



"Building a safe and supportive competitive swimming environment,
which develops youth into responsible young adults of integrity."

Sierra Marlins Swim Team

Team Handbook

Updated August 2025

Welcome to the Sierra Marlins Swim Team (SMST)

We are delighted that you have chosen to join the Sierra Marlins Swim Team, one of the premier swimming programs in the country. By becoming a part of our organization, you join the “Marlin Family,” a community dedicated to excellence in both swimming and personal development.

As a member of USA Swimming, the governing body of our nation's most successful Olympic sport, SMST is committed to providing a rewarding experience that goes beyond physical activity. Our mission is to build a safe and supportive competitive swimming environment that fosters the development of youth into responsible young adults of integrity.

Our coaching staff is dedicated to teaching life skills through swimming. We believe the sport offers much more than physical fitness; it provides opportunities for personal growth, resilience in the face of success and failure, and the cultivation of values such as hard work, goal setting, sportsmanship, and teamwork. We uphold high standards of excellence and safety, holding all members accountable for behaviors that reflect the values of USA Swimming and SMST.

Our program is among the most comprehensive in the country, designed to support each swimmer's journey, regardless of their ability or talent level. Our coaches, with over 40 years of coaching experience, see themselves as educators first and are committed to imparting skills and strategies that athletes can use long after their swimming careers have ended. We take our responsibility to positively impact the lives of our swimmers very seriously.

Our training philosophy is rooted in scientific principles and extensive experience. We offer a holistic approach that includes training, dryland exercises, technique refinement, and preparation, ensuring that those who fully engage with our program will achieve success. SMST provides competitive opportunities at all levels. We compete in our team Block Party Meets, age group open meets, Sectional, Zone, and National championships, including Olympic trials. As swimmers progress to higher levels of competition, they will face more challenging qualifying times and will incur increased costs and travel.

We are committed to the success and improvement of each swimmer to ensure our TEAM reaches its highest potential. Please read this handbook thoroughly and feel free to contact our coaches, board members, or other parents with any questions. Together, Everyone Achieves More (TEAM).

Welcome to the team. We are Marlins PROUD (Personal Responsibility, Respect, Outstanding, Understanding, Dignity) and Marlin Strong. We are confident that you will feel right at home.

Sincerely,

Tim McCormick
Head Coach and CEO
August 2025

SMST Pool Locations

Folsom Aquatic Center at Lembi Park: 1200 Riley Street, Folsom
Vista del Lago High School : 1970 Broadstone Pkwy, Folsom

Requirements to Join the Sierra Marlins Year Round Program

Each group description below has the entry requirements listed. An assessment by the coaching staff prior to joining the team will determine the best fit for your swimmer.

Swimmers may be held in a group below their grade level if the staff believes it is in the best interest of the athlete. There may be rare cases where mid-season move-ups occur or swimmers move up early. That is left to the coaches and Head Coach to determine whether it would be best for the athlete. Each group will have determined entrance and exit requirements.

Minimum meet attendance guidelines

The Sierra Marlins is a competitive swim team and participation in swim meets is a critical component of your child's membership. The coaches understand that there may be conflicts throughout the season that prevent participation in a particular meet. If you are not going to be able to attend a scheduled meet, please be sure to communicate that with your child's coach. **Attending meets not on the team schedule MUST have the written approval of your child's lead Coach prior to registering for the event.**

SMST team swimsuit policy

All team members are required to wear the SMST team suit. The Sierra Marlins are sponsored by TYR Swim. Marlin team members are required to wear team gear to all swim meets. Swim caps worn in practice or in a swim meet must be a Marlin swim cap. Every swimmer should have a team cap, TYR team suit, team T-shirt and team sweatshirt. A team parka is also recommended during the winter months.

The following is the team uniform for a two, three & four day swim meet:

Thursday	Friday	Saturday	Sunday
Black Marlins T-Shirt, Black TYR Swimsuit	Red Marlins T-Shirt, Black TYR Swimsuit	White Marlins T-Shirt, Black TYR Swimsuit	Black Marlins T-Shirt, Black TYR Swimsuit

Practice Pick Up - Age Group Swimmers

Coaches will remain with age group swimmers until they are picked up. Swimmers are expected to remain with their coach or on the swim deck until they are picked up by a parent/guardian. Parents are expected to pick up swimmers within 5 minutes of the end of their designated practice end time.

Parents that fail to pick up swimmers on time will receive a note from the coach. The first two late pickups will be excused. The 3rd and each subsequent late pickup will be charged \$50. This fee will be applied to the payment system on record in TU.

Training Groups - Clinics(Seasonal)

Mini Marlins Clinic

Grade: Kindergarten, 1st, 2nd, 3rd, 4th, 5th

Maximum Age - 10 years (5th grade)

Daily Training: 3 sessions per week (Tues/Wed/Fri), 30 minutes per session

Timeframe: September 2 through November 28, 2025

Practice Location: [Folsom Aquatic Center](#)

Attendance: Strongly encouraged to attend 3 times per week

Entry to Explorer Group Description:

Demonstrate the ability to swim 25 yards of freestyle with a strong kick and side breathing, as well as 25 yards of backstroke. Mini Marlins should also be capable of kicking freestyle with a kickboard and comfortable in the water.

The training program for this group will include drills for long axis strokes and daily kick sets to build endurance. We will introduce interval training and circle swimming, while practicing in a group setting. Kicking and stroke efficiency will be the primary emphasis for this group, as it is a fundamental aspect of competitive swimming.

Skills Coached:

- Level I
 - Long axis kicking (freestyle and backstroke)
 - Long axis drills to build freestyle and backstroke
- Level II
 - Continue long axis development
 - Short axis kicking and stroke development (breaststroke and butterfly) and short axis stroke drills

Gear for Explorer Group

- Marlins Cap/Goggles
- Competition swim suit – endurance fabric encouraged for practices
- Kickboard
- Long floating fins

Meets

- We do not promote swim meets for Mini Marlins as this is strictly a beginning fundamental program(Block Party meets may be an option per coaches discretion)

Annual promotion consideration

- Athletes will only be considered for promotion to the team on a one by one basis as they are deemed ready
- Maximum age 10 (5th grade)

Junior Varsity Clinic

Grades: 5th, 6th, 7th, 8th (4th and 9th graders may be considered on a case by case basis)

Daily Training: 3 sessions per week(Tues/Wed/Fri), 60 minutes per session

Timeframe: September 2 through November 28, 2025

Practice Location: Folsom Aquatic Center

Attendance: Strongly encouraged to attend 3 times per week

Entry to Integrity

- Some swimming experience on a recreational or competitive team. Ability to swim all 4 strokes legally
- This group is ideal for busy teens who compete in multiple sports throughout the year. Swimmers may attend meets(block party/USA Swimming) if desired, but meet attendance is not mandatory, 1-2 meets/cycle is strongly recommended

Skills Coached:

- Kicking for all strokes
- Drills for all strokes with emphasis on precision while increasing speed
- Distance per stroke will be emphasized for all strokes; Stroke Count
- Competitive turns will be used with all sets in practice
- Swimming sets will be expanded while stroke integrity is maintained
- Manage clock; understand intervals

Gear for Integrity Group:

- Marlins Cap/Goggles
- Water Bottle
- Competition swimsuit
- Kickboard
- Long floating fins
- Front swimmer's snorkel(optional)

Meets

- Athletes in Junior Varsity will swim short course meets and long course meets at coaches discretion
- Meet attendance is strongly encouraged but not required - 1-2 meets/cycle is recommended

Annual promotion consideration

- 8th graders will be considered for promotion to Varsity and/or Senior Prep

Ongoing promotion consideration

- 7th and 8th graders may be considered for promotion to Varsity and/or Pre Senior. Promotions are based on attendance and mastery of skills and are at the coaches discretion

Varsity Clinic

Grades: 9th, 10th, 11th, 12th

Daily Training: 3 sessions per week(Tues/Wed/Fri), 90 minutes per session

Timeframe: September 2 through November 28, 2025

Practice Location: [Folsom Aquatic Center](#)

Attendance: Strongly encouraged to attend 3 sessions per week

Entry to Varsity

- Competitive swimming experience on a recreational or year round team. Ability to swim all 4 competitive strokes w/definition. This group is ideal for busy teens who manage multiple sports throughout the school year. Swimmers may attend meets(block party/USA Swimming) if desired, but meet attendance is not mandatory, 1-2 meets/cycle is strongly recommended

Skills Coached:

- Kicking for all strokes
- Drills for all strokes with emphasis on precision while increasing speed
- Distance per stroke will be emphasized for all strokes, plus Stroke Count
- Competitive turns will be used with all sets in practice
- Swimming sets will be expanded while stroke integrity is maintained, aerobic swimming
- Clock management will be applied through intervals

Gear for Senior Fit:

- Marlins cap
- Water Bottle
- Competition swimsuit
- Athletic clothing/shoes for dry land
- Kickboard
- Long floating fins
- Front swimmer's snorkel(optional but recommended)

Ongoing promotion consideration

- Swimmers with attendance greater than 80% and Sierra Nevada Swimming Senior Times in 2 different events (50/100 Free count as the same event) may be considered for promotion to Senior Prep and/or Senior Group.

Age Group Programming - Year Round

White Group

Grade: Kindergarten, 1st, 2nd (3rd)

Maximum Age - 10 years (5th grade)

Daily Training: 5 days/week 45 minutes water, 15 minutes dry-land 2-5 times weekly

Practice Location: [Folsom Aquatic Center](#)

Attendance: Strongly encouraged to attend at least **3 times per week**

Entry to White Group: Ability to kick 20 x 50 @ :40 interval. 50 freestyle with strong kick and side breathing, 50 backstroke, ability to kick 8x25 breaststroke kick with a board and a desire to listen and learn

Skills Coached:

- Level I
 - Long axis kicking (freestyle and backstroke)
 - Long axis drills to build freestyle and backstroke
 - Streamline and turns
- Level II
 - Continue long axis development
 - Short axis kicking and stroke development (breaststroke and butterfly) and short axis stroke drills
 - Dive

Gear for White Group

- Marlins cap
- Competition swim suit – endurance fabric encouraged for practices
- Athletic clothing/shoes for dry land
- Kickboard
- Long floating fins
- Swim strap
- Breaststroke fins (at coach direction)

Meets

- Athletes in White group will swim short course meets
- Meet attendance is not required for this group but is recommended 2x's/cycle

Annual promotion consideration

- Grades K, 1 will only be considered for promotion to Red group in September. Promotions are based on attendance and mastery of skills.

Quarterly promotion consideration

- 2nd and 3rd graders may be considered for promotion to Red group three times annually. Promotions are based on attendance and mastery of skills.

Red Group

Grade: 2nd, 3rd (4th)

Maximum Age - 10 years (5th grade)

Daily Training: 5 days/week 60 minutes water, 15 minutes dry land

Practice Location: [Folsom Aquatic Center](#)

Attendance: Strongly encouraged to attend at least 3 times per week. **4 practices each week** is strongly encouraged.

Entry to Red Group: Ability to kick 30 x 25 @ :40 interval and 8 x 25 kick @ :35 interval

100 freestyle with strong kick and proper side breathing, 50 backstroke, 25 breaststroke kick with proper (legal) technique, 25 breaststroke swim, 25 butterfly, ability to swim a legal 100 IM

Skills Coached:

- Skills from white group will be performed faster and with precision
- Kicking for all strokes – intervals and speed will be increased
- Drills for all strokes with emphasis on precision while increasing speed
- Distance per stroke will be emphasized for all strokes
- Competitive turns will be coached
- Swimming sets will be introduced while stroke integrity is maintained

Gear for Red Group

- | | |
|---|--|
| • Marlins cap | • Kickboard |
| • Water bottle | • Long floating fins |
| • Competition swimsuit – endurance fabric | • Swim strap |
| • Athletic clothing/shoes for dry land | • Catch paddle |
| | • Breaststroke fins (at coach direction) |

Meets

- Athletes in Red group will swim short course meets and long course meets at coach discretion
- Meet attendance is strongly encouraged but not required - 2 meets/cycle are recommended

Annual promotion consideration

- 3rd graders may be considered for annual promotion to **Black Group** in September. Promotions are based on attendance and mastery of skills.

Ongoing promotion consideration

- 4th and 5th graders may be considered for promotion to **Black group**. Promotions are based on attendance, mastery of skills and meet attendance.

Black Group I

Grades: (2nd) 3rd, 4th, 5th

Maximum Age - 10 years (5th grade)

Daily Training: 5 days 60-75 minutes water, 15 minutes dry land 2-5 times weekly

Practice Location: [Folsom Aquatic Center](#)

Attendance: Strongly encouraged to attend at least **4 times per week**

Entry to Black Group

- Kick 40 x 25 @ :35 interval
- Legal 100 individual medley, Ability to swim all strokes 10 x 50 on 1:25 interval

Skills Coached:

- Skills from Red group will be performed faster and with precision
- Kicking for all strokes – intervals and speed will be increased
- Drills for all strokes with emphasis on precision while increasing speed
- Distance per stroke will be emphasized for all strokes
- Competitive turns will be used with all sets in practice
- Swimming sets will be expanded while stroke integrity is maintained.

Gear for Black Group

- Marlins cap
- Water bottle
- Competition swimsuit – endurance fabric
- Athletic clothing/shoes for dry land
- Kickboard
- Long floating fins
- Front swimmer's snorkel
- Swim strap
- Catch paddle
- Breaststroke fins (at coach direction)

Meets

- Athletes in Black Group I will swim short course meets and long course meets at coach discretion
- Meet attendance is strongly encouraged but not required - 2 meets or more/cycle are recommended

Annual promotion consideration

- 4th graders may be considered for annual promotion to Junior group in September. Promotions are based on attendance and mastery of skills.

Ongoing promotion consideration

- 5th, 6th graders may be considered for promotion to Junior group Promotions are based on attendance, mastery of skills and meet attendance.

Black Group II

Grades: (2nd) 3rd, 4th, 5th

Maximum Age - 10 years (5th grade)

Daily Training: 5 days 60-75 minutes water, 15 minutes dry land 2-5 times weekly

Practice Location: [Folsom Aquatic Center](#)

Attendance: Strongly encouraged to attend at least **4 times per week**

Entry to Black Group

- Kick (2) 40 x 25 @ :30 interval
- Legal 200 individual medley, Ability to swim all strokes 10 x 50 on 1:20 interval

Skills Coached:

- Skills from Red group will be performed faster and with precision
- Kicking for all strokes – intervals and speed will be increased
- Drills for all strokes with emphasis on precision while increasing speed
- Distance per stroke will be emphasized for all strokes
- Competitive turns will be used with all sets in practice
- Swimming sets will be expanded while stroke integrity is maintained.

Gear for Black Group

- Marlins cap
- Water bottle
- Competition swimsuit – endurance fabric
- Athletic clothing/shoes for dry land

- Kickboard
- Long floating fins
- Front swimmer's snorkel
- Swim strap
- Catch paddle
- Breaststroke fins (at coach direction)

Meets

- Athletes in Black group II will swim short course meets and long course meets
- 1 meet/cycle is mandatory to remain in Black group II

Annual promotion consideration

- 4th graders may be considered for annual promotion to Junior group in September. Promotions are based on attendance and mastery of skills.

Ongoing promotion consideration

- 5th, 6th graders may be considered for promotion to Junior group. Promotions are based on attendance, mastery of skills and attending 2 meets/cycle.

Junior Group

Grades: 5th, 6th, 7th

Daily Training: 5 days 90 minutes water, 15 minutes dry land 2-5 times weekly

Practice Location: [Folsom Aquatic Training](#)

Attendance: Strongly encouraged to attend **5 times per week 70% attendance required to stay in group**

Entry to Junior Group

Skills Coached:

- Skills from Imagination group will be performed faster and with precision
- Kicking for all strokes – intervals and speed will be increased
- Drills for all strokes with emphasis on precision while increasing speed
- Distance per stroke will be emphasized for all strokes
- Competitive turns will be used with all sets in practice
- Swimming sets will be expanded while stroke integrity is maintained.

Gear for Junior Group:

- | | |
|---|--|
| • Marlins cap | • Long floating fins |
| • Water Bottle | • Front swimmer's snorkel |
| • Competition swim suit – endurance fabric encouraged for practices | • Swim strap |
| • Athletic clothing/shoes for dry land | • Catch paddle |
| • Kickboard | • Breaststroke fins (at coach direction) |

Meets

- Athletes in Junior Group will swim short course meets and long course meets.
- Athletes must attend 2 meets per cycle plus a Championship meet to stay in the Integrity Group

Annual promotion consideration

- 7th graders may be considered for annual promotion to Pre-Senior/Senior 2 in September. Promotions are based on attendance and mastery of skills and are solely the decision of the coaching staff.

Senior Programming - Year Round

Pre-Senior

Grades: 7th, 8th

Daily Training: 120 - 150 minutes, 6 times per week

Attendance: Expected to attend 5 times per week; 6 times is strongly encouraged for maximum benefit

Practice Times: Monday - Friday 4-5:45pm; Saturday 6:15-8:00 AM

Goals: This group's focus is on understanding and striving for mastery of technical swimming at an elite level. The Pre Senior Group is composed of athletes on track for elite level swimming in high school. Standards are set for this group and are similar to the expectations of the Senior groups; performance, attendance, times, training, age, and maturity. The training and competition focus of this group is Far Westerns Championships and the progression to Sectional/Junior National level championship meets. Technical proficiency is the primary emphasis, with training demands set to prepare the athlete to execute races at the highest technical levels. Specifically, extensive focus will be given to educating the athletes of "how" elite level swimming is done, including splits, stroke counts, underwater execution, starts, turns, and finishes. Additionally, athletes will learn and practice the basics of goal setting, nutrition, and mental skills training such as relaxation techniques and visualization.

Admittance Requirements: Athletes must demonstrate a proficiency of the requirements listed for graduation from Integrity, including Junior Olympic qualifying times (13 and over) or Far Western Qualifying Times (12 and over). Coach discretion is the primary factor for admittance to this group, with an eye toward physical maturity necessary to cope with the physical strain of training at this level.

Progression to Senior Requirements: May include the following, but ultimately up to the discretion of the Head Coach!

- California/Nevada Sectional Qualifying Standard
- Excellent Attendance (90% or better, including practice and Meets)
- Leadership
- Maturity
- Willingness to CHANGE
- Attention to Details!
- Effort
- Dedication to the Sport
- Commitment to help Teammates and TEAM
- Physical readiness (moving athletes when they can physically handle more demands)

Dryland: A focus on building better athletes. Includes running, body weight exercises (squats, pushups, planks), breathing exercises, postural awareness, medicine balls, core-work, jumping, complex movements, circuits, etc.

Equipment: equipment listed below must be purchased before the start of the season and must be brought to every practice. Check with the coaches for purchasing sources:

- Marlins Cap
- goggles
- snorkel
- mesh equipment bag
- water bottle
- paddles (green strokemaker for smaller hands, yellow for larger (boys only))
- pull buoy
- Kickboard and fins
- Tennis Balls (two)
- shoes, shorts and shirt for dry land

Senior 2

Ages: Must be in high school (9th grade-12th grade)

Practice Location: Folsom Aquatics Center

Attendance: 80% required to maintain status in the senior 2 program

Group Description: This group is an advanced training group for competitive training and competition. The primary focus is geared toward local Senior level meet performance. Our senior prep program has entry qualifications based on many factors including performance, attendance, training standards, age, and maturity. In the water, our focus is on maximizing aerobic capacity while developing anaerobic capabilities, and fine-tuning technique, efficiency, and speed.

Expectations and Entry Requirements: Consistency, hard work, teamwork, respecting all individuals, sportsmanship, and participating in meets designated for the group. Athletes will be expected to be self-reliant, speak up for themselves, take ownership, and communicate on their own behalf when they need to miss practice or other obligations.

- **Self-Reliance**
 - We expect our senior athletes to be self-reliant, communicating directly with their coach on their own behalf while actively advocating for themselves.
 - Initiate a minimum of 2 planning meetings/year with head coach
- **Competition**
 - Minimum competition requirement of two in-season meets (3 cycles/year), COVID permitted
- **Ability to perform the following workload**
 - 10 x 100 Free @ 1:30 (Boys/Girls)
 - 4 x 200 IM @ 3:20 (Boys/Girls)
 - 8 x 100 Kick 1:55
- **Dry Land**
 - Sneakers and appropriate dry land attire are to be worn every day. If a swimmer does not have their sneakers on any given day, they will not be allowed to participate in dryland for that day.
 - Strength will take place weekly per the schedule at Victory Sports performance with Coach Robert Gray. (Address: VSP - 691 E. Bidwell St. Folsom, Ca., 95630)
- **Training Gear/Equipment:**
 - Marlins Cap – Goggles - Water bottle - Mesh Gear Bag – Fins – Kickboard - Pull-Buoy – Paddles – Snorkel
 - Please label all equipment! All equipment can be purchased through Swimsuits West/Fresno Phone:(559)435-4898 or from our team store.
 - Team Suit for mid-season meets: TYR black logo suit
- **Pool Covers : Folsom Aquatic Center**
 - The swimmers are responsible for taking off and putting on pool covers according to scheduled practice times. Swimmers responsible will be expected to show up :15 mins prior to the scheduled practice and/or stay :15 mins after practice ends. There are no senior prep/fit swimmers exempt from pulling covers. One Team-Marlins Strong!

Senior 1

Ages: Must be in high school (9th grade-12th grade)

Practice Location: Folsom Aquatics Center

Senior Program Developmental Policy

Our goal is to cultivate well-rounded athletes, prioritizing personal growth alongside athletic performance. We emphasize team unity, ensuring that every member is strengthened equally, as a strong team is only as good as its weakest link.

We foster a culture of positivity, encouragement, and discipline, seeking selfless athletes who support each other and pursue common goals. This creates a community where high aspirations become achievable realities.

Accountability and communication are key. Athletes are encouraged to take charge of their careers, managing time effectively and communicating with coaches. They are expected to set goals and take responsibility for their work ethic and attendance.

Competition:

- Minimum competition requirement of two in-season meets + 1 championship meet per cycle (3 cycles/year)

Qualifying Times:

- Senior Zone times in 2 different events (50/100 Free count as same event)

Training Dynamics

Our senior program focuses on developing proficiency in all four strokes rather than early specialization. Training consists of:

- 80% Swimming
- 10% Gym
- 10% Dryland

This balanced approach helps our athletes reach peak performance.

Senior Swimming

- Stringent physical training
- Focus on stroke technique and efficiencies
- Emphasis on future planning (e.g., college swimming)
- Strong team culture and motivational environment
- Focus on accountability, self-reliance, and discipline
- Open communication with coaches
- Commitment to fast swimming

Attendance Policy

1. **Maintain Status in the Senior Group:** 80% attendance is required, including allowances for sickness and injuries. Athletes not meeting this requirement may be moved to the Senior Prep Group for reevaluation.
2. **Championship Meets:**
 - 85% attendance for Sectionals/Futures
 - 90% attendance for Junior Nationals/Olympic Trials
 - 85% for Travel Meets
3. **Daily Attendance Tracking:**
 - 25% credit for prior communication if unable to attend
 - 50% credit for partial attendance
 - 100% credit for full attendance
 - Zero credit for unexcused absences
4. **Monthly Review:** Athletes below 80% attendance will be reviewed and communicated with monthly.

Team Communication

The coaches and the board of the Sierra Marlins work hard to communicate with swimmers and their families. A parent who accesses these different channels of communication will find immediate answers to many questions about swimming with SMST. The channels that are most useful for your family include:

Electronic

- Team Web Site - www.sierramarlins.net
 - You can look here to find all of the necessary information you need regarding the swim team and its affiliates.
- Team emails
 - Email is used to announce and report on meets, team social events and fundraisers, to request volunteers, and to make any important team announcements. Please make sure that the team has an email address that you check regularly as this is a primary means of team communication.
- Coach emails
 - Coaches send out weekly emails to their training groups. The head coach also sends team information and meet reports to the entire team.

Fall Membership Meeting - Back to Pool Night

Once per year (Fall) the head coach, age group coaches and board of directors conduct a series of meetings (Seniors, Pre Seniors and Age Groups), to update members on all aspects of team structure, vision, goals, operations, and other information. That event is called "Back to Pool Night". This is also when the gear for your swimmer will be handed out. It's an important meeting to attend. Details of meetings will be posted to our team site and in your email.

Coach/Parent communication

If you have questions or concerns regarding your swimmer, call or email your coach to set up a time to meet. Please respect that during practice the coach is responsible for all of the swimmers in the group, and must devote his or her full attention to them. During practice time we ask that you refrain from discussing swimmer issues with your child's coach.

Complaint Resolution

- Ask questions first - Avoid accusations
- Your group coach is always the first person to contact with any concerns regarding your swimmer.
- Contact the Program Head Coach if you are not able to resolve the issue after communicating with the group coach.
- Contact the Head Coach if you are not able to resolve the issue after communicating with the Program Head Coach.

- If satisfactory resolution has not occurred after speaking with both the group, Head Program Coach, and Head Coach, contact a board member.

Financial Commitment

Listed below are the financial commitments that families make upon joining the team. All financial information is available on our team website at www.sierramarlins.net. Swimmers and their families must be members in good standing in order to attend practices, meets, and other SMST events. Members in good standing have paid all registration fees, adhere to stated team obligations (dues payment, fundraising, and parent commitment hours), and conform to stated codes of conduct.

The following financial obligations may be changed if necessary by vote of the SMST board once each per year.

Yearly Registration fee

All swimmers to SMST pay a yearly \$200.00 registration fee. The fee includes 3 Marlins t-shirts, mesh equipment bag, and a Marlins cap. Registration must be completed before starting first practice.

USA Swimming Registration Fees

New and returning swimmers are required to pay annual registration fees to USA Swimming. During registration You will be given a link to the USAS registration page to complete your registration. USAS registration is the responsibility of the swimmer/parent.

Membership Dues

The membership year runs from August 18, 2025 through the end of July 2026

The first payment is a ½ Month covering the charges for the last 2 weeks of August. After that, there are 11 Monthly payments Sept-July

All new and existing members will be required to pay by credit card or ACH. To sign-up for auto bill pay please visit the team website (www.sierramarlins.net). Fees are due on the first of each month; If dues are not received on the first of the month, a late fee of \$25 will be charged. After 60 days past due, swimmers will not be allowed to participate until fees are current.

We offer a multi-swimmer discount to the 3rd, 4th, 5th swimmer for a family.

- We will offer 15% on the 3rd swimmer and 20% on the 4th/5th swimmer
- The discount is applied to the lowest rate swimmer.

Cancellation

Members leaving SMST during the season must notify the coach and the team treasurer by the **10th of the month of your planned departure**.

As an example, if you want to stop swimming at the end of March you must notify the coach and treasurer by March 10th. If your swimmer would like to come back during the same season there will be a \$50 charge added to your account.

Members who are delinquent (60 days or more) in paying team dues will be suspended from practice and/or meet participation until the account is brought current.

Vacation Policy

If your swimmer is going to be away from practice for less than 2 months for non-medical reasons (typically family vacation), there is no dues stop option available. If your swimmer's absence is planned for 60 days or more, please inform their Coach and the Registrar of the schedule of the absence period. Your dues will not be billed for

the complete months missed. Partial months will be billed in full. There is a \$50 re-start fee when your swimmer returns.

Medical Leave Policy

Upon proven documentation, a swimmer may be excused from monthly dues for injuries or medical conditions that prohibit them from practicing and/or competing. This "leave" will be enacted after a 30 day notice/request. All Medical leaves will be met on a case by case basis and reviewed by the Head Coach/CEO. The period of the leave will be a maximum of 3 months and be reviewed if a longer leave is needed.

Annual Fundraising Fee

Participation in the "Swim-for-Marlins" fundraiser is required of every swimmer. Each year, SMST swimmers must raise a minimum of \$200.00 per swimmer or \$400.00 for families with two (2) or more swimmers.

Our team's primary fundraising event of the year is the "Swim-for-Marlins". Typically, our athletes and their families collect between \$30,000 to \$40,000 dollars in donations annually to support our team! Swimmers can request donations from friends, relatives, and local businesses to support their swim and reach their minimum \$200 goal. Donations to our team are tax deductible. Families who do not meet the annual fundraising minimum amount will be charged for the remaining amount on their SMST account. The event happens every September.

Meet Registration Fees

There is a swim meet competition fee that is not a part of the monthly training fees. Fees are charged per event by the team hosting the meet when entries are submitted. In addition, swimmers are also charged a splash fee for the event.

An example of a breakdown of meet fees is listed below:

11111CHLGMITC Gender: F	Smith, Sandra	Team: SN • SMST	Age: 11.3
Splash Fee			\$10.0
9 events @ \$4.00			\$36.0
Swimmer's Total:	\$46.00		
Entry Fees Subtotal:	\$46.00		
*Internet Processing Fee:			
\$1.00 per Swimmer + 5.0% of the Entry Fees Subtotal			
*Internet Processing Fee:			\$3.30
Total Paid:	\$49.30		

Travel Fees

When the Marlins attend a meet that is not in Folsom, those meets are either "Team Travel" or families are on their own for arrangements.

When a meet is "Team Travel" fees will be charged to all swimmers attending the meet that will cover costs ranging from transportation, hotel, and food, which includes covering for coaches and chaperones. These fees are estimated when planning the team travel trip and will be communicated by the coaches.

When a meet is not "Team Travel" but does require coaches to travel to coach at the meet, then at least a \$25 fee will be charged to all swimmers attending the meet to cover the mileage and per diem cost of coaches.

SMST Billing and Payment Policy

Prompt payment of fees and dues is essential for SMST to meet its financial obligations. Members who are delinquent (60 days or more) in paying team dues may be suspended from practice and/or meet participation until the account is brought current.

Billing

All existing members will be required to pay their membership dues by auto pay using either a credit card or a checking account. New members will receive an email from the team website with instructions on setting up their auto pay billing. Fees are due to be received on the first of each month regardless of whether or not an invoice has been received. If dues have not been received, a late fee of \$25 will be charged. After 60 days past due, swimmers will not be allowed to participate until fees are current, this would include practices, meets, etc... For Team Travel meets, a swimmer cannot participate if the account is 60 days past due.

Collections

If an account has a balance that is 60 days overdue, a written notice will be given to the family regarding possible impending collections.

If an account has a balance that is 90 days overdue, and a payment plan has not been arranged or adhered to between the member family and the SMST Board of Directors, SMST will issue a claim for team charges to a collections agency and the SMST membership will be terminated.

Departing members

Swimmers leaving SMST during the year must notify the coach and treasurer 20 days prior to leaving the team. No refund will be given to members leaving. All outstanding dues and fees must be paid at the time of departure. Fundraising and volunteer time obligations will be prorated through the end of the departing month.

Re-joining the team

SMST swimmers who request to rejoin the team must contact the Program Director. A \$50 SMST re-registration fee and the current USA Swimming registration fee must be paid prior to beginning practice. A returning swimmer must have been "a member in good standing" at the time of departure from SMST. This includes having been current in all team dues, USA Swimming dues, meet fees, and merchandise fees. In addition, families must have fulfilled the fundraising and volunteer obligations for the season of departure.

Please note that, should you decide to rejoin the team, there is no guarantee there will be available space for your swimmer in his or her training group. In the event that your swimmer's training group is full, we will add your swimmer to the waitlist and as soon as a spot opens, you will be contacted by the team.

Volunteer Hour Commitment

The Sierra Marlins Swim Team is a non-profit organization which counts on its members to volunteer their time to promote unity and to enable the club to thrive. Each family will be required to perform 30 hours per swim year of volunteer service for the team. Many families go above and beyond the 30 hours which is greatly appreciated and necessary. For families joining the team after December 1st, the volunteer hour commitment will be prorated, and when you meet with your coach this will be communicated.

The Process is a 3-Cycle Schedule

- **Cycle 1:** September – December
- **Cycle 2:** January – March
- **Cycle 3:** April – July

Our goal is for each family to complete at least 10 hours per cycle, but of course if you would like to exceed the 10 hour goal, please do!

How Fees Work

We know schedules fill up fast, so grab your shifts as soon as the volunteer signups are made available. If you fall short of 10 hours in a cycle, there's a \$25/hour fee. Check out the examples below:

- If you log 8 hours in Cycle 1, you'll owe \$50. Your 10 hours will start over in Cycle 2.
- If you log 15 hours in Cycle 1, the extra 5 hours roll into Cycle 2. If you then do 0 hours in Cycle 2, you'll owe \$125 at the end of Cycle 2. Your 10 hours will then start over for Cycle 3.

Where to Earn Hours

- Home meets (including our three big hosted meets, there is one in each cycle)
- Block party meets
- Away meets (just like last year)
- Other Volunteer jobs helping the team as defined by the Board (Working on the website, helping circulate promo materials, etc..)

Every hour you give boosts team spirit, helps our swimmers shine, and makes those epic weekend meets possible. If your swimmer is competing, please sign up for at least one shift—meets only run smoothly when we all pitch in.

Important: Our three big hosted meets require every family's help, even if you don't have a swimmer attending. Let's pull together and make these events shine!

If we notice gaps in volunteer coverage at any meet, We will need to assign shifts to ensure we're fully staffed. Please sign up early to help me avoid assigning.

Volunteering Process

As soon as we have the necessary work shifts prepared (usually a few days prior to a meet) you will receive an email that the jobs are posted. You would then go to the website and go through the job sign-up process. Once the jobs have been up for a day, our Volunteer Coordinator may then go through the remaining open shifts and **assign parents into the open positions**. You are responsible for working those shifts, or finding a fellow parent to cover for you. Whoever covers for you, you will still receive the credit for the hours worked, as long as you have been the one to make the arrangements.

Timing at Away Meets:

Each team that attends a meet is expected to provide timers based upon the number of swimmers they bring to the meet, therefore, when your swimmer participates in an away meet you are expected to time. Sign-ups are done online before the meet. **This is a part of the 30 hour volunteer commitment.**

Volunteer Frequently Asked Questions

- How do I sign-up for Volunteer shifts?
 - Shift jobs signup for our swim meets and events are done online through the SMST website.
 - Once you receive an email notification that the online volunteer job signup is open, log in to the SMST website, click on Events in the side menu, then click the job signup tab. Scroll the available jobs and check the box to add in your name and phone.
 - During a meet, a check-in volunteer will validate that volunteers are in their assigned job and working their shift. Once confirmed, credit for the shift will be given.
 - Please note that shift durations can change based on the timeline of the meet, so please make sure you check your assigned start time the day before and when you check in for your shift.
 - For instructions on how to signup for volunteer shifts you can review this <https://teamunify.uservoice.com/knowledgebase/articles/54724-parents-volunteer-sign-up-for-jobs>
 -
- How do I know I got credit for my shifts?
 - After the event, you can view your “volunteer hours worked” history on your account. This account allows you to keep track of your hours throughout the season and make sure you reach the required amount of 30 hours.
 - It is your responsibility to sign up for your job shifts at meets and SMST events in order to fulfill this obligation.
- Why do we need to be a timer at away meets?
 - when attending away meets, we are required to provide timers to assist with the running of the event, just like when we host a meet, teams attending our meets also provide timers. These timing hours are counted towards your 30 hour volunteer commitment.

If your swimmer is not attending the away meet, you are not required to come and work a timing shift.

- Families attending the meet will receive an email a few days prior to the away meets requesting families to sign up for their timing shift.
- If you do not sign up, you will be assigned a shift.
- If your child is attending an away meet but you are unable to fulfill your timing obligation, you must contact the Volunteer Coordinator to discuss other options.
- Timing shifts are still monitored and it is important that all families do their share, please don't be the one that doesn't do their part at away meets.

Team Operations Volunteer Opportunities

The job descriptions listed on our site Under Parents - Volunteer Committee Jobs ([Sierra Marlins Swim Team - Committees & Jobs \(teamunify.com\)](https://teamunify.com)) are those that provide the necessary support for our team to thrive and function. If you are interested in participating or volunteering for any of these positions, please contact the Parent Volunteer Coordinator. SMST board members and Team Group parents all take part in volunteering at all SMST hosted events.

SMST Board of Directors (BOD)

The Sierra Marlins Swim Team is a board operated non-profit organization. It requires dedicated volunteer board members to function. The BOD meets monthly on usually, the 3rd Tuesday of each month. The President must be a non-athlete USA member to serve in that role

The Board consists of the following board positions for 2024-2025

- CEO- Head Coach - Tim McCormick
- President - Mark Jaffe
- Secretary – [Petro Le Roux](#)
- Treasurer / Safe Sport Coordinator – Sharon Johnson
- Registrar - Fang Fang Jiang
- Meet Director – Kathleen Calkins
- Volunteer Coordinator - Martine Frey

SMST Affiliations

USA Swimming

USA Swimming is the national governing body for amateur competitive swimming in the United States from beginners to Olympic level. All SMST swimmers must become members of USA swimming in order to participate in practices and meets. USA swimming has administrative oversight for the entire nation, which is divided into 59 Local Swimming Committees (LSCs). Generally a single LSC governs a single state, but some states have more than one LSC due to their size. USA Swimming is a non-profit organization funded through dues collected from individual swimmers and teams, grants from the United States Olympic Committee, corporate sponsorship, and income earned from events, promotions and merchandise. Meets are sanctioned by USA Swimming through our LSC, Sierra Nevada Swimming, Inc. so that the meets are run according to standardized procedures and the swimmer's times will count for State, Sectional, Zone and National qualification. USA Swimming is responsible for selecting the athletes that will represent the United States in all international competitions.

Sierra Nevada Swimming, Inc. (SNS)

SNS is a non-profit corporation and the Local Swimming Committee (LSC) to which SMST belongs. SNS has local jurisdiction for USA Swimming within the counties of Siskiyou, Modoc, Trinity, Shasta, Tehama, Lassen, Plumas, Glenn, Butte, Sierra, Colusa, Sutter, Yuba, Nevada, Placer, Yolo, Amador, and the portions of: El Dorado County west of Highway 89; Stanislaus and Calaveras Counties north of Highway 4; San Joaquin County north and east of Highway 4, Highway 99, Eight Mile Road, Interstate 5 and Highway 12, excluding the City of Stockton; Sacramento County north of Highway 12; and Solano County north of Highway 12, including the communities of Fairfield, Suisun City and Rio Vista, and excluding the communities of Benicia and Vallejo; and the Nevada Counties of Humboldt, Mineral, Churchill, Pershing and Lander, and the portion of Washoe County lying north of the northerly boundary of the Pyramid Lake Indian Reservation. SNS is a volunteer-run organization with its own set of by-laws and a separate House of Delegates responsible for managing the business affairs of SNS. Representatives to the House of Delegates are composed of athletes, coaches, members of the Board of Directors, and club members. Besides ensuring that meets are run according to USA Swimming and SNS protocols, SNS provides training to parent volunteers through its clinics program. SNS holds state championship meets at the conclusion of the short and long course seasons and sponsors teams to swim at the Western Zone Championships.

Swim Meet Guide

Meet Information

Meet sheets with event order, fees, directions to the venue and other useful information are generally posted on our website under the specific meet, and emailed to each family. Swimmers should be entered into events with their best time in that event. If they have not participated in an event before, enter “No Time”. A swimmer should be registered in the meet using their full name as it appears on their USAS card.

Parents and swimmers should refer to the meet schedule and look for meet sheets 3 – 4 weeks prior to the Meet date. The coaching staff will attempt to email a meet sheet to their training groups. If families cannot find an upcoming meet sheet, they should check with a coach or check online at www.swimconnection.com under “enter meets”.

Please be sure to read each meet sheet carefully prior to attending the meet. If you have any questions, feel free to talk with a coach or more experienced parent/swimmer.

Entering a Meet

In USA Swimming, there are different procedures for entering a swim meet depending upon the LSC, meet host and the level of the meet.

1. Most of SNS and SMST meet entries are completed by parents or swimmers using a website, www.swimconnection.com. The process is standardized for every meet and is fairly simple. It is highly recommended that when you join our team you familiarize yourself with this website so that you will be ready to enter your swimmer into a meet when required to do so. There is a small processing fee and you will receive an immediate confirmation number that you have successfully entered the meet. Most swim meets have caps on the number of participants they allow and will fill quickly. We encourage you to enter the scheduled meet as soon as it opens up on SwimConnection. Please note that you will receive open registration notices about every meet offered and need to be careful that the meet you are entering is a meet on our SMST meet schedule.
2. In some meets, SwimConnection is not used, and we will utilize our SMST website and the Team Unify system for meet entries for our swimmers. This process will ask the parents or swimmers to enter the meet by logging onto our website, www.sierramarlins.net. Click the “Attend Meet” button and select events. The meet fees for meet registration done in this manner will be billed directly to your Marlin account.

Getting to the meet

Swimmers are responsible for their own transportation to and from most meets. Location and direction to pools are found in the meet information sheet. You can find the meet sheet when you register your swimmer for the meet on swimconnection.com.

We suggest you plan to arrive 15 minutes before warm-ups begin so that you have time to check in at the meet and check with the coach about warm-ups. If your swimmer is unable to attend a meet at the last minute due to illness or emergency, please notify the coaches.

Swim meet frequently asked questions

- What swim meets should my swimmer attend?
 - A seasonal meet schedule is carefully crafted by the staff in order to give our athletes the meet experiences they need to develop according to our developmental plan. It is sent to each family via email, is discussed at the group parent meetings and is posted on our website. Sierra Marlin Swim Team athletes should only attend the meets listed on the team meet schedule. It is against USA swimming rules to attend a swim meet without a coach present.
- How are relay teams selected?
 - The Sierra Marlins Coaching Staff select the swimmers for relays at swim meets. In selecting the relay teams, the Coaching Staff shall consider all available information deemed important in choosing the athletes for the specified relay teams. Coaches will consider the following when choosing the relay athletes; each team member's qualifying performance, past relay performances, personal best performances, event schedules, individual workload, other recent results and performances, consistency of performances, health, fitness levels, and training preparation.

- What are preliminary and final sessions at meets?
 - Championship meets sometimes have two sessions of competition with preliminary heats in the morning and finals at night. The number of swimmers who qualify for finals are dependent upon the specific meet. Team points and individual awards are determined by the placing achieved in the finals only. Swimmers can only achieve the place determined by their heat. For example, a person who is in the consolation final can place no higher than 9th place even if they swim faster than an athlete in the top 8 finals heat.
- What if my child is disqualified due to a stroke infraction?
 - Disqualifications, or "DQ's" are an inevitable part of the learning process and should not be viewed as negative. The volunteer official's job is to ensure fair competition and to make sure the athletes are performing strokes that are legal. They are also helping teach the athletes to be better swimmers by calling out stroke and turn errors. The coaches view DQ's as reminders of things to work on in practice and believe that officials are very helpful in the learning process of our athletes. If you have a question regarding a disqualification, see your child's coach. Under no circumstance should you approach or question an official on deck regarding a swimmer disqualification.
 - Please remember that the officials are volunteering their time to help your child learn to be a better swimmer and deserve your consideration and respect.
- What do we bring to a swim meet?
 - A minimum of 2 towels per day, Team approved suit, team cap, goggles, Cash to buy heat sheets, snacks, or other swim supplies Water bottles and nutritious snacks, Sunscreen and shading devices (hats, umbrellas, tents) Warm clothing for your swimmer
 - We suggest sweatshirts and pants, sometimes long-sleeved T-shirts, flannel pajamas, special swim parkas, socks and waterproof shoes. You will learn what your swimmer prefers over time, but warm clothes for both top and bottom are essential.
 - Optional items: Sleeping bags/blankets, tents, stadium chairs or foldout chairs, portable stereos, games, and books.
 - Due to fire and safety concerns, Sierra Nevada Swimming prohibits the use of propane heaters at swim meets.
 - The use of all cameras and video equipment behind the blocks is not allowed per USA Swimming rules concerning privacy and swimmer safety
- Are there meet awards?
 - Meets vary regarding if/how many individual awards they will provide to athletes. Please refer to the meet sheet for details regarding awards. You must pick up your swimmers awards at the meet. Coaches do not pick up any awards at the meet.
- What are the swimming seasons?
 - Short Course Season - This season runs from September 1 until March 31 each year. Meets are generally swum in a 25-yard pool.
 - Long Course Season - This season runs from April 1 to August 31 each year. Meets are generally swum in a 50-meter pool.
- What is a meet time standard?
 - Time standards assist swimmers with measuring their improvement. They also establish minimum entry requirements for some meets. Time standards are different for each season and for each type of pool. "SCY" means Short Course season times attained in a 25-Yard pool. Most SMST Short Course events are held in 25-yard pools. "LCM" means Long Course times obtained in a 50-Meter pool. To locate the time standard for a swimmer's event, you must know what season it is, what type of pool it is (25 yards or meters, or 50 meters), and you must know the swimmer's gender, age and event. Copies of SNS time standards are posted on www.sn-swimming.org.
- What are the age group classifications?
 - There are seven different age group classifications recognized by United States Swimming: 8 & Under, 10 & Under, 11-12, 13-14, 15-16, 17, 18 and Senior. The senior classification includes any swimmer who has achieved the prescribed qualifying time for the event. Not all age group classifications are offered at every swim meet. The swimmer's age on the first day of the meet will govern the swimmers age for the entire meet.

Team Travel Meets

Team travel meets are away meets attended by swimmers, coaches and adult chaperones. Team travel meets will strive to bring the ratio of one chaperone/coach for every 8 swimmers on the trip. Chaperones, under the direction of the head coach, will be responsible for the care of all athletes on the trip including meals, curfews, transportation and any other issues that may arise. Coaches will be responsible for all meet related aspects of the trip including meet administration and coaching but will also assist with the needs of the chaperones such as transportation needs.

SMST selects team travel meets for the following reasons:

- Provide swimmers with experience competing against swimmers from other LSCs, typically at a higher quality of individual and team competition.
- Swimmers gain experience in prelims/finals competition in and outside of Sierra Nevada Swimming.
- The coaches are seeking competitions conducive to exceptional performance.
- The swimmers experience the fun of traveling independently with the team.
- The swimmers learn responsibility and independence through this travel experience.

SMST Team Travel Policy

Swimmers are allowed to attend a travel meet when they are in good standing with the team, must have the agreed number of qualifying times determined by their coach, and must have at least 80% practice attendance.

Travel Fees for Travel Meets must be paid in full prior to attending the meet and travel/entry fees are the responsibility of the swimmer once the entries have been submitted even if the swimmer is not able to attend the meet (illness/schedule change/etc).

General Policies adopted in the USA Swimming Rulebook.

- A. Club travel policies and Code of Conduct must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club. (305.5.D)
- B. Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered criminal background check. (305.5.B)
- C. Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with an athlete (unless the coach is the parent, guardian, sibling, or spouse of that particular athlete). (305.5.A)
- D. When only one athlete and one coach travel to a competition, the athlete must have his/her parents' (or legal guardian's) written permission in advance to travel alone with the coach. (305.5C)

Sierra Marlins Team Travel Code of Conduct Contract

1. Swimmers are not allowed to leave either the hotel or the pool without permission from the head coach and/or chaperone.
2. Swimmers are required to be in their rooms and have lights out at a time specified by the coach and/ or chaperone.
3. No long distance phone calls are to be made from hotel rooms.
4. No pay movies are to be ordered from hotel rooms.
5. Swimmers are expected to treat hotel and pool facilities with respect and are responsible for any damages incurred.
6. Alcohol or drug use will not be tolerated.
7. Swimmers are not allowed, under any circumstances, to be in rooms of opposite gender teammates.
8. Swimmers are responsible for their own wake-up calls. The team will leave the hotel at a time specified by the coach.
9. Swimmers are expected to behave appropriately and represent the Sierra Marlins in a mature manner.
10. Team members and staff traveling with the team will attend all team functions including meetings, practices, meals, meet sessions, etc. unless otherwise excused or instructed by the head coach or his/her designee

11. Any additional guidelines for the team will be established as needed by the coach of record.

Implementation

Travel documents/agreements will be signed and submitted by each swimmer and parents and for each individual travel event before being allowed to participate in team travel. Your signature on these documents constitute unconditional agreement to comply with the Sierra Marlins Swim Team code of conduct and travel policies

Failure to comply with the code of conduct as set forth in this document may result in disciplinary action. Such disciplinary action will be determined by the coach of record and may include, but not limited to:

1. Dismissal from the meet and immediate return home at the expense of the parent.
2. Restriction from one or more future team events or competitions.
3. Dismissal from the team.

Chaperone Guidelines for Team Travel

While chaperoning a trip can be hard work, you will find that being a part of our team travel trip is a rewarding experience. Because we know the sacrifice and work involved with organizing a team trip, a chaperone's flight, team meals, and room are covered expenses.

There are a few things that, as a chaperone, you need to be prepared for. In the most general terms, you are responsible for the care of our swimmers 24 hours per day for each day that we are on our trip. You can expect to be the first one up in the morning and the last one to bed. You can expect emergency store runs and frequent trips from the pool to the hotel that may cause you to miss your child's event. You will also need to enforce team rules and policies with all of our swimmers.

Chaperones must be non-athlete members of USA swimming and completed the background checks required for our SafeSport guidelines.

Guidelines for chaperones:

1. Before the trip, chaperones will meet with the head coach to discuss the trip.
2. We ask chaperones to be helpful and flexible with the intent of assisting our athletes experience a successful trip.
3. Chaperones will be provided with a rooming list of the athletes upon arrival at the hotel.
4. Every attempt will be made to arrange the athlete rooms in a block.
5. Chaperones are expected to carry the emergency forms for all swimmers in attendance.
6. Chaperones are responsible for carrying basic first aid supplies and feminine needs.
7. Chaperones may be responsible for carrying athlete return airline tickets.
8. Chaperones and coaches are responsible for distributing keys to athletes upon arrival at the hotel.
9. Chaperones will grocery shop for breakfast, meet snack items, and beverages as needed.
10. Chaperones are responsible for making sure swimmers are accounted for before driving to/from the pool at the time specified by the head coach.
11. Chaperones will drive the athletes to and from the hotel and swim meet venue obeying all local laws of safe vehicle operation. I.e. Cell phones, etc.
12. Chaperones must show proof of insurance before the trip and to be allowed to transport athletes.
13. Chaperones will arrange lunch and deliver to the swim meet or the hotel as needed by the team.
14. Chaperones will take orders for dinner, arrange an eating place, and pick up the food. Most meals will be catered or picked up so the athletes can eat at the hotel.
15. Chaperones will ensure that athletes are behaving according to the Sierra Marlins senior travel code of conduct.
16. Swimmers are to be in their rooms at the time designated by the head coach.
17. Swimmers are to have their lights out at the time designated by the head coach.
18. Chaperones will make room checks at times designated by the head coach.
19. Any minor issues will be handled by the chaperones. The coach in charge will be kept informed of any issues that may occur. Disciplinary action will be decided upon and enforced by the coach in charge.
20. Fees incurred by the chaperones (food, supplies, etc.) can either be paid for on a chaperone's credit card for later reimbursement, or money to cover expenses can be obtained from the team treasurer. Chaperones should keep track of all the money spent while on the trip and keep all receipts for items purchased.

Responsible Swimmers Declaration

At practice and Meets, as a swimmer I will:

- Arrive on time for practice and meets with the appropriate equipment.
- Be considerate of other swimmers during practice, and support my teammates, I will be respectful of my teammates' feelings and personal space.
 - Swimmers who exhibit sexist, racist, homophobic, or otherwise inappropriate behavior will be faced with consequences.
- I will set a good example of behavior and work ethic for my younger teammates.
- I will refrain from foul language, violence, behavior deemed dishonest, offensive, or illegal
- Show respect for my coach and the other Marlin coaches by practicing good listening and cooperative behavior. Follow all pool rules at the practice facility. Show appreciation for the facility by remembering to pick up my gear after practice, and respect the Folsom Aquatic Center staff.
- Arrive on time for meet warm-ups and participate in warm-ups as directed by my coach. Wear a Sierra Marlin's team approved suit and cap.
- Wear the SMST uniform while receiving medals at championship meets.
- Compete in all events for which I am registered unless I have communicated otherwise with my coach. Remember to speak with the coach before and after my race.
- Eat nutritious foods and drink water to keep myself properly fueled and hydrated for the meet.
- Participate in the SMST team cheer and support my fellow Marlin swimmers during their races when possible. Represent SMST with pride by practicing good sportsmanship and respectful behavior with other swimmers and swim meet officials.
- I will obey all of USA Swimming's rules and codes of conduct.

Parent Code of Conduct

As a parent of a swimmer and member of the Sierra Marlins Swim Team, I will abide by the following guidelines:

1. Practice teamwork with all parents, swimmers and coaches by supporting the values of Discipline, Loyalty, Commitment and Hard Work.
2. I will not coach or instruct the team or any swimmer, including my own, at a practice or meets (from the stands, deck or any other area) or interfere with coaches on either the pool deck or other facility areas
3. Demonstrate good sportsmanship by conducting myself in a manner that earns the respect of my child, other swimmers, parents, officials and the coaches at meets and practices.
4. Maintain self-control at all times. Know my role.
 1. Swimmers – Swim
 2. Coaches – Coach
 3. Officials – Officiate
 4. Parents – Parent (Support)
5. I understand that criticizing, name-calling, use of abusive language or gestures directed towards coaches, officials, and/or any participating swimmer will not be permitted or tolerated.
6. Enjoy involvement with the Sierra Marlins Swim Team by supporting the swimmers, coaches and other parents with positive communication and actions.
7. During competitions, questions or concerns regarding decisions made by meet officials are directed to the Head Coach. Parents address the officials via the Head Coach ONLY.
8. Sanctions – Should I conduct myself in such a way that brings discredit or discord to the Sierra Marlins Swim Team or Coaching Staff, I voluntarily subject myself to disciplinary action. SMST maintains the right to terminate any membership with/without cause in the interest of our vision, mission and objectives.

A signed Parent Code of Conduct is required at the time of registration and will be electronically agreed to by each parent before a child can register for SMST. Please make sure to read all agreements that come up when registering your swimmer on our website.

Responsible Parents and Families Declaration

SMST maintains a zero-tolerance policy regarding harassment or offensive behavior of any kind.

Parent and family expectations

- Support, praise and encourage your swimmer at every opportunity. For any swimmer, improving times, supporting their effort, and improving technique are good sources of praise and encouragement.
- Support good attendance and punctual behavior. Do your best to assure that your swimmer(s) arrives at practice and at meets on time.
- Support the team by volunteering. Each family is required to work a certain number of parent volunteer hours each season. Please support your swimmer and the team by making sure you fulfill this requirement.
- Help out at away and home meets by timing. All swimmers who attend swim meets must have a parent, relative, or friend participate in the timing responsibilities of the meet. Please make sure to support the team by signing up for these shifts in a timely fashion.
- Contribute in a positive way to the team's culture and environment. Each team member makes daily "deposits" or "withdrawals" to the team's environment with their words and actions. Successful teams are full of people who strive to improve the team's environment and their child's experience as a member of a nurturing and supportive team.
- Be constructive if you are unhappy with some aspect of your coach's performance or the team's functioning. Constructive solutions include calmly discussing the issue with the coach, talking to the team parent to get more information or ideas about solutions, or approaching a board member with questions or suggestions. When approached with questions or concerns phrased in a respectful manner, the coaches, team parents and board members will do their best to help.
- Carefully time your discussions with coaches: Please respect the fact that on deck during practice and at swim meets, coaches are attending to the needs of their swimmers. If you would like to discuss an issue or communicate with your child's coach, the most effective way is to send a quick email. For discussion of more involving issues, make a request to your swimmer's coach that you find a time to sit down for an appointment at a time that works for both of you.
- Avoid talking to your swimmer(s) during practice. This is distracting to your child and the other swimmers in the group. Parents are expected to maintain the role of "observer," "supporter," and "cheerleader" for swimmers. The coaches have the authority to limit a parent's participation in practice, meets, and other team activities if they feel any parent's actions are detrimental to a swimmer or to the team.
- Bullying and Electronic Communication Policy. SMST is committed to each swimmer's success in learning within a caring, responsive, and safe environment that is free of discrimination, violence, and bullying. Our team works to ensure that all swimmers have the opportunity and support to develop to their fullest potential and share a personal and meaningful bond with people on the team and community. The use of electronic communication either by email or social media by swimmers, parents or staff to bully, influence or disparage any member of our team will not be tolerated by SMST. The Sierra Marlins embrace and support USA swimming's policy on these subjects and these can be reviewed at the [USA Swimming Website](#).

Diversity, Equity, and Inclusion

The Sierra Marlins Swim Team is dedicated to following all State and local laws, and USA Swimming guidelines for offering an inclusive and positive environment for all athletes, coaches, and volunteers.

"USA Swimming is committed to a culture where everyone feels welcome and differences are embraced. We are dedicated to increasing diversity, which comes in many forms including race and ethnicity, gender, gender identity, gender expression, sexual orientation, socioeconomic status, language, culture, national origin, religious commitments, age, ability and disability. Adding equity into the department's name involves increasing fairness within the procedures and processes of our organization, allowing for fair treatment, access, opportunity and advancement for all our members. Inclusion is the act of intentionally creating environments where differences are embraced and everyone feels welcome, respected, supported, and valued to fully participate." – President & CEO, Tim Hinchey III, 2019 State of the Sport Report

Minor Athlete Abuse Prevention Policy (MAAPP)

[Minor Athlete Abuse Prevention Policy \(MAAPP\)](#)

USA Swimming's top priority continues to be keeping our athletes safe. No form of abuse, including child sexual abuse, has a place in our sport. As a part of our continued commitment to safeguarding our athletes, USA Swimming has enacted enhancements to our Safe Sport policy and education requirements.

The U.S. Center for SafeSport ("the Center"), the separate, independent, organization that oversees all sexual misconduct reports in the Olympic and Paralympic Movement created the Minor Athlete Abuse Prevention Policies to set a baseline for acceptable safety standards that limit one-on-one interactions between adults and minor athletes.

The Center urged all National Governing Bodies (NGBs) to add restrictions tailored to fit the sport. On April 29, 2019, USA Swimming released its Minor Athlete Protection Policy (MAAPP) addressing one-on-one interactions, social media and electronic communications, travel: local and team, locker rooms and changing areas and massages, rubdowns and athletic training modalities. All USA Swimming member clubs are required to implement MAAPP in full by June 23, 2019.

Action Plan of the Sierra Marlins Swim Team (SMST) to Address Bullying

Purpose

Bullying of any kind is unacceptable at Sierra Marlins Swim Team and will not be tolerated. Bullying is counterproductive to team spirit and can be devastating to a victim.

The Sierra Marlins Swim Team is committed to providing a safe, caring and friendly environment for all of our members. If bullying does occur, all athletes and parents should know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell a coach, board member or athlete/mentor.

Objectives of the Club's Bullying Policy and Action Plan:

1. To make it clear SMST will not tolerate bullying in any form.
2. To define bullying and give all board members, coaches, parents and swimmers a good understanding of what bullying is.
3. To make it known to all parents, swimmers and coaching staff that there is a policy and protocol should any bullying issues arise.
4. To make how to report bullying clear and understandable.
5. To spread the word that SMST takes bullying seriously and that all swimmers and parents can be assured that they will be supported when bullying is reported.

What is Bullying?

The USA Swimming Code of Conduct prohibits bullying. Bullying is unwanted, aggressive behavior that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time.

In order to be considered bullying, the behavior must be aggressive and include:

- **An Imbalance of Power:** Children who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.
- **Repetition:** Bullying behaviors happen more than once or have the potential to happen more than once.

Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose.

The USA Swimming Code of Conduct defines bullying in 304.3.7 USA Swimming Rulebook.

Bullying is the severe or repeated use by one or more USA Swimming members of 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:

- causing physical or emotional harm to the other member or damage to the other member's property;
- placing the other member in reasonable fear of harm to himself/herself or of damage to his/her property;
- creating a hostile environment for the other member at any USA Swimming activity;
- infringing on the rights of the other member at any USA Swimming activity; or
- 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).

Reporting Procedure

An SMST athlete who feels that he or she has been bullied is asked to do one or more of the following things:

- Talk to your parents;
- Talk to a SMST Coach, SMST Board Member, or SMST Safe Sport designated board member;
- Write a letter or email to the SMST Head Coach, SMST Director, SMST Board Member, or SMST Safe Sport designated board member.

There is no express time limit for initiating a complaint under this procedure, but every effort should be made to bring the complaint to the attention of the appropriate club leadership as soon as possible to make sure that memories are fresh and behavior can be accurately recalled and the bullying behavior can be stopped as soon as possible.

How We Handle Bullying

If bullying is occurring during team-related activities, we **STOP BULLYING ON THE SPOT** using the following steps:

1. Intervene immediately. Other coaches or adults may be asked to help.
2. Separate the kids involved.
3. Make sure everyone is safe.
4. Meet any immediate medical or mental health needs.
5. Stay calm. Reassure the kids involved, including bystanders.

6. SMST will model respectful behavior when we intervene.

If bullying is reported to be occurring at SMST, we address the bullying by **FINDING OUT WHAT HAPPENED** and **SUPPORT THE KIDS INVOLVED** using the following approach:

SMST Will Get The Facts

As we gather information all SMST staff, parents and board members will;

1. Keep all the involved children separate.
2. Get the story from several sources, both adults and kids.
3. Listen without blaming.
4. Not call the act “bullying” while we are trying to understand what happened.
5. Gather all the facts.

SMST Will Determine If It Is Bullying

There are many behaviors that look like bullying but require different approaches. It is important to determine whether the situation is bullying or something else.

1. SMST will review the USA Swimming definition of bullying;
2. SMST will determine if the behavior is bullying or something else, we will consider the following questions:
 - a. What is the history between the kids involved?
 - b. Have there been past conflicts?
 - c. Is there a power imbalance?
 - d. Has this happened before? Is the child worried it will happen again?
3. SMST knows that it may not matter “who started it.”
4. Should SMST determine the situation is bullying, SMST will support all of the kids involved.

SMST Will Support All The Children Involved

1. SMST will listen and focus on the bullied child. We will learn what's been going on and will help all involved children. We will assure the child that bullying is not their fault.
2. SMST will work together to resolve the situation and protect the bullied child. The child, parents, and fellow team members and coaches may all have valuable input. It may help to:
 - a. We will assure the bullied child that he or she is not at fault and will not be singled out. An example of a subtle change a coach can make might be rearranging lane assignments for everyone.
 - b. The coach and director or SMST Safe Sport Board Member will develop a game plan. The plan will seek to maintain open communication between SMST and parents. SMST will discuss the steps that will be taken and how bullying will be addressed going forward.

SMST Will Address The Bullying Behavior

1. SMST will be sure the offending child knows what the problem behavior is. Young people who bully must learn their behavior is wrong and harms others.
2. SMST will show kids that bullying is taken seriously. We will calmly tell the children that bullying will not be tolerated.
3. SMST will work with the offended child to understand some of the reasons they bullied.
4. SMST will involve the child who bullied in making amends or repairing the situation. The goal is to help them see how their actions affect others. For example, the child can:
 - a. Write a letter apologizing to the teammate who was bullied.
 - b. Do a good deed for the person who was bullied, for SMST, or for others in our community.
 - c. Clean up, repair, or pay for any property they damaged.
6. SMST will follow-up. After the bullying issue is resolved, we will continue to find ways to help the child who bullied to understand how what they do affects other people. For example, praise acts of kindness or talk about what it means to be a good teammate.

SMST Will Support Bystanders Who Witness Bullying

Children often witness bullying. Children may want to help, but don't know how. Fortunately, there are a few simple, safe ways that athletes can help stop bullying when they see it happening. SMST staff will be sure swimmers know how to support each other in all situations, especially bullying;

1. SMST will encourage all children to be friendly and respectful to one another, especially if the group suspects one teammate is being bullied;
2. SMST staff will encourage all children to tell a trusted adult if they think a situation is not right even if it has not risen to the point of bullying;
3. SMST will encourage the child being bullied to remove themselves from a potentially bad situation.
4. SMST will encourage all athletes to set a good example by being kind to all teammates.

Grievance Policy and Procedures

The Sierra Marlins Swim Team (SMST) swimming expects excellence from its employees, coaches, Club leadership, parents, and swimmers. However, at times undesirable circumstances, situations, and behaviors happen. But because SMST is committed to excellence and safety, individuals or groups must be held accountable for behaviors, words, and actions that do not represent the values and conduct expected from USA Swimming and SMST members.

The SMST Grievance Procedures gives swimmers, parents, coaches, and employees a way to address and report grievances in a productive, systematic way that allows the appropriate parties to investigate and intervene and take disciplinary action when needed.

TYPES OF GRIEVANCES

1. Swimmer conduct
2. Assistant or Age Group Coach Conduct
3. Head Coach Conduct
4. Employee Conduct (non-swim team employees)
5. USA Swim Official or swim team parent conduct

HOW GRIEVANCES WILL BE HANDLED

The Coaches and Board of Directors have the authority to impose penalties for infractions of the SMST Athlete Code of Conduct or any behavior(s) they deem not conducive to the best interests of the Club or other swimmers. Consequences are at the sole discretion of the Coaches and/or SMST and may include, but aren't limited to, verbal warnings, dismissal from practice, contacting parents, and expulsion. USA Swimming and local law enforcement (if applicable) will be contacted within 24 hours if a swimmer violates the USA Swimming Code of Conduct, Athlete Protection Policy, or local laws.

- a. Gathering Information: The appropriate individuals will reach out to the person who filed the grievance and the person against whom the grievance is being filed to ask questions about what happened. Other witnesses may be contacted for more information, as well.
- b. Assessing Behavior: The behavior of the person(s) against which the grievance was brought will be assessed using Club policies and facility rules, USA Swimming Code of Conduct, USA Swimming Safe Sport policies, and applicable local and state laws.
- c. Consequences will be given, and disciplinary action will be taken if appropriate. These consequences and disciplinary actions will be decided using the following general guidelines:
 - i. Nature of the misconduct
 - ii. Severity of the misconduct
 - iii. Prior disciplinary actions against swimmer
 - iv. Adverse effect of the misconduct on other swimmers
 - v. Application of the Code of Conduct

WHOM TO NOTIFY OF A GRIEVANCE (The Grievance Chain-of-Command)

Regarding the Conduct of a Swimmer-Contact the swimmer's coach

Should a parent or swimmer feel another swimmer's conduct is inappropriate or violates the Athlete Code of Conduct, the parent/swimmer should discuss these concerns with the coach of the swimmer responsible for the violation (Responsible Coach). This complaint should be made in person or in writing.

Regarding the Conduct of an Assistant or Age Group Coach- Contact the Head Coach

Should a parent or swimmer feel an Assistant or Age Group Coach's conduct is inappropriate or in violation of any Club policies or procedures, the parent/swimmer should notify the Head Coach of this violation. This complaint should be made in person or in writing.

Regarding Conduct of Head Coach – Notify the SMST Board President

Should a parent or swimmer feel the Head Coach's conduct is inappropriate or violates any Club policies or procedures, the parent/swimmer should notify the SMST Board President of this violation. This complaint should be made in person or in writing. If the President is not immediately available, this complaint may be presented to any member of the SMST Board of Directors with notification made in writing to the President. This complaint will be subject to review and discussion by the SMST Board President and Board of Directors.

Regarding Employee (non-swim team) Conduct- Notify the SMST Board President and Head Coach in writing

Should a parent or swimmer feel a non-SMST employee's conduct is inappropriate or violates any Club policies or procedures, the parent/swimmer should notify the President of the Board or Head Coach of this violation. This complaint should be made in person or in writing. If the President is not immediately available, this complaint may

be presented to the Head Coach, with notification made in writing to the President. This complaint will be subject to review and discussion by the SMST Board President, Board of Directors and Head Coach.

Regarding Board of Director Member Conduct- Notify the SMST Board President and Head Coach

Should a parent or swimmer feel a Director's conduct is inappropriate or violates any Club policies or procedures, the parent/swimmer should notify the Head Coach and Board President of this violation in person or in writing. If the Board President is the Director whose conduct is in question; the Board Secretary should be notified in writing or in person instead of the Board President. This complaint will be reviewed and discussed by the Board of Directors and Head Coach.

Regarding Parent or Swim Official Conduct-Notify the Head Coach or any Board Member

Should a parent or swimmer feel another SMST parent's conduct is inappropriate or violates any Club policies or procedures, the parent/swimmer should notify the Head Coach and Board President of this violation in person or in writing. This complaint will be reviewed and discussed by the Board President, Board of Directors and Head Coach.

Regarding Safe Sport Concerns

If your concern relates to inappropriate behavior or activity that includes, but is not limited to, the following:

- Criminal Activity
- Use, sale or distribution of illegal drugs
- Physical Abuse
- Inappropriate touching
- Coaches sharing hotel rooms with athletes
- Rubdowns or Massages performed by coaches
- Pictures and/or videos taken in locker rooms or changing areas
- Violations of USA Swimming's Minor Athlete Abuse Prevention Policy (MAAPP)

Please report the incident immediately to Safe Sport.

- SMST Safe Sport Coordinator: Board Member Sharon Johnson: sjohnson@sierramarlins.net
- Sierra Nevada Swimming Safe Sport Coordinator: Niffey Carmody niffeycarmody@sbcglobal.net
- USA Swimming SafeSport Director Abigail Howard: ahoward@usaswimming.org
- Anonymous reporting can also be reported: <https://safesport.i-sight.com/portal>
- If your concern relates to sexual misconduct, sexual harassment, or sexually explicit communication through any media, please contact the U.S. Center for SafeSport to make a report immediately. You can report your concern online or call 833-5US-SAFE (587-7233). More information can be found at www.uscenterforsafesport.org
- Certain people are REQUIRED to report misconduct, and information on mandatory reporting requirements can be found here. If you need guidance, please contact our Safe Sport Coordinator, sjohnson@sierramarlins.net
- Any concerns dealing with deception or recruiting should be directed to the Sierra Nevada Swimming Executive Director Alex Ongaco: alex.ongaco@snswimming.org

APPEALS PROCEDURE

Any initial conduct review and disciplinary action will be the responsibility of the initial person(s) responsible for officially receiving said grievance (see "to whom to report" above).

A decision, and/or disciplinary action, will be issued as soon as reasonably possible. If a Parent/Swimmer who registers the complaint with an Assistant or Age Group Coach feels the disciplinary action is insufficient or unsatisfactorily resolves the issue, or if the responsible coach fails to address the parent/swimmer's concerns in a timely manner, the parent/swimmer may appeal the decision to the Head Coach, in writing, within 7 days of the initial complaint.

A decision and/or disciplinary action will be issued by the Head Coach as soon as reasonably possible. If the parent/swimmer who registers the complaint appeals the Responsible Coach's conduct review and/or disciplinary action to the Head Coach and feels the Head Coach's decision/disciplinary action is insufficient or unsatisfactorily resolves the issue, or if the Head Coach fails to address the parent/swimmer's concerns in a timely manner, the parent/swimmer may request that the Board of Directors review all disciplinary actions and any appeals to the Head Coach up to that point. The decision of the Board of directors regarding any complaint, and any resulting disciplinary action is final.

Swim Meet Descriptions

Age Group Open	These meets do not have qualification time standards. Typically, these meets offer all four competitive stroke events in the different distances. Some events may be open to multiple age groups. Check with your swimmer's coach in regards to how many events to enter per day.
BB+/-	Same as the Age Group Open except only age group events are offered. Open events are not offered.
Intra-squad	These are practice meets between SMST swimmers. These are ideal for beginning swimmers and are held to build team spirit and introduce beginning swimmers to competition.
Duals, Tri, & Quad	Dual meets are competitions between the two clubs. Tri-meets and quad-meets involve the number of teams indicated in the title. Dual meets MUST be finished in 4 hours, though they may take as little as 2.5 hours. Duals, tri and quad meets are IDEAL and highly recommended for young and new competitive swimmers.
Invitational	An invitational is a meet hosted by one team who may invite other teams to compete. Several hundred swimmers may attend these meets. Frequently, only swimmers with certain qualifying times may attend.
Junior Olympic Championships	All swimmers who have reached qualifying time based on the Sierra Nevada Swimming Junior Olympic time standards may compete in the Junior Olympic Championships. JO's are held at the end of the short and long course seasons. Athletes who meet certain time standards may qualify for additional championship meets such as Far Westerns, Sectional, Zone, and National championships. Each successive level of championship meet brings the swimmer against larger and larger pools of competitors. The qualifying times for the championship meets get faster at the higher level meets and these meets often involve swimmer travel.
Far Western Championships	This meet serves as a top level competition for age group swimmers from around the western United States, Canada and Mexico. The meet is hosted by Pacific Swimming and serves as a high priority meet for our top age group swimmers.
Sectionals	The Marlins participate in the "Gold" sectional championships which includes all teams from California and Nevada. Sectional Championship meets are held at the end of both Short Course and Long Course seasons for swimmers with qualifying times. The Marlins require swimmers to achieve a certain number of sectional time standards to travel with the team to this meet.
Western Zones	USA Swimming also divides the United States into Zones (groupings of Sections) for the purpose of conducting a Zone Championship meet. This Meet occurs only at the end of the Long Course season. SNS selects a team to represent the LSC at the meet. To be eligible, swimmers must first obtain a qualifying time. Next, swimmers submit an application with their qualifying times and coach recommendations. A committee of coaches selects a team from the pool of applicants that will represent SNS in competing at the Western Zone Championships.
USA Swimming Junior National Championships	Junior Nationals are exclusively for swimmers age 18 and under. The meet is held each December (short course) and August (long course). This meet serves as a stepping stone to the top national and international level meets for 18 and under athletes.
USA Swimming National Championships / Olympic Trials / US Open	These top national level competitions are held at different times throughout the year and serve as qualifying meets for international level competitions.
National Junior Team	The National Junior Team is composed of the top 18 and under swimmers in the country and serves as the first step in the National Team hierarchy. Team members typically attend a National Team camp and an International Competition. Making this team is a goal for many of our top athletes.

Sierra Marlins Team Meet Form

All families must receive signed permission to attend swim meets that are not on the Sierra Marlins meet schedule for your swimmers roster group. The “official” meet schedule is posted on the under Events Calendar and coaches communicate upcoming meets in their weekly communications.

Below is the required form that your coach must sign. Any families violating this policy will be subject to disciplinary action from the Parent Code of Conduct.

I am requesting my child be able to participate in a swim meet that is not on the Sierra Marlins team meet schedule.

1. What is the name & date of the meet you would like to attend?
2. Will your swimmer be missing a Sierra Marlins meet to attend this meet?
3. Why should the coaching staff consider this meet over the team meet already on the schedule?
4. Are there any special circumstances that the coaching staff should consider?

Parent Signature

Coach Signature

Approval Date

MarlinPROUD MarlinStrong

Marlin Rules	Personal Responsibility	Respect	Outstanding	Understanding	Dignity
Expected Swimmer Behavior	Be present – physically and mentally Be prepared for practice each day with necessary gear Own your actions and consequences	Use appropriate language and tone with everyone. <i>(please, thank you, etc.)</i> Respect facilities that we are using Follow and respond appropriately to directions	Read all communications from coaches and understand where you need to be and when Take an active, positive role on the pool deck and in the pool Do what is right with no expectation of recognition	Be on time and ready to go Be proactive Be brave and understand that learning new skills is a process. Growth will come when out of our comfort zone	Be mindful of others' feelings, opinions and experiences Help those around you Respect yourself and believe in your growth Advocate for yourself
Practice Routine/Behavior Expectations					
Getting to Practice	Plan on getting to the pool deck 10-15 minutes prior to your scheduled start time. This allows you to ensure your gear is in order, stored in a location out of all walkways at the facility, and allows time to chat with teammates before the work gets started. If you show up at the pool/gym at the start time you are late. If you are late without prior communication, you will not be allowed in the gym/pool.				
Starting Practice	Be dressed and ready for dryland as appropriate and ready to be an active participant. Show respect by quietly listening to coaches providing direction.				
Dryland to Pool	When needing to move from dryland to the pool you have coach defined time to get changed and out to the pool. When coming from the gym you have 15 minutes to get to the pool and get changed. If you cannot make this transition in this period of time you will not be allowed in the pool.				
Pool	When in the pool, show you are PROUD by being present, following and responding appropriately to directions, being positive, believing in the work being put in to help your skills grow.				
After practice	Pick up all of your equipment and store out of all walkways on the pool deck. Assist with changing lane lines/tarping. We are guests of the facilities that we use and we are not the only ones there. When we are in those facilities, we are representing the Marlins family, so be considerate at all of the facilities by helping to keep the space clean.				
Outside of Pool	Represent the Marlin Family with MARLIN PRIDE at all times. This includes on Social Media, face to face, at meets, with friends. We all wear Marlin gear to school, activities, shopping, and take photos that are posted to social media. Be mindful that at all times you are a Marlin. #OnceAMarlinAlwaysAMarlin				
At Meets	Understand that there are lots of different age swimmers in attendance. There can be no profane music at any time, if the music is allowed at all. Respect the space that our team is occupying, which means that the expectation is that the team area is kept neat and will be cleaned up at the conclusion of the Meet.				
Consequences of not meeting these expectations					
Step 1	Verbal Warning				
Step 2	Asked to leave practice/meet and communication home				
Step 3	Suspension from practice/meets until a parent meeting is held, not allowed on travel trips				