificate for 12 and older athletes**
 - **“Athlete Protection Training” Course Completion Certificate for 18 and older athletes**
 - **These certificates/tests can be found under the “Education” tab in your USA Swimming account**
- Allergies/Medical Condition - let coaches know if your athlete has a specific food allergy or medical condition.
- Signed Agreements to Team Policies



Membership Dues and Financial Policies

Group	Bulk Payment Calendar Year	Monthly Installments
Gold Elite	\$1,350	\$135
Gold	\$1,200	\$120
Silver	\$950	\$95
Bronze	\$750	\$75
Stroke School	N/A	\$75

By joining SMAC, you agree to the payment of monthly dues or the year pay option.

You also agree to paying the fees for your swimmer to participate in meets. For families that paid the year pay option, they will still be responsible for swim meet related fees that are billed monthly, which will be billed to the credit card on file.

Having a credit or debit card on file is required for membership. All accounts should utilize the AutoPay function of the team's TeamUnify website. Once your registration is approved, you will be responsible for making sure the AutoPay portion of your account is established.

Registration fee of \$50 is due annually for Gold, Silver and Bronze. This fee covers the cost of a shirt, cap, mesh equipment bag, and administrative and processing fees. This fee is due along with your first payment. Make sure you have entered the correct shirt size during registration or during shirt orders. There are no refunds or exchanges for entering the incorrect size.

Registration fee of \$30 is due for Stroke School. This fee covers a cap and shirt

Rec Center Membership: The Waynesville Recreation Center also requires that all members of SMAC maintain a monthly membership with the Rec Center. This is to ensure that we are all covered under insurance in the case of emergencies at practice. All Rec Center Membership payments are due at the front desk.

Rates will not increase if your swimmer is promoted to the next group in the middle of the season. The group you initially signed up for will be the rate you pay as the year progresses.



All monthly installments are due on the 1st of each month. These fees are paid through our online payment system. This includes meet fees for athletes that have paid in full for the season. Account balances can be seen on your TeamUnify account at any point. **Outstanding balances will be charged to the payment method on file on the first of each month. If a swimmer participates one time during the month, dues are payable for the entire month.**

Bulk payments are non-refundable. These payments include a discount on training fees for the calendar year. This amount does not include meet fees.

Other Fees: Items including, USA and NC Swimming meet fees, coaches travel, or other items are separate from monthly training fees. These expenses will be added to your account as they occur.

Accounts more than 30 days past due will be suspended. Swimmers of these accounts will not be allowed to practice or participate in any team related functions until the account is up to date.

Returning athletes must have \$0 account balance before being accepted on the team for the new season.

Meet Fees will be invoiced in each month they occur and will be charged with all other recurring charges.

Accounts with outstanding balances may be prohibited from a competition.

Multiple athlete discount: For families with multiple swimmers, there will be a 5% discount applied on each additional athlete on training fees.

Parents that become USA Swimming officials will not have meet fees for SMAC hosted meets in which they officiate. SMAC needs officials in order to be able to host local competitions. To become a USA Swimming Official, parents must complete all requirements of the [USA Swimming Officials Apprenticeship Program](#). SMAC will cover the cost of training once it is fully completed and you are certified as a USA Swimming official.



EARLY TERMINATION AND WITHDRAWAL

Athletes register for the team with the expectation that they will compete for the entirety of a season.

There is no refund given for the year pay option. The sole exceptions shall be death in the immediate family, injury to the swimmer, or the family moves for work-related reasons.

No fees will be refunded in the case of expulsion or suspension.

ACCOUNT HOLDER PRIVACY POLICY

Financial officers will only discuss the account status and business transactions with the primary account holder. Payments may be accepted toward an account by another individual with the permission of the account holder. Information regarding account status may be discussed with, but is not limited to, the primary account holder, Business Manager, Head Coach, Accountants Office. Account status confidentiality will be maintained.



SWIM MEET POLICIES AND PROCEDURES

Swim Meets are a critical part of the SMAC experience. All athletes are either required or encouraged, depending on the level, to attend and compete at swim meets. They are our “games” and the place for team members to see their hard work pay off, develop a competitive mindset, and enjoy the spirit and energy that comes with being part of a team. Bronze athletes will have the ability to compete in regional meets about once a quarter. Gold and Silver athletes compete approximately once per month at various locations. Families should plan to keep meet weekends free.

Meet Entry Process: Upon registration for SMAC, all Gold Elite, Gold, and Silver athletes are entered in each meet appropriate for their designated practice group. Athletes on SMAC are expected to attend meets. **Should an athlete need to withdraw from a swim meet, they must do so by the meet deadline.**

- The meet attend/decline/withdrawal deadlines are specific for each meet and are posted on SMAC’s website under “Events”.
- Athletes may withdraw from the meet in whole or in part. If you can only attend one day of a meet, please make sure to include that in the Notes Section of a specific event before the deadline.
- Athletes that are entered in a meet are expected to attend the meet. Athletes that withdraw from a meet AFTER the withdrawal deadline will be billed for the meet as if they were participating. (SMAC is still charged for your swimmer to be entered into a meet whether or not your swimmer swims.)
- Use the Team Website to confirm meet details or withdraw your athlete before the deadline.
- Please keep swim meet weekends free.
- Make sure to read the meet announcements on the SMAC Event page of the website.
- Specific event information will be sent out as soon as it is received from the meet host, typically two to three weeks leading up to the meet via email. Specific event information includes arrival time, warm up lane assignments, heat sheets, specific facility rules, and other pertinent information

Specific Event Registration: Coaches will work with your athlete and enter them in appropriate events for competition. If there is a specific event(s) that a swimmer wants to swim, please write that in the notes section for that meet and save the changes. Parents should confirm the appropriate day/sessions that their family will be attending prior to the deadline. Please note that the head coach has final discretion over all swimmer entries.

Preparation: All athletes attending a meet must participate in practices the week leading up to the meet. Parents should not have their athletes “rest” by taking days off leading up to a meet. These practices are vital in the preparation process for SMAC athletes and built into the training plan.

Meet Conduct: Athletes entered in a meet after the registration deadline are expected to participate at the meet in all events in which they are entered.

- In the event of an injury, illness, or family emergency that requires an early departure, parents should communicate with a coach the reason for departure.
- Athletes are required to wear SMAC team apparel at meets. This includes team shirts, caps, and a black bathing suit.
- If an emergency occurs and your athlete is not able to attend a session, please contact your coach immediately via text or phone call.



Championship Meets and Qualifying Time Standard Meets. Athletes are to participate in the highest level meet for which they qualify. Our State Championship Meets are NC Age Group Champs, NC Senior Champs. We also attend many national level meets depending on the number of qualifiers. National level meets include Sectionals, ISCA Championships, Futures, Winter Juniors, Summer Juniors, and many others depending on the qualifying criteria.

- 14 and Under athletes must have at least 1 qualifying NC State Championship Time Standards cut and Coach Dan's approval to participate in NC State Championships.
- **Prelims/Finals** - athletes that qualify for finals are expected to participate in finals. Please communicate with the coach on deck if there is an issue for your swimmer to swim in finals.
- Senior athletes will work with their coach to determine the appropriate end of season championship meet schedule.

Travel:

- Information about travel will be issued along with specific meet information. For some meets SMAC may secure a discounted price for a block of reserved rooms. However, it will be up to each family individually to book their hotel rooms.
- SMAC coaches do not book hotel, travel, airfare, or book other travel accommodations for members.



MEET SCHEDULE- Short Course 2023-2024

Dates	Meet Name	Location	Roster Group
10/7-10/8	BAQ Freestyle Frenzy	Asheville JCC	Silver/Gold/Gold Elite
10/20-22	Gold October Invite	Cumming Aquatic Center	Bronze/Silver/Gold/Gold Elite
11/18-11/19	Gourd Time Gathering	Waynesville Rec Center	All groups
12/8-12/10	EAC Winter Invitational	Greensboro Aquatic Center	Gold/Gold Elite
12/16-12/17	Snowky Mountain Invite	Waynesville Rec Center	All groups
1/27-28	Polar Bear Invite	Kingsport Aquatic Center	Bronze/Silver/Gold/Gold Elite
2/15-18	NC Age Group Championships	Triangle Aquatic Center	Qualified Athletes
2/22-25	NC Sr Championships	Triangle Aquatic Center	Qualified Athletes
3/21-25	Tar Heel States	TBD	Selected/approved athletes
Late March	ISCA Championships (Age Group)	TBD/Florida	Qualified Athletes
Early April	ISCA Championships (Senior)	TBD/Florida	Qualified Athletes

*A few more meets may be added throughout the season, so please stay tuned for any potential changes!



TEAM COMMUNICATION POLICIES

SMAC coaches work to communicate all information you need for you and your swimmer to be in the know, have a good experience, and be excited about the program and all the opportunities we offer. There are several critical paths that coaches can communicate with you, aside from direct face to face communications and interactions:

- You will receive emails from your child's coach that are your primary source of information. Please read them carefully when they arrive.
- You will also receive team emails to help keep you informed of SMAC practices, meets, events, volunteer opportunities and items of interest.
- We encourage you to stay engaged with SMAC by using our website.
- Interact with us on social media. SMAC has an active presence on Facebook and Instagram.

Guidelines for Communicating with your Coach

We encourage you to communicate with your coach. It is important that parents and athletes learn how to ask questions and be engaged in the process to become a better swimmer and develop a relationship with the coaching staff. When you have a specific question or concern regarding your swimmer, go directly to your swimmer's lead coach. Most questions are answered quickly at this level. Coach Dan is the primary contact for all groups.

Staff roles, email addresses and phone numbers are available on the website and/or will be emailed out to the team at the beginning of the season.

To contact a coach you may email, text or call. Please use the following guidelines for communication:

- **Email:** For questions that are logistical in nature and specific to your swimmer(s) such as practice time, missing practices, attending meets, etc. or if you would like to set up a meeting with a coach.
 - Emails will be answered within one business day.
 - Emails received over a meet weekend will be replied to no later than Tuesday after the meet.
- **Phone Call:** If you need to schedule a phone call, please do so via email.
- **Texts:** Texting should be reserved for meet related or urgent matters. You may not receive a text back unless it is a quick question that only needs a short response. Texts must follow all Safe Sport guidelines listed in this handbook.
- **Please remember to respect your coach's personal time.** Texts or phone calls will not be answered on days or times that coaches are not working.



OTHER TEAM POLICIES

In registering and joining SMAC, you and your athlete are agreeing to all team policies. SMAC reserves the right to deny or revoke any membership if any of the following policies are violated. All details of each policy can be read on the SMAC website

<https://www.gomotionapp.com/team/smacnc/page/home> and are also listed below. In signing up for the team, you are agreeing to all policies laid out in the 2023-2024 SMAC Handbook.

- Release of Liability
- Media Release
- Medical Release Waiver
- Athlete Code of Conduct
- Parent Code of Conduct
- Electronic Communication Policy
- USA Minor Athlete Abuse Prevention Policies and Safe Sport Guidelines
- Drugs and Alcohol Policy
- Communication Expectation Policy
- Safe Sport Policy and Bullying Action Plan

Release of Liability

In joining SMAC, all parents or guardians hereby releases SMAC, its employees, board members, directors and volunteers from any liability arising out of any injury to the swimmer(s) which may occur while the swimmer(s) is/are participating in the SMAC program, including, but not limited to, practices, meets, travel trips, and other team activities, or while the swimmer(s) is/are using facilities owned, leased or used by SMAC. Parents or guardians acknowledge that a medical professional has authorized my child(ren)'s participation in SMAC programs.

Media Release

In joining SMAC, I hereby authorize SMAC to use photographs and/or video of me, my child(ren), and/or my property and authorize the club and its assignees, licensees, legal representatives and transferees to use and to publish (with or without my name, child/children name(s), company name, or with a fictitious name) photographs, pictures, portraits or images herein described in any and all forms of media and in all manners including composite images or distorted representations and for the purposes of publicity, illustration, commercial art, advertising, publishing (including publishing in electronic form or internet websites), for any product or services, or other lawful uses as may be determined by SMAC for as long a time period as SMAC determines the usage thereof is necessary. I further waive any and all rights to review or approve any uses of the images, any written copy or finished product.



Medical Release Waiver

In joining SMAC, I certify that I am the parent or legal guardian for my child(ren). In joining SMAC, I hereby give my permission for any supervisor, coach or other team administrator associated with SMAC to seek and give appropriate medical attention for our child(ren) in the event of an accident, injury, or illness. I will be responsible for any and all costs associated with any necessary medical attention and/or treatment.

In joining SMAC, I hereby waive, release and forever discharge SMAC and any associated supervisor, coach, board member, or other team administrator from all rights and claims for damages, injury, loss to person or property which may be sustained or occur during participation in SMAC activities, whether or not damages or loss is due to negligence. In joining SMAC, I hereby acknowledge that my child(ren) is (are) physically fit and capable of participation in all SMAC activities.



ATHLETE AND PARENT CODE OF CONDUCT

Athlete Code of Conduct

1. All SMAC athletes are to treat all teammates, opponents, officials, parents, coaches, timers, and meet representatives with the highest level of respect. SMAC swimmers are to be known for their sportsmanship, proper meet and practice etiquette, and leadership.
2. All SMAC athletes are to be encouraging of their peers and teammates, participate in team cheers, and assist their younger/less experienced teammates.
3. Athletes are to be **punctual** and **prepared** for every practice or training session. **Punctual** means that all swimmers should be either in a suit and goggles ready to dive in or wearing appropriate dryland attire when practice begins. **Prepared** swimmers are athletes that are ready to work and have all necessary practice equipment. If at a meet, prepared swimmers have the correct competition uniform - team shirt, team cap, and team suit, all of the correct size and not excessively worn.
4. Swimmers will arrive at meets dressed in the correct team uniform. Athletes not wearing the correct team uniform may be scratched from the meet.
5. Swimmers will attend practices consistently and meet practice attendance requirements. Swimmers will attend all team meetings.
6. **All swimmers must arrive 15 minutes before the start of scheduled meet warm-ups** and be prepared to swim at the start of warmups. If a swimmer will be late to warm-ups, or not attending a session, the Coach on Duty must be called in advance. Swimmers arriving after the start of warm-up are subject to being scratched from the meet.
7. When wearing any item representing SMAC, the athlete will remember that their actions and words reflect on the team.
8. When an athlete is representing North Carolina Swimming in any event (i.e. Zones), the swimmer should uphold this Code of Conduct, remembering that their actions and words reflect on the team.
9. Coaches may dismiss a swimmer from SMAC-related activities if he or she disrupts or limits the performance of another swimmer in practice or at meets.
10. Team areas at meets and practice are to be kept neat and all trash should be handled appropriately. Swimmers must clean up after themselves. Coaches and parents will not take on this responsibility.
11. No loud or boisterous behavior will be tolerated in the hallways, public areas, or on pool deck at meets or at our practice facilities.
12. In a preliminary/final competition, swimmers who qualify for finals are expected to participate in the finals session.
13. Questions swimmers have concerning meet results, an officiating call, or the conduct of the meet should be directed to a SMAC coach. The coach(es) will then pursue the matter through all appropriate channels.
14. No swimmer will physically assault a teammate, opponent, parent or coach.
15. Verbal violence and/or disrespect will not be tolerated from any swimmer.
16. The consumption or purchase of alcohol, cigarettes, vape pens, chewing tobacco, or use of any illegal drug or substance of any kind will not be allowed. Any team member found or suspected to be in possession of or partaking in any of the above activities will be subject to suspension and/or expulsion from SMAC.
17. If an incident takes place outside the jurisdiction of SMAC (practice facilities, swim meets, or other team functions) that poses a detriment to other athletes or causes harm to team unity on SMAC, any individual or individuals involved in that incident will become subject to consequences laid out in



the SMAC Code of Conduct.

18. Violations of rules laid out by the code of conduct while on a travel trip will result in the athlete being sent home from the meet at their family's expense.

Parent Code of Conduct

1. All parents must remember that the coaching staff has the final say on all team matters. This includes but is not limited to, training plans, practice group placement, event entries, meet schedule, relay order, discipline, etc.
2. Parents are expected to treat all athletes, fellow parents, officials and meet volunteers with the highest level of respect.
3. Parents are never allowed to speak for the Head Coach, or any other team staff, unless designated to do so.
4. Parents will bring their athlete(s) to the required practices on time and keep track of any practice schedule changes.
5. Parents will pick up their athletes no more than 15 minutes after the end of practice
6. Parents will respond in a timely fashion to requests from the coaches regarding team-related activities, such as meet commitments, practice group changes, practice schedule changes, swimmer issues, etc.
7. At meets, parents will not attempt to engage the coach(s) in discussion of issues not pertaining to the meet itself.
8. Parents are responsible for keeping track of upcoming meets and their athlete's meet schedule. Changes in meet schedule due to unforeseen family obligations need to be relayed to the coach(s) in a timely fashion.
9. When wearing any item representing the team, parents should remember that their actions and words reflect on the team.
10. Questions swimmers have concerning meet results, an officiating call, or the conduct of the meet must be directed to a coach. The coach(es) will then pursue the matter through all appropriate channels.
11. No parent will physically assault a teammate, opponent, parent or coach.
12. Verbal violence and/or disrespect will never be tolerated from any parent.
13. The consumption, purchase of, or use of any illegal drug or substance of any kind will not be allowed. Any parent member found or suspected to be in possession of or partaking in any of the above activities at any team related event will be subject to suspension and/or expulsion from all team practices, activities, and events. The Waynesville Rec Center along with most of the other swim meet facilities that we attend are alcohol, smoking/vaping, tobacco, and drug free facilities.
14. Any violation of this code will result in a response that could be verbal or written and may result in probation, or temporary/permanent suspension.

Athlete and Parent Code Conduct Violation Policy: In the event of serious code of conduct offenses, the following policy will be in effect:

- a. 1st offense: Sit down meeting with Coach, Board member, Parent/Guardian, and Athlete to discuss the event. Athletes will not be allowed back at practice until the meeting takes place.
- b. 2nd offense: Athlete is suspended from the team for two weeks.
- c. 3rd offense: Athlete is suspended from the team indefinitely.
- d. ***Families are subject to all dues during the suspension period.***



USA Swimming Safe Sport and the Minor Athlete Abuse Prevention Policy

WHAT IS SAFE SPORT? The U.S. Center for SafeSport is an independent, nonprofit organization committed to ending all forms of abuse in sports. This includes bullying, harassment, hazing, physical abuse, emotional abuse, and sexual

misconduct and abuse. SafeSport requires all USA Swimming club members to have certain policies in place to ensure the team members and staff are informed of and follow the proper procedures in place for the club. The Safe Sport goal is to foster a fun, healthy, and safe environment all while preventing and responding to abuse and misconduct.

All member clubs are required to comply and implement USA Swimming's Minor Athlete Abuse Prevention Policy. Please read this information CAREFULLY as it pertains to athlete safety and contains important policy changes. The Minor Athlete Abuse Prevention Policy changes pertain to team operations in a few key areas:

- **Applicable Adults** - Athlete members and non-member athletes ages 18 and older.
- **One on One Interactions**
- **Communication** - Social Media, Email, Phone Conversations, and Text Messages
- **Team Travel:** This includes travel to and from all team-related activities.
- **[USA Swimming Athlete Protection Training:](#)** All athlete members aged 18 and older.

All non-athlete members ages 18 and older must take the training.

- IF YOU ARE AN 18 AND OLDER ATHLETE, YOU ARE AN APPLICABLE ADULT AND YOU MUST TAKE THE TRAINING. No exceptions.
- Applicable adults that do not take the training will become ineligible to participate with USA Swimming and SMAC. All practice and competitions will cease until you have completed the training.
- Once completed, please email Coach Dan and Coach Sydney your certificate of completion.

Applicable Adults: Who are Applicable Adults?

- All USA Swimming non-athlete members and adult athlete members;
- Participating non-members (e.g., meet marshals, meet computer operators, timers, etc.);
- LSC and club adult staff and board members; and
- Any other adult authorized to have regular contact with or authority over minor athletes.
- **Athlete Protection Training:** All athlete members ages 18 and up must take Athlete Protection Training. All non-athlete members must take the training. [Athlete Protection Training is located here.](#) Once completed, please email Coach Dan your certificate of completion.



One on One Interactions

Observable and Interruptible: One-on-one interactions between a minor athlete and an Applicable Adult (who is not the minor's legal guardian) will occur at an observable and interruptible distance from another adult unless meeting with a Mental Health Care Professional and/or Health Care Provider (see below) or under emergency circumstances. Meetings: Meetings between a minor athlete and an Applicable Adult may only occur if another adult is present and where interactions can be easily observed and at an interruptible distance from another adult, except under emergency circumstances.

- In the event that a one-on-one meeting takes place, the door to the room will remain unlocked and open. If available, the meeting will occur in a room that has windows, with the windows, blinds, and/or curtains remaining open during the meeting.
- Meetings will not be conducted in an Applicable Adult or athlete's hotel room or other overnight lodging location during team travel.
- Meetings with Mental Health Care Professionals and/or Health Care Providers: If a Mental Health Care Professional and/or Health Care Provider meets with a minor athlete in conjunction with participation, including at practice or competition sites, a closed-door meeting may be permitted to protect patient privacy provided that:
 - The door remains unlocked;
 - Another adult is present at the facility;
 - The other adult is advised that a closed-door meeting is occurring; and
 - Written legal guardian consent is obtained in advance by the Mental Health Care Professional and/or Health Care Provider, with a copy provided to the club.
- **Individual Training Sessions:** Individual training sessions outside of the regular course of training and practice between Applicable Adults and minor athletes are permitted if the training session is observable and interruptible by another adult. Legal guardians should observe the training session.

Communication

- **Content:** All electronic communication from Applicable Adults to minor athletes must be professional in nature.
- **Open and Transparent:** Absent emergency circumstances, if an Applicable Adult with authority over minor athletes needs to communicate directly with a minor athlete via electronic communications (including social media), the minor athlete's legal guardian will be copied. If a minor athlete communicates to the Applicable Adult (with authority over the minor athlete) privately first, said Applicable Adult will copy the minor athlete's legal guardian on any electronic communication response to the minor athlete. When an Applicable Adult with authority over minor athletes communicates electronically to the entire team, said Applicable Adult must copy another adult.
- **Requests to Discontinue:** Legal guardians may request in writing that their minor athlete not be contacted through any form of electronic communication by the club, LSC or by an Applicable Adult subject to this Policy. SMAC will abide by any such request that the minor athlete not be contacted via electronic communication absent emergency circumstances.
- **Prohibited Electronic Communication:** Applicable Adults with authority over minor athletes will NEVER maintain private social media connections with unrelated minor athletes and such Applicable Adults are not permitted to accept new personal page requests on social media platforms from minor athletes, unless the Applicable Adult has a fan page, or the contact is deemed as celebrity contact as opposed to regular contact. Existing social media connections with minor athletes must be discontinued. Minor athletes may "friend" the club and/or LSC's official page.
 - Applicable Adults with authority over minor athletes will NEVER send private, instant or direct messages to a minor athlete through social media platforms.



Locker Room Procedures

At our club, we take locker room monitoring and misconduct very seriously to ensure a safe and respectful environment for everyone. Our procedure includes regular supervision by trained staff and clearly posted guidelines on acceptable behavior. Any instances of misconduct are promptly addressed, with a clear process for reporting and investigating complaints. Both swimmers and parents are held to the same standards and are expected to follow the guidelines equally. Consequences for violations are applied consistently, regardless of who is involved, to maintain fairness and integrity within our community.



TEAM TRAVEL

Local Travel: Local travel consists of travel to training, practice, and competition that occurs locally and does not include coordinated overnight stay(s). Carpool drivers are considered applicable adults.

- Applicable Adults must not ride in a vehicle alone with an unrelated minor athlete, absent emergency circumstances, and must always have at least two minor athletes or another adult in the vehicle unless otherwise agreed to in writing by the minor athlete's legal guardian.
- Legal guardians must pick up their minor athlete first and drop off their minor athlete last in any shared or carpool travel arrangement.

LOCKER ROOMS AND CHANGING AREAS

- **Requirement to Use Locker Room or Changing Area:** The designated locker room or changing area must be used when an athlete or Applicable Adult changes, in whole or in part, into or out of a swimsuit when wearing just one suit (e.g., deck changing is prohibited).
- **Use of Recording Devices:** Use of any device's (including a cell phone's) recording capabilities, including voice recording, still cameras and video cameras in locker rooms, changing areas, or similar spaces by a minor athlete or an Applicable Adult is prohibited.
- **Undress:** An unrelated Applicable Adult must not expose his or her breasts, buttocks, groin or genitals to a minor athlete under any circumstance. An unrelated Applicable Adult must not request an unrelated minor athlete to expose the minor athlete's breasts, buttocks, groin or genitals to the unrelated Applicable Adult under any circumstance.
- **One-on-One Interactions:** Except for athletes on the same team or athletes attending the same competition, at no time are unrelated Applicable Adults permitted to be alone with a minor athlete in a locker room or changing area, except under emergency circumstances. If the organization is using a facility that only has a single locker room or changing area, separate times for use by Applicable Adults must be designated.
- **Monitoring:** The club will regularly and randomly monitor the use of locker rooms and changing areas to ensure compliance with the above policies. Locker rooms and changing areas may be monitored by use of the following methods:
 - Conducting a sweep of the locker room or changing area before athletes arrive.
 - Posting staff directly outside the locker room or changing area during periods of use.
 - Leaving the doors open when adequate privacy is still possible and/or
 - Making occasional sweeps of the locker rooms or changing areas with women checking on female locker rooms and men checking on male locker rooms.
 - **Legal Guardians in Locker Rooms or Changing Areas:** Legal guardians are discouraged from entering locker rooms and changing areas. If a legal guardian does enter a locker room or changing area, it must only be a same-sex legal guardian and the legal guardian should only enter to assist their child. The Waynesville Rec Center has locker rooms designated for families- Mothers assisting sons or Fathers assisting daughters. These should only be used when a swimmer requires assistance from an opposite sex legal guardian.



Safe Sport Policy and Bullying Action Plan

Bullying is prohibited. For the purposes of the Code of Conduct, the term “Bullying” shall mean, regardless of when or where it may occur, the severe or repeated use by one or more team members (“Members”) of an oral, written, electronic or other technological expression, image, sound, data or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination thereof, directed at any other Member that to a reasonably objective person has the effect of: (i) causing physical or emotional harm to the other Member or damage to the other Member’s property; (ii) placing the other Member in reasonable fear of harm to himself/herself or of damage to his/her property; (iii) creating a hostile environment for the other Member at any swimming activity; (iv) infringing on the rights of the other Member at any USA Swimming activity; or (v) materially and substantially disrupting the training process or the orderly operation of any USA Swimming activity (which for the purposes of this section shall include, without limitation, practices, workouts and other events of a member club or LSC).

Bullying Repercussions:

- **1st Instance** – Immediate meeting with the athlete. A Subsequent meeting with parent(s) of athlete, and discussion on how to stop this from occurring in the future; written documentation from all parties as to the nature of the bullying.
- **2nd Instance** – Immediate 2 week suspension from ALL team activities. Written report of incident from all parties, along with the report being placed in the athlete’s personal file.
- **3rd Instance** – Immediate permanent removal from ALL team activities. Athlete and parents will be notified via email, phone, and/or postal mail of the removal. A formal hearing will be set to discuss the reinstatement of the athlete. The hearing will be held with the parents, athlete, SMAC Board Members, and the Head Coach. The SMAC Board of Directors will make the final determination.

This policy shall be in effect immediately, and will remain in effect until SMAC deems unnecessary.

This policy is in addition to the Code of Conduct policies already established by SMAC.



Drugs and Alcohol Policy

SMAC recognizes that parents are the first and most important teachers of their children with regard to the use of alcohol, drugs, and tobacco / vaping products and that parents are primarily responsible for their children's behavior in these matters. However, it is SMAC's organizational policy that any behavior that could bring discredit to the club is a legitimate cause of concern and falls within the purview of club review.

SMAC is a competitive swimming organization committed to excellence at all levels. The club expects that all of its swimmers abstain from the illegal use of drugs and alcoholic beverages and the use of tobacco (including vape) products. The club will maintain a wholesome and safe environment in which swimmers can develop their athletic potential and grow into mature young adults.

To these ends, the club has adopted the following policies:

1. A swimmer shall not engage in any behavior involving the illegal use of alcoholic beverages, tobacco, vaping, illegal drugs, or controlled substances, which tend to bring discredit to the swimmer or SMAC or knowingly remain in the presence of those engaged in such behavior(s). This prohibition shall apply at all times.
2. A swimmer shall not possess, use, or be under the influence of an alcoholic beverage while on the club premises or during a team event.
3. A swimmer shall not possess or use a controlled substance on the club premises unless it has been prescribed for the swimmer by a physician and is in the original container with the prescription label attached. A "controlled substance" is any drug for which a prescription is required.
4. A swimmer shall not use, possess, be under the influence of, or distribute to another person any drug paraphernalia or any illegal drug. "Drug paraphernalia" means any device designed or used for the purpose of introducing a drug into the body, including, for example, rolling papers, bongs, and crack pipes. "Illegal drug" means any drug which is illegal under the laws of the State of North Carolina and any drug or substance which is banned by USA Swimming, the United States Anti-Doping Agency, the International Olympic Committee, or the World Anti-Doping Agency. Illegal drugs include, for example, marijuana, cocaine, and steroids. This prohibition shall apply at all times.
5. If it is discovered that a swimmer is in possession of, using, or distributing illegal drugs, drug paraphernalia, alcoholic beverages, or tobacco / vaping, a parent or the legal guardian of the swimmer will be notified.
6. A "team event" includes any swim meet, travel trip, event, or activity in which the swimmer participates as a member of SMAC. "SMAC premises" includes any facility owned, leased, or used by SMAC for a meet, practice, or any other club-sponsored event or activity.



Penalties/Consequences for Violations

Registered SMAC members acknowledge receipt of and commitment to the Drug, Alcohol and Tobacco Policy. Adherence to the policy and the penalties below are necessary to maintain membership at SMAC.

1. If the head coach determines that a swimmer has or may have violated the policies listed above, the head coach will determine the penalty/consequences for the violation after consultation with the swimmer's coach and parent or legal guardian. The penalty or consequences for a violation of team policies will be at the discretion of the head coach and/or SMAC Board of Directors. The penalties or consequences may include, but are not limited to one or more of the following:
 - a. Counseling by the coach or designee
 - b. Community Service
 - c. Restriction from team trips and/or swim meets
 - d. Loss of privileges
 - e. Probation
 - f. Suspension
 - g. Dismissal from the club
2. In addition to any penalty imposed, a swimmer who is found to have violated a team policy relating to the use or possession of drugs or alcoholic beverages may be required to have an assessment to determine their risk for chemical dependency as a condition for remaining in the club. Upon request, SMAC will provide a list of assessing agencies from which the swimmer may choose. If a substance abuse problem is identified by an assessing agency, the swimmer must successfully complete the treatment program recommended by the agency as a condition of remaining in the club. Any costs associated with the requirements outlined in this paragraph will be borne by the swimmer and his/her parent(s) or legal guardian.
3. When the head coach determines a swimmer has violated a team policy that requires a penalty/consequence beyond counseling by the coach or designee, the head coach shall report such violation and the penalty/consequence as soon as possible to the SMAC Board of Directors. In those situations that call for a penalty/consequence beyond counseling by the coach or designee, the head coach shall also create and maintain a written record of the violation and penalty/consequence in each case.
4. In the event of suspension or dismissal, a swimmer, his parents or legal guardian may appeal the decision with the SMAC Board of Directors. The swimmer and his/her parents or legal guardian shall have the right to appear before the SMAC Board of Directors to argue against the suspension or dismissal and may have, at their election, an additional person appear with them to represent their interests. The Board of Directors may affirm, modify, or reverse the action of the head coach. While appeal is pending, the suspension or dismissal will be stayed.
5. If a swimmer is suspended from the club, there will be no refund or abatement of dues for the period of suspension. If the swimmer is dismissed from the club, the contract between SMAC and the swimmer's parent or legal guardian will terminate on the date the dismissal becomes effective. However, the parent or guardian will be liable for the dues and fees incurred up to the effective date of the dismissal and for the remainder of the season.



Helping Swimmers Is Our First Priority

If a swimmer is concerned about his/her own involvement in drugs or alcohol or that of another swimmer, the swimmer is encouraged to talk confidently with a coach. A swimmer who voluntarily discloses to a coach his/her involvement with drugs and alcohol will not be charged with a violation of the team policy as a result of such disclosure. The coach will contact the swimmer's parent(s) or legal guardian. The swimmer will be referred to substance abuse counseling or treatment at his/her own cost. SMAC recognizes the need for sensitivity in dealing with these matters and will make every effort to ensure that confidentiality is upheld and that the privacy of those involved will be maintained and respected.



By signing below, I acknowledge that I have read and agree to all of the aforementioned policies and expectations set forward by Smoky Mountain Aquatic Club.

Signature

Date