



Mansfield Waves

Swim Team Handbook

2025- 2026 Season



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

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Mission of the YMCA

**Building a community
where all people, especially youth,
are encouraged to develop
their fullest potential
in mind, Body and Spirit.**

Contact Information

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Assistant Coaches-

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Team Communication

SportsEngine Motion

Our main line of communication is through the SportsEngine Motion App. It is critical you have access to this app (and/or website) to be able to receive communication from the coaches as well as view the following:

- practice schedule (including location, times, cancellations, etc.)
- meet schedule (including sign-ups, location, times, heat sheets)
- your swimmer's meet results, season and lifetime best times
- team bonding events

Email Correspondence

Email is the secondary line of communication from the coaching staff and Aquatic Director. Please make sure to frequently check your email for the following:

- automatic email reminders for meets, practices, team events, etc. from the staff via SportsEngine Motion.
- weekly update email from coaching staff
- financial update information from Aquatic Director
- Mansfield YMCA information emails

Phone/Text Correspondence

The final line of communication is through call or text. This line of communication is used by staff if a day-of response is needed regarding your swimmer/account, including emergency situations. Please leave text communication with the coaching staff to a minimum unless necessary.

Registration

In order to participate on the Mansfield YMCA Swim Team, **each swimmer** must meet the following requirements.:

- A current YMCA of NCO- Mansfield Branch membership in good standing for the entire duration of the season
- All forms signed and completed prior to participation, including-
 - Emergency Medical Authorization Form
 - Emergency Contact Form
 - Parent Volunteer Acknowledgement Form
 - Swimmer Code of Conduct Form
 - Payment Plan Authorization Form (if applicable)
- Team registration fee paid in full or payment plan established with the Mansfield YMCA Aquatic Director
 - if using a payment plan, first installment must be paid prior to participation

These requirements comply with the rules and regulations set forth by the YMCA Swimming and Diving National governing body.

Fees for Participation

2025/2026 Season Team Fees

Team fees include registration fees for all dual meets, the Divisional meet and League Champs, as well as a team cap:

Full Team: \$375 Middle School: \$200* High School: \$100*

Please note: middle school and high school fees are prorated for those swimmers that are **actively participating on their school's swim team. Those of middle school and high school age that are **not** swimming for their school team shall pay the full team registration fee.*

Multiple Family Member Discount:

Families with multiple swim team participants will receive a \$25 deduction for all swimmers after their first registered child. (Ex. 3 children: first child- \$350, second and third child- \$325 each).

Payment Plan Options:

Payment in full is expected before the first night of practice, unless a payment plan has been established with the YMCA. **If there has been no payment or payment plan established by October 10, swimmers will not be able to practice or compete with the team until such is resolved.** Please contact the Mansfield Branch Aquatic Director to set up a payment plan prior to participation.

A reminder that all swimmers must also have a current Mansfield YMCA membership for the duration of the season. This is a YMCA of USA governing body regulation.

Fees for Participation

Equipment and Uniform

Team Suit:

Swimmers are required to buy the current season's team suit. The team suit shall stay the same for two consecutive seasons, depending on availability and/or discontinuations, and shall change for the fall of even number years. Team suits and equipment can be found on our SwimOutlet.com team store.

Team Cap:

One team cap per swimmer will be provided prior to the first dual meet of the season. Swimmers are expected to wear their team cap and suit at all regular season meets. Additional caps may be available for purchase, please see Head Coach regarding such.

Practice Equipment:

Our practice facilities graciously provide us with kickboards for our use. Each practice group has equipment that will need to be brought to every practice following practice group assignments:

- Bronze group-
 - swimming fins (please no scuba/snorkeling fins)
- Silver B group-
 - swimming fins (please no scuba/snorkeling fins)
- Silver A group-
 - everything of Silver B, plus paddles and pull buoy
- Gold/Senior groups-
 - everything of Silver A, plus swimming snorkel

Fees for Participation

2025/2026 Invitational Fees

The Mansfield Waves participate in a minimum of 3 invitationals each season. These are *optional*, but highly encouraged.

Invitational Participation Cost:

Each invitational has a participation fee established by the hosting team. The exact meet cost is typically sent to us at the beginning of the season but most invitationals average between \$15 to \$30 per swimmer.

How to Pay:

All invitational fees are the responsibility of the swimmer's family to pay.

Registration must be done through the SportsEngine Motion team app. The Head Coach will have the swimmer's invitational fee added to their YMCA account.. Invitational fees will be charged to the credit card on file on the invitational signup deadline date.

Due to the no refund policy set forth by host teams, no refunds can be issued past the registration cut-off date for each invitational.

Practice Groups

Training groups are decided based on many variables: age, ability, commitment, training group space, test sets; just to name just a few. The coaching staff will assign each swimmer to a training group after evaluation week.

Please remember, your swimmer's best interest is always at the forefront of these decisions. If you have concerns about their training group, please contact the Head Coach either via email or through phone **outside** of practice hours.

Bronze Group

This is our entry-level group. Athletes in this group focus mainly on learning four legal competitive strokes, having fun, and perfecting start and turn technique. Swimmers must be able to swim legally and safely at the minimum 25 freestyle and 25 backstroke. Bronze group swimmers and parents are encouraged to focus on the fundamentals of swimming before competitive performance.

Practice Times:

Mon/Tues/Wed/Thurs- 45 min of in-water training (check SE Motion for location/times)

Silver B Group

Athletes in this group are usually 10 & under, legal in all 4 strokes and turns, and have been approved by the Head Coach to move up. This group is exposed to training for the first time while trying to prepare for the 50s of stroke, 100 Freestyle, and 100 Individual Medley races.

Practice Times:

Mon/Tues/Wed/Thurs- 1 hour of in-water training (check SE Motion for location/times)

Silver A Group

Athletes in this group are usually 10-14, but any older swimmer that cannot hit the standards for Gold group may be placed here. Dryland training will be introduced to this group and practices will be run on interval training. Endurance training will be introduced with a prep for 100s of stroke and 200 IM.

Practice Times:

Mon/Wed- 1 hour of in-water training (check SE Motion for location/times)

Tues/ Thurs- 30 min of dryland plus 1 hour of in-water training

Practice Groups

Training groups are decided based on many variables: age, ability, commitment, training group space, test sets; just to name just a few. The coaching staff will assign each swimmer to a training group after evaluation week.

Please remember, your swimmer's best interest is always at the forefront of these decisions. If you have concerns about their training group, please contact the Head Coach either via email or through phone **outside** of practice hours.

Gold Group

Minimum age for entry into this group is 11 years old. Athletes entering this group must display a desire to begin training on a more committed basis. Competition at all regular swim meets is expected in this group. Athletes in this group will begin training for the mid-distance events and have end-of-season goals set for Zones. Practice attendance commitment of 75% min.

Practice Times:

Mon/Wed- 1.5 hours of in-water training (check SE Motion for location/times)

Tues/Thurs- 30 min dryland plus 1 hour of in-water training

Senior Group

Minimum age for entry into this group is 13 years old. Athletes entering this group must display a desire to train with a strong commitment to the team and their own swim goals. Competition at all swim meets is expected in this group with strong encouragement at all invitationals to prep for end-of-season goals. Athletes in this group will train for a range of events and have goals set for Zones and Nationals. Practice attendance commitment of 85% min.

Practice Time and Requirements:

Mon/Wed- 1.75 hours of in-water training (check SE Motion for location/times)

Tues/Thurs- 30 min dryland plus 1.25 hours of in-water training

Competition Guidelines

Regular Season Meet Schedule

The Mansfield Waves participates in the Northeast Ohio YMCA Swim League, comprised of roughly 20 teams. Travel for meets should be expected.

Our meet schedule includes: dual meets, invitationals, Divisional meet, and League Champs.

- **Dual Meets-**

- 6 meets over the span of the regular season
 - Saturdays: 1 in October, 2 in November, 1 in December & 2 in January
 - Dates, times & locations for each can be found in the SE Motion App
- participation in all dual meets is encouraged and expected in order to uphold your swimmer's commitment to the team

- **Invitationals-**

- Mansfield Waves will be participating in a minimum of 3 invitationals over the span of the regular season
 - 1 in October, 1 in December, and 1 in January
 - Dates, times & locations for each can be found in the SE Motion App
- participation in invitationals are **optional** but highly encouraged
- invitationals incur an extra fee set by host team and are the responsibility of each family to pay **prior to** the meet (*see page 4*).

- **Divisional Meet-**

- 3 divisional meets are held simultaneously within our League
- all swimmers that swim a **minimum of 3 meets** (3 dual, or 2 dual & 1 invite) will be eligible and expected to participate in the Divisional meet
- Typically held the first weekend of February

- **League Champs-**

- top 30 swimmers (top 20 for 13o) in each event qualify on to League Champs from the combined divisional meets results
- all swimmers that qualify are expected to participate in the League Champs meet
- typically held the first weekend of March

Competition Guidelines

Post- Season Meet Schedule

- **Great Lakes Zone Meet-**

- Mansfield Waves swim team is a part of the Great Lakes YMCA Zone for swimming.
- typically held the second weekend of March
- this is a time-qualifying meet based on the swimmer's age group **as of the date of the meet** not December 1.
 - This is a new change for the 2025/2026 season.
- Dates, times & location can be found in the SE Motion App
- participation is expected from all swimmers who qualify
- qualifying cuts can be found on our team website or on the Great Lakes Zones website. Your swimmer will be notified if they receive a cut.

- **YMCA Swimming National Championships-**

- this is a time-qualifying meet (no age groups). Swimmers must also be a **minimum** 12 years of age at the time of the meet.
- typically held the first week of April
- Dates, times & location can be found in the SE Motion App
- participation is highly encouraged from all swimmers who qualify.
 - If cost is a barrier, there are many scholarships available to help cover some travel expenses.
- Qualifying cuts can be found on our team website or on the YMCA National Swimming website. Your swimmer will be notified if they receive a cut.

Competition Guidelines

Swim Meet FAQs

- **What should I pack for my swimmer?**
 - team suit, back-up suit, team cap, back-up cap, 2 goggles
 - towel, warm clothes to wear on deck, refillable water bottle
 - healthy snacks and lunch— no candy or junk food please!
- **What time should I arrive?**
 - each swimmer should be on deck and ready for their warm-ups between 15-30 min prior to the warm-up time. Please do not arrive earlier than the 30 min mark prior.
- **Can we leave once they finish their last race?**
 - unless you have a prior commitment that is communicated to coaches before the day of the meet, all swimmers are expected to stay for the entirety of the dual meet and cheer on their teammates. **Swimming is as much a team sport as it is an individual sport.**
 - Relay line ups may change mid-meet and your swimmer may be needed in the free relay at the end.
 - No swimmer should leave a meet without first checking in with the coaching staff.
- **Do I have to work at a meet?**
 - Meets (away and home) cannot happen without the involvement of our swim families. Please make sure to check the assignments prior to the meet (*see parent/guardian guidelines for more details*).
- **How long are meets?**
 - Depending on size of teams, dual meets can range between 3-4 hrs (including warm-up). Invitationals, Divisionals, and League Champs can be 4+ hours depending on what your swimmer(s) is/are competing in.

Parent/Guardian Involvement

In order for our team (and meets) to run smoothly, we must have all families contributing their time through position participation. This can be done in multiple ways:

Timers- no experience necessary! 2 timers are needed at each lane as a backup for the automatic timing system. Job duties will be explained at the beginning of the meet.

Officials- a great way to learn more about the sport your child loves! Multiple levels of participation; certification required. Virtual clinics available at the beginning of the season; cost is reimbursed by the League.

Deck Helpers- help to organize our 10&unders behind the blocks and keep track of swimmers during the meet.

Other Duties- other opportunities to support the team may arise throughout the season. Be on the lookout for these different positions!

All families are required to fulfill assigned volunteer duties at meets. If you can no longer fulfill your slot, it is your responsibility to find someone to cover

Codes of Conduct

Parent Code of Conduct

The following guidelines state the principles that the Mansfield YMCA expects all Waves parents & guardians to demonstrate. **Failure to uphold these principles may result in dismissal of said family from a practice, meet, and/or team.**

- Set the right example for our children by showing respect and common courtesy at all times to the team members, coaches, competitors, officials, parents, and for all facilities used during practice and competition.
- Respect the integrity of swim officials by assuming decisions are based on honest, objective evaluations of performance. **Only coaches may approach meet officials for clarification of rulings.**
- Demonstrate good sportsmanship during all practices, competitions, and team activities. Represent the Waves with excellence, respect, team spirit, sportsmanship, and politeness.
- Maintain an open and honest line of communication with all Mansfield Waves family members and coaches. We reach our common goals more easily by working together.

Codes of Conduct

Parent Code of Conduct (cont.)

- If you have any practice concerns, address it with the appropriate Waves coach in private. If you have any club-level, other parent/teammate, or coaching concerns, address those with the Head Coach in private. All other issues, including financial, should be addressed with the Aquatic Director. Please follow the appropriate chain of command.
- Support your coaches as they strive to do what is best for each Waves swimmer. Realize that swimmers become easily confused when coached by parents at the same time as their coaches. Your unconditional love and support before and after races & practices will help your kids best.
- Practices will remain open for viewing so long as all parents allow the coaches to fully coach. Any distractions or sideline coaching will be addressed by:
 - 1- verbal warning to parent/guardian
 - 2- written warning to parent/guardian
 - 3- parent/guardian no longer allowed to stay and view practices. It will be drop-off/pick-up.
 - if it becomes a recurrent issue with multiple families, practices will be closed for viewing for all families.

Codes of Conduct

The undersigned athlete on the Mansfield Waves agrees to abide by the standard of conduct outlined below in addition to those established by the staff. All team members are expected to :

1. Offer congratulations to opponents, win or lose, and cheer on their teammates.
2. Follow the directions of the coaching staff during practice, meets, and other team activities.
3. Not possess, sell, or use alcohol, tobacco, or any non-prescribed drugs. This behavior is not tolerated.
4. Not remove or take any article that does not belong to them, such as clothing, jewelry, money.
5. Respect the property of the YMCA/Malabar and other facilities the team may visit or use.
6. Display proper respect and sportsmanship toward coaches, officials, administration, fellow competitors, parents, and the public.
7. Promote positive team spirit and morale, which includes being humble in victory and courageous in defeat. Deal justly, kindly, impartially, and intelligently with all fellow team members.
8. Refrain from all legal or inappropriate behaviors that would detract from a positive image of the team or be detrimental to its performance objectives.

Code of Conduct Acknowledgement Form

Failure to comply with the either code of conduct may result in, but not limited to:

- A. Swimmer/Parent not allowed participation in some or all team activities, including practices and meets.
- B. Swimmer/ Parent immediately being sent home at their expense
- C. Swimmers/Families being temporarily or permanently dismissed from the team.

The coach in charge, along with the Head Coach and the Aquatic Director, will make the final decision on matters of discipline or dismissal based on the degree of violation of the above code by the swimmer or parent(s). Any swimmer removed from the team for a behavioral reason will not be refunded any money.

If at any point a parent/guardian needs to address an issue with a coach or the Aquatic Director, a time needs to be set up with such to discuss any questions or concerns. This meeting may or may not include the athlete (depending on the need for the meeting) and will not take place prior to or at the end of a competition meet.

Swimmer Signature

____/____/_____
Date

Parent/Guardian Signature

____/____/_____
Date