



YMCA of Greater New York
McBurney Branch YMCA

Manta Rays Swim Team



Handbook

YMCA of Greater New York MISSION STATEMENT

*The YMCA of Greater New York is a community service organization,
which promotes positive values through programs that
build spirit, mind and body, welcoming all people,
with a focus on youth.*

Youth Sports Philosophy

- ***Participation.*** *Everyone plays!*
- ***Fun.*** *We play sports to have fun.*
- ***Fitness.*** *Regular exercise is important.*
- ***Skills.*** *Emphasize the fundamentals*
- ***Teamwork.*** *Focus on cooperation, not competition!*
- ***Fair Play.*** *Fair play involves respect.*
- ***Family Involvement.*** *Youth sports are a family program.*
- ***Volunteers.*** *Volunteers are key!*

Goals

- *To build self-esteem.*
- *To teach social skills.*
- *To teach physical skills, fitness and health.*
- *To develop responsibility and decision-making skills.*
- *To enhance leadership skills in youth and adults.*
- *To build relationships among peers and between parent and child.*
- *To support and strengthen family life.*
- *To create a fun experience for children and their families.*

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INTRODUCTION

This handbook provides guidance to swimmers and families and to make our team a more productive and efficient group. We ask that Manta Rays swimmers, parents and coaches read this handbook to become familiar with the operation of our program and swimming related information. Questions concerning information in the handbook should be directed to our coaches and Aquatic Director. Please feel free to give us written recommendations for topics that may have been omitted or may need enhancement to Nia-Michelle Caprioli, Aquatics Director at ncaprioli@ymcanyc.org.

The goal of the McBurney Swim Team is to provide opportunities for the full development of the athlete. We accomplish this through well guided and coordinated activities aimed at producing the best possible results. These activities include general in-and-out of water conditioning, dry land and strength training, technique work and mental training. The head coach designs and directs the program in consultation with the coaching staff.

Volunteerism

Parent volunteers are the cornerstone of a successful swim team. Volunteers perform a variety of tasks ranging from:

- Participating on our Parent Advisory Committee (PAC) committee.
- Preparing for team events.
- Organizing fundraisers and arranging team parties.

100% parent participation is the Manta Rays expectation. Please sign up early for jobs that interest you.

Communication

Teams are like a family, and like in all families, communication is key to our ability to work together and achieve success. We ask for written/verbal or email notification for illness and injury. Written/verbal notification or email is required 2 weeks in advance when swimmers will be unable to attend a meet.

Following are ways to communicate information:

Email – Luis Sinche – Head Swim Coach – luisinche10@yahoo.com
Nia-Michelle Caprioli – Aquatics Director –
ncaprioli@ymcanyc.org

Internet – <http://www.ymcanyc.org/mcburney/pages/mcburney-manta-rays>

PARENT ADVISORY COMMITTEE (PAC)

Upon enrolling a child, every parent is a member of the PAC. The PAC provides the extra power we need to have a great swim team club. The PAC Chairpersons and the Head Coach decide which committees are needed at the beginning of the year. All committees are responsible for recruiting volunteers, organizing refreshment for events, etc. Please sign up for specific activities or respond to calls for assistance from fellow PAC members.

COACHES

Coaching Staff

Nothing influences the quality of children's sports more than coaches.

Our coaches, experienced in multiple levels of competition, pass this experience and knowledge on to our youth athletes. They also apply their knowledge of the physiology and psychology of adolescent development to assure that our team members have a quality experience.

Coaching Responsibilities

- Placing swimmers into practice groups, based on the age and ability level of each individual as well as the athlete's goals. Sole responsibility for athletes' team placement changes, stroke instruction and training rests with our coaches.
- The coaching staff sets up a team plan for the swimmers.
- Deciding which meets we attend as a team and which events a swimmers enters. The building of a relay team is the responsibility of the coaching staff.
- Conducting and supervising warm-up procedures for the team.
- Offering constructive feedback regarding the swimmer's performance. It is the parent's job to offer love and understanding regardless of their child's performance.

A traditional communication gap on swim teams occurs between parent and coach. We encourage parents to discuss concerns directly with our staff. When speaking with a coach about a sensitive issue, try to keep in mind that you and the coach both have the best interests of your child at heart. If you trust that the coach's goals match yours, even though the approach may be different, you are more likely to enjoy good rapport and a constructive dialogue. Understand that the coach must balance your perspective of what is best for your child with the needs of the team or a training group that can range in size from 5 to 40 members. If a coach cannot satisfactorily resolve your concern, then ask that one of the head coaches or team manager join the dialogue. If another parent uses you as a sounding board for complaints about a coach's performance or policies, listen empathetically but encourage the other parent to speak directly to the coach.

SWIMMERS

Team Structure

Swimmers are divided into training groups based on their experience and skills. These team groups facilitate the training process and ensure that training plans are devised in accordance with the needs of each group. The guidelines below help coaches place swimmers but are flexible depending upon the needs of an individual swimmer. Only coaches may decide the final placement of a swimmer. We ask parents to allow coaches to exercise their own judgment in team placement. A coach is an objective observer who can easily determine when and if an athlete is ready to move up.

Team Tuition

Payments are made in installments of four (4) during the swim year. The first payment is made when signing up, the second is due on October 15th, the third is due November 15th, and the fourth and final payment is due January 2nd.

Swim meet fees are to be collected two weeks before the date of the meet to ensure all swimmers are correctly registered into the system. All fees must be paid in person at the McBurney membership desk.

Anyone who wishes to join the United States Swimming team must pay the individual yearly membership fee.

All swimmers must be a McBurney YMCA member.

Training

Practice sessions are the most important aspect of competitive swimming. Consistency is needed to progress through the classes of swimmers. Training schedules are designed to provide slightly more time than is required for a swimmer to accomplish this. It is important that swimmers attend practices for their team group to derive the program's full benefits.

Team Spirit

When we are at a meet, we want to see a team full of "cheering maniacs", however, camaraderie goes much farther. Take an interest in your teammates' improvements and challenges. Do not make the mistake of believing that you cannot learn from some teammate who may be slower than you. It takes a combination of skills to make a successful swimmer.

Practice and Attendance Policies

- Practice will be cancelled when most of the team will be attending a meet.
- Notices are posted via email and team unify account.
[Manta Rays Home \(gomotionapp.com\)](http://gomotionapp.com)
- Each training group has specific attendance requirements appropriate to its objectives. As a rule, the least possible interruption in the training schedule will foster the greatest amount of success. The club encourages younger swimmers to participate in activities other than swimming.
- As swimmer's move to higher groups, they must attend more practices.
- Swimmers should arrive at all practices no earlier than 30-minutes prior to their workout time, unless accompanied by a parent. They should be picked up no later than 15-minutes after their practice is completed.
- Swimmers need to be ready to swim (suite, caps and goggles), and have done preliminary stretching at least five minutes prior to the start of their practice.
- The McBurney YMCA membership card must be displayed to enter the facility.
- During practice sessions, swimmers are never to leave the pool area without the coach's permission. In case a swimmer is late for practice, it is our hope that parents will send a note with the child explaining the reason for being late.
- Swimmers are required to stay during the entire practice.
- While on away meets, everyone has an obligation to act as guests in all buildings (both swimmers and parents). Every member of the club needs to do everything possible to respect this privilege. Yelling and horseplay will not be tolerated anywhere. Any damages to property will result in financial liability to the swimmer's parents and may result in suspension or expulsion from the team.
- Parents are not allowed on the pool deck during meets or practice except those who are volunteering.
- Parents are allowed to observe practice from proper waiting areas. Our coaching staff maintains an open-door policy. Feel free to stop in and speak to one of the coaches before or after practice.

Team Attendance Requirements by Group

Space is limited in our program, and attending practices is a priority. Your energy is needed if we are going to go far.

Team Uniform

The team uniform includes a Manta Rays Swim Cap and bathing suit. The design will be sent out at the beginning of the season and sizes will be taken. Please be sure to request the correct size to avoid multiple purchases.

Responsibilities

As each swimmer's level of ability increases, so does their responsibility. All swimmers are encouraged to aspire to the Senior Team. As swimmers improve, this deep commitment requires great effort on all parts. Swimmers have responsibilities to the team, the coach, their parents and most importantly, *to themselves*. Swimmers need to prepare themselves for a 100% effort at every practice. Swimmers are responsible for ensuring that their equipment is properly adjusted and that spares are available. Equipment adjustment and repair are not acceptable excuses for missing part of a training session.

CODE OF CONDUCT

The purpose of this code is to promote the best possible ethics for this program on an individual and team basis. All team members must agree to and abide by this code of conduct.

Part 1 – Swimmers’ Code of Conduct

- Team members will always follow the directions of the coaching staff.
- Swimmers may not interfere with the progress of other swimmers, during practice or otherwise.
- All participants will wear designated team suits, caps, and T-shirts during all competitions.
- Consumption, possession, or purchase of alcoholic beverages, smoking or chewing tobacco, or any kind of drugs is subject to suspension or expulsion from the team.
- At all club functions, whether practice, meets, or social gatherings, swimmers are to behave so that their actions reflect positively on the team. Indiscreet or destructive behavior will not be tolerated. Every effort should be made to avoid ‘guilt by association’ with such activities at any time. Some of these activities include but are not limited to:
 - Willful damage to practice or competition facilities
 - Fighting, wrestling, or other forms of roughhousing
 - Irresponsible or unsafe conduct
- All members of the club, whether parents or swimmers, must protect the excellent reputation of the McBurney YMCA throughout the city, state, and country.

Part 2 – Parents’ Code of Conduct

To have a successful program, there must be understanding and cooperation among parents, swimmers, and coaches. The progress your swimmer makes depends largely on this relationship.

The guidelines below are offered to help you keep your child’s development in perspective and help your child reach his/her full potential as an athlete.

- The coach is the Coach! To produce optimal results, your swimmer needs to relate to his/her coach concerning swimming matters.
- The coach's job is to motivate and to constructively criticize the swimmers' performance. It is the parent's job to supply the love, recognition, and encouragement necessary to make the athlete work harder in practice, giving him/her confidence to perform well in competition.
- Children 10 and under are the most inconsistent swimmers, and this can be frustrating for parents, coaches, and the swimmers alike. Parents and coaches must be patient and permit these youngsters to learn to love the sport and develop at their own rate.
- Even the best swimmer will have meets where he/she does not do his/her best times. These "plateaus" are a normal part of swimming. Over the season, times usually improve. Please be supportive.

Parents' Responsibilities

- Please have your swimmers at practice on time. Give all the support you can. Encourage good diet and sleeping habits.
- Please send a written note if your child will miss practices.
- Please send a written note at least 2-weeks prior to a meet if your child will be unable to attend a specific meet.
- Parents are responsible for prompt payment of all team related fees.
- Parents are responsible for volunteering.
- Parents need to be involved in their children's participation in our team.

Parent Guidelines

The following are guidelines for an effective, sportsman-like atmosphere between parents and coaches.

- Please do not approach the pool deck during swim practice for any reason. This takes away from the coach's attention to the swimmers and presents a safety hazard.
- If your swimmer is late for practice, make sure to give him/her a handwritten note for late admission to practice.

- Questions or concerns regarding the training or performance of your swimmer(s) should be directed to the coaching staff. All other concerns and/or complaints regarding schedules, meets, entries, fees, fundraising, etc., should be addressed to the Head Coach or the individual designated for that activity. Please contact the Head Coach via e-mail (luisinche10@yahoo.com) or by phone (347-262-6920).
- You may also contact Aquatics Director Nia-Michelle Caprioli at ncaprioli@ymcanyc.org
- A phone chain will be established, and email sent to announce weather-related cancellations. If practice is not cancelled, it is your responsibility to determine whether it is safe to travel to practice.
- At a swim meet, parents should make every effort to limit contact with athlete on deck. The pool deck is a very busy place during a swim meet, and the swimmers' attention should be focused on the progress of the meet and on supporting their teammates.
- We ask parents to honor the YMCA's core value of Respect at all times during practices and meets, even when disagreeing with another parent or the coaches.
- Any question concerning the Parent Code of Conduct should be directed to Nia-Michelle Caprioli, Aquatics Director.

ILLNESS AND INJURY

Whenever possible, the coach and administrative staff need to be informed as soon as possible of an illness or injury.

If your swimmer will be out of the water over a long period of time with an injury or illness, please call the Coach Luis Sinche at (347) 262-6920 or email luisinche10@yahoo.com.

Meet Attendance

Meet attendance is mandatory for all Swim Team members.

- Team members must arrive on time for meet warm-ups, prepared to swim. Lateness will result in a child not being allowed to swim.
- If you are unable to attend a meet, written notification must be given to the coach.
- Meets for “*qualifiers only*” require that swimmers meet qualifying times in individual events.
- If any swimmer wants to participate in any meet, an e-mail confirmation has to be sent or they can sign up through team unify. If not, the swimmer will not be entered in the meet. After signing up, the swimmer will be required to attend.

Team Seating at Meets

Swimmers sit together on the pool deck for the duration of the swim meet. They must ask a coach’s permission before leaving the pool deck, and particularly before leaving for the day. The McBurney YMCA parents’ sit together in the bleachers, and cheer for the Manta Rays swimmers.

In-House Meets

Swimmers can have two viewers each. All viewers must sit in the viewing area that is located directly outside of the pool.

The Competitive Strokes

The four competitive strokes are *freestyle, backstroke, breaststroke, and butterfly*. Events are held in all four strokes at varying distances depending on the age of the swimmer. The individual medley is a distance event characterized by swimming one length of each of the four competitive strokes. There are also relays during which a group of four swimmers either all swim freestyle (freestyle relay) or one of the competitive strokes in the order of backstroke, breaststroke, butterfly, freestyle (medley relay).

The Competitive Seasons

USA and YMCA Swimming divides the swimming year into two seasons.

The Short Course Season - Running from September to April, which is swum in short course pools (25 yards, non-Olympic). All meets during this season are held in the standard college and high school size pool. *8 and Under Championships, YMCA States Championships, YMCA National Championships, Age Group Invitational, Silvers, Junior Olympics, Senior Metropolitan, Zones, Junior Nationals and Senior Nationals*. Every Manta Ray swimmer, depending on experience and level, will be entered in the meet they qualify for. Each meet provides an opportunity to advance to the next level of competition. We also participate in Novice and Dual meets.

The Long Course Season – is held in the standard Olympic and international size pool of 50 meters. The Long Course Season extends from April to mid-August. The Long Course Season features a number of major championships geared to the most serious competitors: *YMCA Nationals, Junior Olympics, Zones, Junior Nationals, Senior Nationals, and a variety of Grand Prix and international meets*. We also participate in Novice and Dual meets.

RECOGNITION AND AWARDS

Annual Banquet

The Annual Banquet celebrates the close of the Short Course Season. It provides an opportunity for our swimmers, families, and staff to get together and have fun. We celebrate team achievements for the period of September through March. We hold a ceremony honoring our swimmers and awards are distributed. All awards commend our swimmers for their commitment to themselves and our team.

Awards

Participation Award - Given to any swimmer that finishes the season, September to June.

Most Improved Award – Given to swimmers who have shown dramatic skills improvement.

Team Spirit Award – Given to swimmers with infectious enthusiasm and who are supportive of teammates at meets and practices.

Most Valuable Award – Given to the best all-around swimmer, based on team spirit, dedication, meet, practice performance and attendance.

Most Outstanding Swimmer Award – Given to swimmers with superior skills and practice attendance. The award will also be based on individual achievement.

Coaches Award – Given to beginners who show leadership in and out of the water.

OUT OF TOWN MEETS/TEAM TRAVEL

Occasionally, we attend meets outside of New York City. Most meets we attend are within reasonable driving distance or are accessible by public transportation.

- A medical release and emergency telephone number should be given to the parent/driver with whom your swimmer is riding.
- A swimmer riding in a car is responsible to the parent/driver for his/her behavior.
- The Travel Committee will arrange accommodations, group travel, and itineraries for the team to away meets that are beyond a reasonable driving distance.
- Parents are responsible for payment of swimmers' accommodations, travel and food. Do not ask your swimmer's to handle this job.
- Parents are encouraged to chaperone the team when attending away meets.
- For group travel, swimmers must travel with the team and stay in the team's hotel on all long-distance trips.
- Swimmers must remain with the team for the duration of the trip – including meals and team functions.
- Swimmers must receive a coach's permission to leave meets early (with their parents, for example). Swimmers are responsible for round-trip transportation costs, regardless of getting an early ride home.
- The full amount of designated transportation/accommodation costs will be collected in advance or billed to the parents. These amounts are not refundable.

PRACTICE SCHEDULES

All schedules are subject to change. This schedule is for the WHOLE TEAM.

Junior Varsity – Monday, Wednesday, Friday
Swim Practice – 3:30pm – 4:30pm

Sunday 10:00am – 11:00am

Varsity – Tuesday's & Thursday's
Dry land Training – 3:30 PM – 4:15 PM
Swim Practice – 4:30 PM – 6:00 PM

Monday's, Wednesday's, & Friday's
Swim Practice - 4:30 PM – 6:00 PM

Sunday 11:00 AM – 12:30PM

Please note that ALL practices are at the McBurney YMCA.

McBurney YMCA SWIM TEAM **TRYOUTS AND** **SWMMING EVALUATIONS**

We welcome swimmers of all abilities to try out for the McBurney YMCA Manta Rays Swim Team. Our swimmers range from 8 to 18 years of age- from beginners to advanced competitors. There is a place for almost everyone in our program. We are happy to answer your questions about us and about competitive swimming in the New York City area. We will send materials to you via email.

To arrange for a tryout, contact Coach Luis Sinche by email luisinche10@yahoo.com or Nia-Michelle Caprioli via phone (212) 912-2321 or email ncaprioli@ymcanyc.org.

