



**YMCA OF INDIANA COUNTY  
PIRANHA SWIM TEAM HANDBOOK**



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# **YMCA OF INDIANA COUNTY PIRANHA SWIM TEAM**

## **Welcome**

Swimmers, welcome to the YMCA of Indiana County Piranha Swim Team. Parents as a part of your child's participation on the Piranha swim team, you are automatically a part of the Piranha Swim Team Parents Organization (P.S.T.P.O.). We play a critical role in ensuring our team has all of the support it needs to ensure a successful swim season. It is great to have you as a member of our team. To help you become acquainted with the workings of our team, we have prepared this introductory package of information. All parents are expected to be an active participant on the PSTPO. There are many different ways you can do that and this booklet will assist you in becoming active participant and supporter of the YMCA of Indiana County Swim Team program.

## **Goals of the Swim Team**

Ultimately, our coaches will work with your child to help him/her become the best competitive swimmer they can possibly become while also focusing on developing him/her into the best possible young person he/she can become.

Our swim team program follows many of the same principles our other YMCA programs follow like:

- We follow the YMCA Core values of: Honesty, Caring, Respect, Responsibility and Teamwork to teach and train our young athletes how to become young adults.
- Our areas of focus are Healthy Living, Youth Development, and Social Responsibility.

Of course, along the way, we make every effort to help them become exceptional swimmers as well. Our program has a long track record of being one of the best teams in Western PA and that doesn't come about by accident. Our coaches are exceptional and will take the time to ensure the development of every child along the way.

It is our expectation that all swimmers follow the recommended training schedule for their assigned group. We also expect that all parents take the time to understand how they can help their child grow and be successful in our program. Each of you will play an active role in the PSTPO, be an active advocate for your child(ren), to listen to their coach(es) and understand their expectations, and help your child(ren) put forth their best effort at all times even when the task may seem daunting. It is this type of teamwork from all folks involved that builds a winning program with exceptional youngsters.

## **Overview of the Team: Piranhas**

The YMCA Swim Team is a competitive program for boys and girls ages 5 to 18. Team members train based on the training group he/she is assigned. Training group assignments are decided upon by the coaching staff and are based on the training capabilities of the swimmers on the team. A group assignment from one season does not ensure the same group assignment for the next as individual

swimmer abilities are constantly changing. Each training group has different days/times they meet to train. Fall season typically practices from 3:15-6:00 p.m. Monday-Friday and 6:00-7:00 p.m. 3 nights each week. The summer swim team trains from 3:15-6:00 p.m. until IASD dismisses and then trains at Mack Park Pool in the mornings and evening. Our youngest swimmers train at the YMCA during the summer months.

The team trains based on a seasonal schedule. There are 2 primary seasons: Fall (Sept-March) and Summer (April-July).

The team is divided into 5 age groups for competitions for both boys and girls. They are as follows (All ages are determined based on your age as of December 1st of the Winter season and May 1st of the Summer season.

- 8 & Under:
- 9 & 10
- 11 & 12
- 13 & 14
- 15 to 21

Occasionally there are additional “optional” training programs swimmers may choose to enroll in to advance their skills. At the beginning of each season we encourage current swimmers to invite their friends who may be interested in participating on the swim team to try the “Try It You’ll Like It” program. This is a one weeklong training experience for non-swim team members to see if they are interested in joining the team. We also offer a Stroke Clinic for current swimmers to participate in as a way to spend a full week focusing completely on improving stroke technique and efficiency. The last additional swimming option we offer is a Saturday morning practice option. Swimmers who wish to have the option of practicing on Saturday mornings may register for this program. Lastly, we offer a strength training component led by a fitness specialist. The trainer will work with each swimmer to maximize strength and stamina to help them advance their swimming skills.

Our YMCA competes regionally in the WPYSL (Western PA YMCA Swim League) in the Western District of PA Swimming. Swimmers may also choose to compete in AMS (Allegheny Mountain Swimming) as a participant in US Swimming (United States Swimming). This is a similar program to the YMCA’s and is available to all Piranha Swimmers. There is an extra USA Swim fee that is required if you wish to participate. US Swimmers may not skip a YMCA Team Meet to participate in a US Swim Meet. Swimmers must fully satisfy all YMCA obligations to be eligible to participate as an AMS/USS swimmer with the INDY Piranha Swim Team.

We have swimmers from several different school districts and do our best to make all swimmers feel welcome. We ask that swimmers make every effort to arrive early enough to begin practice at the scheduled time. Once high school swim season begins, we realize several of our swimmers may attend high school swim team practice as opposed to YMCA swim team practice. We understand this

and relax any attendance requirements for practice during the high school season for swimmers who are training with their school team. However, YMCA dual meet participation is still required.

## Basic Team Requirements

To be a member of the swim team, you need to meet a few simple requirements:

- You have to be a member of the YMCA of Indiana County
- You must register and pay for the swim team program
- You must possess a minimum swimming ability – this may sound silly, but this is a swim team, not a swim lesson program. To be evaluated for swim team assignment, please contact our head swim coach for an assessment. Swimmers not yet ready for the full swim team program will be directed to the swim lesson program or our developmental team.
- You may not represent another YMCA or US swim team.

## Coaching Staff

|                 |                           |
|-----------------|---------------------------|
| Lori Nagy       | Head Coach                |
| Jenn Reiter     | Assistant Coach           |
| Nicole Zaucha   | Assistant Coach           |
| Trisha Kessler  | Assistant Coach           |
| Stacey Mytrysak | Assistant Coach           |
| Kim Hartle      | Assistant Coach           |
| Dave King       | Assistant Coach           |
| Heather Reed    | Assistant Volunteer Coach |

## Websites

- YMCA Website: [www.icymca.org](http://www.icymca.org)
- Piranha Team Website: [www.indyswimming.org](http://www.indyswimming.org)
- National YMCA site: [www.ymcaswimminganddiving.org](http://www.ymcaswimminganddiving.org)
- Western PA YMCA Swim League: [www.wpysl.org](http://www.wpysl.org)
- WPIAL-School Sports: [www.wpial.com](http://www.wpial.com)
- American Swimming Coaches Assoc: [www.swimming.org](http://www.swimming.org)

## Apps That Can Be Helpful

- OnDeck – Powered by Team UNIFY. This app is where you can find information on our swim meets, provide input on your swimmers events, declare intent to participate in optional invitationals, select the volunteer role you will fulfill at our home meets and fundraisers and more. You will maintain your “account” information here for your child(ren). Also, some of the

swim meets we participate in will use this app to share their swimming results live as the meet progresses.

- Meet Mobile – This is a swim meet program that shows results of swim meets. Some of the swim meets we participate in will use this app to share their results live as the meet progresses.
- Email – All parents will receive a number of different emails throughout the season regarding upcoming meets, upcoming fundraising events, concession donations, volunteer sign-up and much more. Please check your email often and if you receive an email you do not understand, please ask someone about it.

## **Piranha Swim Team Parents Organization (P.S.T.P.O.) Function**

The PSTPO exists to support the YMCA swim team program and enhance the experience of our swimmers. This volunteer led group of parents works hand in hand with key YMCA leaders to provide critical support to our swim team program. All of this support enhances the experience our children will have as a member of the team and enables our coaches to focus their energy on the development of our swimmers and preparing for competition.

Here is a list of 1) volunteer leadership positions, 2) chairperson positions and 3) swim meet volunteer positions. It is essential that all parents fulfill the expectations of the team in serving in these roles to ensure the success of the team as a whole.

### **PSTPO Leadership Positions**

**President** – The President adheres to the policies and procedures and is responsible for all aspects of the PSTPO organization.

**Vice President** – The Vice President keeps swim team records up to date including policies and procedures, team handbook, phone list, email list and assists the President. He/She would become the President should that position be vacated.

**Secretary** – The Secretary keeps minutes of the meetings.

**Treasurer** – The Treasurer collects all monies (excluding YMCA swim team program registration and membership fees), keeps accurate record of swim team finances and prepares purchase orders to be reviewed and processed by the YMCA Director of Business Services.

### **All Other Committee Chair Positions**

**Concessions Chair** – Responsible for all aspects of concession operations for home dual meets and INDY sponsored invitational events.

**Entertainment Chair** – Coordinates all aspects of: Fall season banquet, Del Grosso Day, Fall Festival, and any other special events. Special dinners, food Fridays, donut days etc. are also a responsibility of this person.

**Fundraising Chair** – Coordinates all aspects of additional fund-raising events organized by the PSTPO. Works with YMCA leaders to ensure all “small games of chance” guidelines are in compliance when using the YMCA’s license.

**Meet Manager** – Coordinates all swim meet volunteer workers for swim meets we host or sponsor. A detailed list of all necessary swim meet volunteers is found later in this guide.

**New Parent Liaison** – Coordinates parent welcome meetings at the beginning of the season to help orient and inform the parents of new swimmers. These meetings can take place at the YMCA or at the beginning of season picnic. Will also serve as an available resource for new parents should they have questions. This person will coordinate groups of new parents at dual meets and help them understand their roles as volunteers and swim meet operations.

**Public Relations Chair** – Handles outside communication concerning activities, dual meets, league standings etc. with local newspaper and radio. Also updates the swim team bulletin board with photos of swimmers and distributes them at the banquet. Coordinates swim team yearbook and team pictures.

**Purchasing Chair** – Orders team apparel, ribbons and other related items.

**Website Chair** – Manages the swim team website content. Updates information, meet results, parent communications and the like. Communicates information via Team Unify with parents.

The PSTPO coordinates various Events/Activities throughout the swim season that are intended to be team building and enjoyable for all. Some events include: DelGrosso Amusement Park Day, Fall Festival, a Night at the Races, pizza/pasta parties and more.

The PSTPO meets once a month at the YMCA and/or via web conference. Meeting days and times will be announced in advance. Meetings usually last about an hour. At this time we discuss and make the decisions necessary to operate as PSTPO. We ask that all parents attend these meetings, since all children will be affected by decisions made at these meetings.

## **Fall Program**

Fall season begins in mid-September and runs through the end of February or until the beginning of April, depending on your age/ability. Practices are held as scheduled for your group Monday-Friday. All swimmers are expected to participate as directed by their coaches.

There are 4-5 dual meets during the fall season and swimmers are expected to attend all dual meets. During these meets we compete against another YMCA swim teams. Meets are scored on a total point basis.

Following the dual meet season there are various championship meets held including: Novice Championships for 8 & Under, B Districts for swimmers who have not qualified for Western PA

Districts, Western PA Districts for those who qualify, YMCA States for those who qualify, and YMCA Nationals for those who qualify.

## **Summer Program**

Summer season begins in mid-April and runs through the end of July depending on your age/ability. Practices are held as scheduled for your training group Monday-Friday after school until school dismisses for the summer and then meets at Mack Park Pool at a designated time thereafter.

There are 4-5 dual meets during the summer season and swimmers are expected to attend all dual meets. During these meets we compete against other YMCA swim teams and the meet is scored for total points.

The summer league champion is determined at Summer League Championships. All swimmers are expected to attend this meet on a Saturday in late July. The season may be extended for swimmers who qualify for YMCA Summer Nationals, Keystone State Games or State Games of America if they choose to participate.

## **Cost**

There is a fee to join the swim team. Please visit the front desk at the beginning of the season to familiarize yourself with that fee. Additionally, all swimmers must be YMCA members. The fee covers your child's participation in his/her assigned training group for the duration of the regular season. Extended season, Stroke Clinic, strength training and other programs are offered as optional and cost an additional fee.

We have a scholarship fund established in honor of our long-time coach Mark Hess. This fund provides assistance to swimmers who may not be able to afford the costs of participating in the program on their own. Assistance may be used to aid with: registration fees, necessary swim team equipment like suit, goggles, caps, gym bag and can aid in covering championship meet entry fees. Folks who need assistance must meet with the Director of Business Services and complete our financial assistance paperwork to determine assistance amount.

We always accept donations into this fund to aid those swimmers who need this financial assistance.

## **Practice Groups**

The YMCA Swim Team has training groups to fit the ability levels of all swimmers. From our newest swimmers just learning the competitive strokes to our national competitors, everyone can be included in this wonderful sport. Swimmers are assigned a training group at the beginning of the season but the head coach may move a swimmer up or down at their discretion. To be evaluated for swim team placement, please contact the Aquatics Director or Head Coach.



## **Equipment**

Basic training equipment is provided by the YMCA; however, many swimmers choose to own select pieces of equipment. Please ask a coach about pull buoys, kickboards, hand paddles, swim fins etc. if you wish to purchase your own. All swimmers **MUST** have their own swimsuit, goggles, water bottle and a cap (if he/she wears one).

## **Dress Code**

There are many types and colors of swim suits and this changes almost every season. Please ask your coach what type and color of suit is required.

## **Team Pictures**

Every season a team picture is taken. Coaches will tell swimmers which type and color of suit they are expected to wear to be in this picture. The picture is normally taken prior to a home dual meet. All swimmers **must** wear an approved suit if they wish to be in the picture.

## **Private Training/Instruction**

Many swimmers look for opportunities to gain additional coaching to help them excel in a particular aspect of their race. Also, many swimmers look for additional help in overcoming difficulties that they may be having with one aspect of a stroke. Private Swim Lessons are excellent ways to help your child in these areas. Check with your coach first to confirm he/she is available to work with you. If your coach is not available, the YMCA has several other qualified instructors who can help you. Packs of four – 30-minute private lessons can be purchased at the front desk.

## **Recruitment**

The continued success of the Piranha Swim Team is in each swimmer's hands. The sustainability of the team is directly related to the active recruitment of new swimmers by everyone. We rely on our swimmers to invite their friends to "Try It You'll Like It" to introduce the program to new children. The ideal age for a child to begin the swim team is 5 or 6 years old. Understand that not all 5-year-olds are ready at this age.

## **Information**

The ability to clearly communicate with the large number of people involved with the team is vital. In order to accomplish this, we communicate mostly via email; dual meet information, meet volunteers, optional meet announcements, concession needs etc. are all sent via email. It is each parents' responsibility to read and respond to these emails. Please make sure all contact information for you is current and up to date.

## Swim Meets

All swimmers have both optional and mandatory swim meet requirements each season. A detailed description of each type of meet follows, but optional meets include YMCA invitationals, USS/AMS meets, and Nationals. Mandatory meets include: dual meets, our invitationals and championship meets.

## Season Meet Schedule

There are many meets scheduled during the course of the season, nearly every weekend if you so desire.. These meets begin as early as October and last through March in the fall season and from late May through August in the summer. Some meets on the schedule are mandatory while others are optional. All meet information including registration, deadlines, etc. is available on our website [indyswimming.org](http://indyswimming.org). All dual meets, Novice championships (8 & under) Districts and States are mandatory meets. Swimmers may be excused for certain circumstances but is ultimately at the discretion of the head coach.

## Dual Meets (Participation Required)

Your participation counts as closed competition, which is required to participate in Championship meets (Districts, States). Swimmers earn points based on their place of finish. These points are totaled to determine the winner of the swim meet. Each swimmer is allowed to swim a maximum of 4 official events, one of which must be a relay. Swimmers will typically swim against people in the same age group and gender, however, sometimes events are combined for swim meet efficiency. When this happens scoring will be broken down by age and gender on the official scoresheet. Unlike baseball or basketball, there is no bench; EVERYONE gets to swim. You may request the events that you'd like to swim in a dual meet, but these are strictly coaches' decisions and what they say goes. You will be placed in the events and age groups where you can most help the team. All relay entries are tentative until the time of the event. Relays sometimes get changed at the last minute during the swim meet. All changes are done in the best interest of the team and are at the discretion of the head coach. Usually, half of our dual meets are at home and half are away. It is your responsibility to arrange transportation to and from our meets.

Swimmers will be responsible for knowing when, what stroke, and in which lane you will be swimming. At most meets there is seeding for younger swimmers to help them get organized and to their event on time. Bring a Sharpie to write your events on your child's hand/arm/leg. Make sure to bring an extra suit, goggles and towel for the meet. Nearly all swim meets have a robust concession stand, however, that can get expensive and many swimmers choose to bring the sports drinks, protein bars and other healthy snacks they prefer for a meet.

Parents are required to volunteer at the home meets. There will be emails encouraging you to "sign-up" well in advance for the job of your choice leading up to the swim meet date. These sign-ups take

place on Team Unify which is accessible as a website or via their app. Parents are crucial to the success of our program. We have dozens of different volunteer spots each dual meet and every family must participate. When all parents do their part, it does not become a burden for anyone.

We expect all swimmers to attend all dual meets. With everyone's participation we can achieve the best results. For the new swimmers, a dual meet will probably be their best competitive swimming and learning experience. It is important to stress to your new swimmer that you should be focused on improving your time each time you swim. All we ask is that you do your best. The first couple of meets can be a bit intimidating, but they are essential to building the kind of kids our team is known for.

### **Invitational Swim Meets (optional)**

An Invitational Meet is a meet to which our swimmers are invited to compete along with those of many other teams. This type of meet is strictly optional. Generally, the level of competition is somewhat higher than that found at a dual meet since many teams are participating. Additionally, awards like medals, trophies, and ribbons are often awarded. Swimmers are responsible for their own transportation to invitationals, and a coach may or may not be present. There is a fee for participating in each event. Usually this is between \$5.00 and \$7.00 per event and occasionally there is an additional facility fee that can be as much as \$10.00. You will register for these meets via Team Unify prior to the posted entry deadline. You may choose your individual events and the coach will set up all relays. If you sign up for an invitational meet but do not attend, you are still responsible for the entry fees. Invitational meets are a great way to meet swimmers from other teams in the area and also represents an ideal way to gauge your compete level in a meet format.

### **US Meets (optional)**

A US meet is very similar to an invitational with a couple of minor differences:

- You must be a registered US Swimmer. You must register with US Swimming up to become a US swimmer. You must also be a current YMCA of Indiana County swimmer to participate in our US swimming component of the program.
- These meets typically are structured based on different time standards (B-AAAA). Your swimmer must have achieved the necessary time rating to be able to enter the different meets based on their specific time standards.

### **Championship Meets (required)**

These meets occur at the end of the season and have several teams participate. Currently, we participate in the following Championship meets:

- Novice Championships – for all of our 8 & Under swimmers (late February)
- Silver Districts – For swimmers who have not achieved a Districts qualifying time standard (late Feb).

- Section Championships – All swimmers participate. (mid Feb)
- Districts – Swimmers who have achieved the qualifying time standards and minimum meet requirements will compete in the Western PA District meet. Typically held at Spire Institute in Geneva Ohio and is a 2 or 3 day meet. (Early March)
- States – Follows Districts and participation is determined based on the results of the District meet. The top 6 individual and top 4 relay finishers in each event are automatically eligible to participate at states. There are 6 additional swimmers taken based on the remaining swimmers and their times compared to those swimmers from the other 2 districts across the state.

### **Novice Championships (required)**

These are the league championships for those swimmers age 8 and under. This meet is usually held after the conclusion of our dual meet season, and it is an excellent way to introduce young swimmers to the format of championship competition. All Novice swimmers (8 and under) are expected to participate in this meet.

### **Section Championships (required)**

Swimmers are required to participate in this meet. Swimmers will participate in events the coach selects for the swimmer up to the maximum number of events. Any fees associated with participation in this meet are the responsibility of the swimmer's parents. The winner of this meet will be crowned division champion.

### **Districts (required)**

The District Championship Meet is held each year at the conclusion of the dual meet season. To participate in this meet, you must have achieved a qualifying time for each event prior to the entry deadline. These qualifying times are available to us early in the season and a coach will inform you as you get close. In the District meet, you may swim in a total of 6 or 8 events depending on your age and may also participate in relays. This meet is like a cross between a dual meet and an invitational. We do our best to do as well as possible as a team, and this usually coincides with what each swimmer wants to swim. However, if a conflict should arise, the coaches will have the final decision. As always, the coaches will determine the make-up of the relays. As with dual meets, the make-up of each relay is tentative until the event is actually swum. Districts take place over a period of multiple days. This meet is the first step for most of our swimmers on the road to true championship competition, and participation is an important accomplishment in competitive swimming.

### **States (required)**

This meet combines the best YMCA swimmers from three different District meets across Pennsylvania. It is held 1 or 2 weeks after the District meet.. This is a remarkable meet that has all the pomp and glamour of a true championship athletic event. For most of our swimmers, this is the

ultimate meet to which they may aspire during the course of the season. For Indiana, this is an extremely important meet. Over the past several years, we have had many of our swimmers become either individual State Champions or members of an age group that won the State Championship. It is an honor to participate in this meet, and many swimmers achieve their personal best times. Again, the details of the meet can be intimidating for first time participants, and information will be posted and made available as it is received.

## **Relay Races**

Relay races will take place during all of our swim meets. Relay participants are determined by the coach. Many factors go into the decision-making process as to who will participate on a relay. It is never quite as simple as to putting the four fastest swimmers on a particular relay even though that may be the case frequently.

It is important to recognize that relays swum throughout the season do not determine who will swim them in championship competition. All swimmers in a particular division as well as swimmers from the division below them are eligible to participate on a relay during championship meets, for example: an 8 & under swimmer may swim in a 9-10 relay at Districts even though that swimmer never swam on that relay during the season. Also, the four swimmers who swim on a relay at Districts that qualifies to swim at States may not be the same four swimmers who swim on that relay at States.

This is often one of the most difficult and confusing realities of being on the swim team for our swimmers. We urge parents to understand this well in advance of the championship part of the season so that you can aid the coaching staff in making our swimmers aware of the process.

## **Nationals/Zones/Keystone Games**

These meets represent the epitome of competition in the YMCA program. There are qualifying times, and the meet will be attended by swimmers from all over the country. To be eligible, you must meet the time and age standards on the first day of the meet.

### JO's/Zones

These are similar to YMCA Districts and states but are for USS swimmers. Swimmers are chosen based on their times in specific events to become eligible to participate in JO's or be a part of the "Zone Team" and participate in these meets.

### Keystone Games

Similar to States, but it is an amateur athletic competition for the state of PA. The games provide a statewide multi-sport program with an Olympic format to encourage and assist PA athletes to enter national and international competition. Usually held in late July or early August.

## What to Bring to a Meet

Depending on the type of meet you are headed to, the longer or shorter it will last. Most common items you should plan to take:

|   |  |   |
|---|--|---|
| <ul style="list-style-type: none"><li>• Gym bag</li></ul>                         | <ul style="list-style-type: none"><li>• Water bottle</li></ul>                                   | <ul style="list-style-type: none"><li>• Snacks or cash for snacks</li></ul>                                 |
| <ul style="list-style-type: none"><li>• Towels/shami</li></ul>                    | <ul style="list-style-type: none"><li>• Clean/dry clothes</li></ul>                              | <ul style="list-style-type: none"><li>• Sharpie, highlight &amp; pen</li></ul>                              |
| <ul style="list-style-type: none"><li>• Flip flops or some rubber shoes</li></ul> | <ul style="list-style-type: none"><li>• Collapsible chair(s)</li></ul>                           | <ul style="list-style-type: none"><li>• Parents should take shoes that can get wet (just in case)</li></ul> |
| <ul style="list-style-type: none"><li>• Sweats (more than 1 set)</li></ul>        | <ul style="list-style-type: none"><li>• Some activities (puzzles, book, tablets, etc.)</li></ul> | <ul style="list-style-type: none"><li>• Suit, caps, goggles (more than 1 of each)</li></ul>                 |

## Typical Meet Duration

Dual meets in the fall/Winter – typically 4 hours including warmups Dual meets in the summer – typically 2 1/2-3 hours including warm ups YMCA Invitational –6- 8 hours, usually 1 day

USS Invitational – 4-8 hours sometimes Saturday AND/OR Sunday Novice Championships – All day late October thru March.

Summer Championships – All day Saturday in July

Section Championships – All day Saturday in February

Districts – 2-3 days in March (Friday, Saturday and/or Sunday)

States – 2-3 days in March (Friday, Saturday and/or Sunday)

Winter Nationals (late March/Early April) 5 day meet. Lately they have been held in Greensboro, NC.

Summer Nationals (late July/early August) 5 day meet.

JO's – multi day USS meet twice a year

Keystone State Games – multi day meet in July/August.

## Officials

All organized sports have officials. In swimming, the officials consist of Administrative Officials, Meet Officials, Meet Referees, Timers, Starters, Stroke & Turn Judges, Take Off and Finish Judges, and Scorers. For our home meets we are expected to provide all the necessary people to officiate a swim meet. Most of these positions require a level one or level two certification. It is necessary to take a

class and pass a written test to become certified. We usually sponsor a class and want as many parents as possible to take it so that we will have an ample number of officials. You will find that officiating enhances your understanding of swimming and adds to your enjoyment of the meets. Please consider taking the necessary courses to become a qualified official. Do not be intimidated by your inexperience with swimming; nearly all officials start from a similar position and are volunteers. These are people that are here to preserve the integrity of the sport and should always be treated with respect. If at any time you have a disagreement with an official judgment, you should take your concerns to a coach who will deal with the matter appropriately. Booing, taunting, or any display of unsportsmanlike conduct is completely unacceptable.

### **Code of Conduct (Parents/Swimmers)**

Signed annually by parents and swimmers.

## **PSTPO Volunteer Swim Meet Job Listings/Definition**

This is a comprehensive list of the jobs that could be needed for a dual meet (D) or an invitational (I). Not all jobs are needed for our dual meets.

### **50-50 (D/I)**

These people will walk around throughout the meet and sell chances for the 50-50 drawing to be held later in the meet.

### **Administrative Official (D/I)**

This person provides administrative oversight to the swim meet and ensures we have enough volunteer support in all areas to ensure our meets runs efficiently and properly.

### **Announcer (D/I)**

This person announces the event and heat so spectators can follow along. The dual meet announcer does this on deck and at the invitational announcer does this in the gymnasium.

### **Award Ribbons (D/I)**

Receive award ribbon labels from the head coach. Place labels on each ribbon based on first, second, or third place finish. Sort the ribbons based on the swimmers' names. Distribute the bags to coaches for them to give to their swimmers.

Given after each meet.

### **Basket Raffle (I)**

These people sit at the basket raffle tables and sell chances for people to put tickets in their favorite basket.

### **Chuck-A-Duck (I)**

Sell "ducks" for people to attempt to toss into a bucket in the swimming pool as a fundraiser.

### **Concession Manager (D/I)**

Organize the concessions for every home swim meet and hosted invitational. Duties include: asking for and organizing donations, organizing concession workers, determining cost of items, and tracking sales.

### **Concession Worker – need 6+ (D/I)**

Work concessions during all home swim meets and hosted invitationals will sell food prepared and donated by our swim team parents. Many more volunteers are needed for invitational meets and will be scheduled in shifts.



### **Heat Sheet Sales (I)**

These people will sell heat sheets for the swim meet for people to follow along with.

### **Locker Room Monitor – need 2 for each locker room Monday-Friday**

Make sure the swimmers are using the locker room appropriately and transitioning as fast as possible. Work with other locker room monitors to be sure the male and female locker rooms are monitored every day after practice.

### **Meet Set-Up Worker – ALL (D/I)**

Assist in the setup of every home swim meet and our invitationals based on the instructions of the AO.

### **Meet Tear-Down Worker – ALL (D/I)**

Assist in the tear down of every home swim meet and our invitationals based on the instructions of the AO.

### **Official – need 4-8 (D/I)**

Complete level I or II official training for US swimming and maintain certification. Act as starter, referee, administrative official or stroke and turn judges during home swim meets. Volunteer for championship meets to ensure we are represented.

### **Publicity Manager**

Using results and special accomplishments, gain recognition for the team in local publications to generate increased interest in the team and to acknowledge the numerous accomplishments of the swimmers on our team.

### **Runner (I)**

This person takes DQ slips from officials to the system operator to ensure results are updated.

### **Seeding – need 2-3 (D/I)**

These people set up in the gym and arrange swimmers for upcoming events based on the heat sheet to ensure they are on deck on time and assigned to the proper lane to ensure a smooth meet.

### **Team Webmaster**

Maintain the team website with up-to-date information regarding the Piranha Swim Team. Updates should include meet results, upcoming events, team records, team stats, as well as other important information based on the needs of the head coach.

### **Timer – need 24 (D/I)**

Timers begin timing at the start of the race and complete timing when the swimmer in the lane they've been assigned touches the wall. Timers normally only time for half of a swim meet.

### **Timing System Operator (D)**

Operate the Timing System during home swim meets. Work with the meet starter and Meet Input Programmer to ensure a smooth meet.

### **Timing System Operator Apprentice (D)**

Learn how to operate the Timing System under the direction of the System Operator. Assist the operator when and where needed.

### **Commonly used terms and their meaning:**

Championships – a meet at the end of the season for a specific group of swimmers who meet either the age and/or time requirements to participate. These are required.

DQ – this occurs when a swimmer has a technical error in his/her swim. These errors typically include a stroke mistake, turn mistake, start mistake.

Dual Meet – a swim meet where our team only swims the assigned 1 or 2 other teams. These are required of all swimmers.

Fly Overs – at the conclusion of your swimmers race, he/she will remain in the swimming pool (unless it is a backstroke event or relays) while the referee starts the next race and those swimmers will start above you. Swimmers will exit the pool after the next race has begun.

Heat Sheet – this is a booklet that is available for most meets which shows all of the events in order broken into heats with swimmer information for those swimming each event. Sometimes they can include additional information about other teams and qualifying times for other meets.

Invitational – a swim meet where dozens of teams are invited to come and compete. These are optional.

Level 1 Official – this is an entry level official certification

Level 2 Official – this may be obtained after level 1 official prerequisite experience has been met.

Meet Mobile – some teams use this software to run their swim meets. If they do, you must purchase this app if you want to see live results during the meet.

Prelims/Finals – this is normally a championship meet format where all swimmers swim in the morning session and a predetermined number of top finishing swimmers (usually 6 or 8) will return in the evening and swim again to determine the final results of that race.

Qualifying Time – this is a time standard that your swimmer must achieve to be permitted to enter that swim meet.

Seeding – a place where swimmers are directed to go when called to be put into the proper order when they walk onto deck for their events.

Swim Clinic – this is typically a 1 or 2 day event where your swimmer can pay a fee to attend and work on improving their strokes. Many colleges conduct these. We typically hold a clinic at the beginning of each of our seasons.

Swim Camp – this is typically a longer activity than a swim clinic. Often times these are a week long and can include a sleep away option for swimmers. Many of these include a notable swimmer who is associated with the camp and your children can meet and train with him/her.

Team UNIFY – this is our swimmer database and our primary method of sharing information with our team. Your contact information, meet information, swimmer best times and much more information is [here](#).