

WELCOME TO THE SCOTTSDALE AQUATIC CLUB!

Scottsdale Aquatic Club (SAC) as a member of USA Swimming, Inc., is a year-round, competitive swim team offering high quality professional coaching and technique instruction for all ages and abilities. As a club, we are dedicated to giving our swimmers the best opportunity for achieving their potential and swimming at the highest level of competition. Our goal is to provide each and every member the best environment to improve their swimming skills and achieve success. SAC has been incorporated since 1964 and is a 501(c)3 not-for-profit organization run by an elected Board of Directors which meets monthly.

SAC swimmers compete in meets that are held locally, across Arizona, and on a regional, national and international level. We are sponsored by the City of Scottsdale and most practices are conducted at Cactus Pool, with some groups utilizing McDowell Mountain Ranch Pool as well.

We are glad you have chosen competitive swimming as a sport and SAC for your child to be a member. We are proud of our team and each swimmer's accomplishments. We are looking forward to getting to know you and your swimmer. If you have any questions, feel free to talk with your swimmer's coach, the head coach, or a board member.

T.E.A.M. **T**ogether **E**veryone **A**chieves **M**ore. At SAC, we understand that a group of athletes working together toward a common goal will help each individual achieve more than they thought possible. We promote team unity and respect for all members of the team. If we all help each other and support each other, great things will happen!

Head Coach Kevin Zacher
Office Admin. Courtney Werner
Office Phone
Club website

kzswim@hotmail.com
sac6coach@aol.com
(480) 951-5368
www.teamunify.com/assac/
Or www.scottsdaleswim.com
(480) 312-7665

Cactus Pool Office

You may also leave a message for Courtney or Kevin or any other coach and they will return your call. The team line number is (480) 951-5368.

PARENT RESPONSIBILITIES TO SCOTTSDALE AQUATIC CLUB

List of Equipment

The equipment needed for a swimmer to participate fully in each group is listed below. Our SAC equipment supplier is SkiPro. Swim gear, swim suits, warm ups, and parkas (for the winter) can be purchased from SkiPro 2110 E. Camelback Rd. Phoenix 602-955-3939 You can also purchase SAC team caps and goggles in the SAC office from Judy Pennington.

National, Pre-National	Mesh bag, strokemaker hand paddles, fins, tempo trainer, Arena snorkel, kickboard, team cap
Seniors, High School Dev.	Mesh bag with Arena snorkel ,fins, kickboard, yellow strokemaker paddles, team cap, pull buoy, tennis shoes
Gold, PreSeniors	Mesh bag with pull buoy, fins, kickboard, hand paddles, Arena snorkel, team cap
Silver	Mesh bag with sm Arena snorkel, kickboard, team cap
Red, Blue	Mesh bag with fins, kickboard, team cap, sm Arena snorkel
Bronze	Mesh bag with fins, kickboard, team cap, sm Arena snorkel, pull buoy
White	Mesh bag with fins, kickboard, team cap

Swimmers must wear Scottsdale Aquatic Club caps. Solid navy Arena suits are our designated team suits.

TEAM FEES

Team fees (monthly dues) represent the bulk of support for our program. Team fees are structured to contribute to the operating expenses of our club. The fees are structured as yearly dues divided into monthly amounts for billing purposes. Refunds are made only in case of injury that prevents a swimmer from swimming. We are a year round team and dues are collected even if you are away on vacation. If you wish to terminate your membership, the office must be notified by the 15th of the month prior.

Families are **not billed by mail** for dues. Approximately the 26th of the month, you will receive an email reminding you that your next month's invoice is available for viewing on line. All families will have a secure account in the team website where you must set up auto payment of all dues and fees by credit card(Visa, Mastercard or Discover)or by ACH directly from a bank account. Credit card payments will process on the 1st of the month and ACH payments will occur a couple of days after the 1st of the month. You can access your acct anytime by logging into www.scottsdaleswim.com and selecting "My Account".

Scholarship assistance is available on a limited basis and cases are considered individually by the Head Coach and BOD. Communication with the Head Coach is crucial in this matter. A Financial Aid form is available for download on the SAC website under **Fees**. If a family has an issue which comes up and puts them in a situation which may make their payment late, the Office Administrator (Judy Pennington) should be notified of the circumstance as soon as possible.

<u>Group</u>	<u>Monthly Fee</u>	<u>SAC Administrative Fee Per Swimmer Due Sept. 1</u>	<u>USA Yearly Registration Due at Joining</u>
National	\$212.75	\$100	\$68
Pre-National	\$178.25	\$100	\$68
Seniors	\$166.75	\$100	\$68
Gold, Pre-Sen	\$149.50	\$100	\$68
High School Dev.	\$130.00	\$100	\$68
Silver	\$126.50	\$100	\$68
Bronze, Blue	\$109.25	\$100	\$68
Red, White	\$97.75	\$100	\$68

* Non-residents of Scottsdale pay an additional \$7.50 surcharge per family per month

Discounts: 5% discount for 2nd swimmer, 10% discount for 3rd swimmer & 15% for 4th swimmer or family cap of \$400.00 per month.

Scottsdale Team Registration Fee: There is a \$100 per swimmer non-refundable team registration fee. The registration fee covers the cost of printing team handouts and meet information, end of the year swimmer awards, billing costs, postage, and relay entry fees. **Fee is payable Sept. 1st.**

USA Swimming Registration : To be a member of Scottsdale Aquatic Club, every swimmer must be an USA Swimming registered swimmer. This covers the swimmer with liability insurance while at practice, organized events and swim meets. The cost for USA Swimming registration is \$68.00 a year at this time

FUNDRAISING

Each family (whether there are one or two parents) is responsible for earning a total of \$250 in fundraising each year. To avoid a sum total burden, Fundraising is collected each quarter or \$62.50 per quarter. Excess Fundraising Quarter totals may be carried over from quarter to quarter, but not to the next year (our year is Sept. 1st-Aug. 31st). For example, for Fundraising, the First Quarter runs from Sept. 1 to Nov. 30th.

This Quarterly Fundraising is considered part of the yearly dues and supports the daily operation of the club.

Opportunities abound for fundraising including:

- 1) a Mail Order gift card program twice monthly(Shop With Scrip)
- 2) re-loadable Basha's gift cards available for purchase in SAC office
- 3) Frys Community Rewards, E-scrip
- 4) Swim-A-Thon pledges and donations obtained outright
- 5) Ads and sponsorships for swim meets or club function

For details, see Fundraising on our website:

www.teamunify.com/SubTabGeneric.jsp?team=assac&_stabilid_=28180

SCOTTSDALE AQUATIC CLUB REGISTRATION FORM

Swimmer's Name: _____ Today's Date: _____
(First) (Middle) (Last)

High School Swimmers- yr. of grad. _____

Swimmer's Age: _____ M F Birthdate: _____

Mother's Name: _____ Father's Name: _____

Mother's Occupation: _____ Father's Occupation: _____

Home Address: _____

(City) (Zip Code)

Billing Address: _____

(City) (Zip Code)

Telephone (Home): _____

(Cell): _____

(Work): _____

Email Address for website access and payment set up: _____ Additional email address for team communications: _____

Please indicate: Single Parent Family Two Parent Family

Do you pay your residential utilities to the City of Scottsdale? (circle) Yes No

Any Allergies? _____ **Any medical conditions/special considerations of which the coach should be aware?**

List any medications the swimmer is taking: _____

Medical Release:

I hereby give my permission for any and all medical attention to be administered to my child,

_____,
in the event of an accident, injury or sickness under the direction of the person listed below until such time as I may be contacted. This release is effective until revoked by me. I also hereby assume the responsibility for payment of any such medical treatment. In case I cannot be reached, any of the following are designated to approve such treatment: Any Member of the Scottsdale Aquatic Coaching Staff or person designated by the Coaching Staff.

My Insurance Company: _____ **Policy #:** _____

Group #: _____ **Subscriber Name:** _____

Swimmer's Physician: _____ **Phone #:** _____

Parent Signature: _____

Indicate Swimmer Shirt Size: Youth S M L Adult S M L XL

LIABILITY RELEASE AND INDEMNIFICATION FORM

I, the undersigned participant and parent, request voluntary participation for minor to participate in all events, which are hereinafter referred to as the “activities.” sponsored by Scottsdale Aquatic Club, the City of Scottsdale, USA Swimming and its local swimming committees. This agreement is valid while the participant is a member of USA Swimming.

I consent to my/minor’s participation in the activities and acknowledge that the minor and I fully understand my/minor’s participation may involve risk of serious injury or death, including losses which may result not only from my/minor’s own actions, inactions or negligence, but also from the actions, inactions, or negligence of others, the condition of the facilities, equipment, or areas where the event or activity is being conducted, and/or the rules of play of this type of event or activity. I understand that if I have any risk concerns, I should discuss the risks associated with my participation with the activity coordinators and event staff, before I sign this document and before any activities begins.

Release – Minor’s Rights:

In consideration of allowing Minor Participant to participate in the activities, I hereby release and hold harmless the Scottsdale Aquatic Club, the City of Scottsdale, USA Swimming and its local swimming committee and their members of its board of directors, officers, employees, volunteers, other participants, and agents (collectively, the “Released Parties”), of and from, and do discharge and waive, any and all claims, demands, losses, damages, and liabilities that Minor Participant may have or sustain with respect to any and all damage and/or injury, of any type, arising out of his or her participating in the activities. I also agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.

(Print name of minor)

(Signature of minor)

(Date)

Release – Parents’/Guardians’ Rights:

In consideration of allowing Minor Participant to participate in this USA Swimming event, I hereby release and hold harmless the Released Parties, of and from, and do discharge and waive, any and all claims, demands, losses, damages, and liabilities that I may have or sustain with respect to any and all damage and/or injury, of any type, arising from Minor Participant’s participation in the activities. I also agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect. I certify that my/minor is in good health and have no physical condition that would prevent participation in this activity. Furthermore, I agree to use my/minor’s personal medical insurance as a primary medical coverage payment if accident or injury occurs. I consent to emergency medical treatment in the event such care is required.

(Print name of Parent/Guardian)

(Signature of parent)

(Date)

Indemnification by Parent/Guardian:

The undersigned parent/guardian further agrees to indemnify, save and hold harmless the Released Parties from any and all claims, demands, losses, damages and liabilities for indemnities, contribution or otherwise with respect to any damage and/or injury, of any type, arising from Minor Participant’s participation in the activities. The undersigned also agrees that this Release and Waiver of Liability, Assumption of Risk and Indemnity Agreement extends to all acts of negligence by the Releasee and is intended to be as broad and inclusive as is permitted by the laws of the State in which the Event(s) is/are conducted and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

(Print name of Parent/Guardian)

(Signature of parent)

(Date)

STATEMENT OF UNDERSTANDING

I have read and understand the dues, meet fees, fundraising and service hour policies of the Scottsdale Aquatic Club. I agree to pay my dues and meet fees on a monthly basis through automatic payment (credit card or ACH). I agree to meet the quarterly fundraising commitment and I understand that I am responsible for payment of any balance on my fundraising account at the end of each quarter. I also agree to the annual service hour commitment whether my swimmer participates in meets or not, and understand I am responsible for the charges on unearned hours at the year end, Aug. 31st.

(print name)

(signature)

(date)

SCOTTSDALE AQUATIC CLUB PHOTO RELEASE FORM

I hereby grant permission to Scottsdale Aquatic Club to use my likeness in a photograph/video on its World Wide Website or in other official club printed publications without payment or any other consideration.

I acknowledge the Club's rights to crop and treat the photograph at its discretion. I understand that the club may choose not to use my photo at this time, but may do so at its own discretion at a later date. I also understand and agree that these materials will become property of Scottsdale Aquatic Club and will not be returned.

I hereby hold harmless and release and forever discharge Scottsdale Aquatic Club from all claims, demands, and causes of action, which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on my estate's behalf have or may have by reason of this authorization.

I understand that once my image is posted on Scottsdale Aquatic Club's website, the image can be downloaded by any computer user. Therefore, I agree to indemnify and hold harmless from any claims the following:

Scottsdale Aquatic Club Board of Directors
Scottsdale Aquatic Club Employees

I am 21 years of age and am competent to contract in my own name. I have read this release before signing below and I fully understand the contents, meaning, and impact of this release.

Signature

Date

Printed Name

Date

If the person signing is under age 21, there must be consent by a parent or guardian, as follows:

I hereby certify that I am the parent or guardian of _____, named above, and do hereby give my consent without reservation to the foregoing on behalf of this person.

Parent/Guardian Signature

Date

Parent/Guardian Printed Name

Date

SCOTTSDALE AQUATIC CLUB
BEHAVIOR/CONDUCT POLICY
EXPECTATION AND PLEDGE

Section 1: Purpose

The purpose of this policy:

- a) To facilitate a club environment that is supportive of coaches, swimmers, and families.
- b) To outline behavioral expectations from coaches of Scottsdale Aquatic Club, to inform coaches of prohibited acts and inappropriate conduct.
- c) To provide coaches with support for issues of disciplinary action regarding swimmers and /or families by providing a clear and consistent method for dealing with behavioral issues relating to coaches, swimmers, and/or families.
- d) To provide coaches with and inform them of a complaint procedure that will allow the club (1)to promptly and thoroughly investigate alleged acts of inappropriate conduct or behavior; (2)to take appropriate discipline action, based on the investigation; and(3) to engage in preventative or corrective measures.

Section 2: Scottsdale Aquatic Club Behavioral Expectations

The Board of Directors of the Scottsdale Aquatic Club strives to create an environment that facilitates the optimum development of each child as a swimmer and as a person. Such environment will support coaches in this effort as well as define lines of accountability for coaches, swimmers, and families. In order to create this environment, the following behaviors are expected of all within the community:

- a) RESPECT: Each member of the SAC community deserves respect: coaches, swimmers and parents.
- b) RESPECT: SAC utilizes City of Scottsdale facilities and as such all grounds and facilities are to be taken care of, including but not limited to picking up trash, and appropriate locker room behavior. Respecting the facility of another club is likewise expected as SAC participates in meets away from the home pool.
- c) PROMPTNESS: Coaches and swimmers will arrive on deck on time and with all necessary gear.
- d)TEAMWORK: All coaches, swimmers and parents will support each other through words and actions. During meets and other travel, coaches and swimmers will dress appropriately and show team spirit.
- e)SPORTSMANSHIP: All swimmers, parents, and coaches will demonstrate good sportsmanship during meets and practices whether winning or losing.
- f) Coaches will understand stages of child development and interact with each age group accordingly.

Section 3: Definition of inappropriate and/or unacceptable behavior

This section of the policy reflects Scottsdale Aquatic Club's commitment to the establishment of mutually beneficial environment for the coaches, swimmers, and families along with the City of Scottsdale's values statement, particularly that of "Respect of the Individual." While none of behaviors listed below are unlawful, they are considered inappropriate for optimal club functioning and swimmer development. Inappropriate behavior includes, but is not limited to, the following conduct:

- 1) Gossiping about, using profanity toward, demeaning or defaming another person, or otherwise acting in a manner that could negatively impact the self-esteem of coach, swimmer, or parent. All communication will be open even if private. For example, disciplinary actions and conversations between coaches and swimmer will include a third party. Statements such as "don't tell your parents" will not be permitted.
- 2) Engaging in negative humor or bantering that may intimidate, offend or demean another person.
- 3) Using profanity on deck
- 4) Swimmers will not use any substances identified as banned by USA Swimming. The use of alcohol, tobacco or illegal drug is likewise prohibited for all swimmers. Parents and coaches may not use the substances while acting in an official capacity for the club, i.e. chaperone or driver
- 5) Use of SAC club roster and /or other sensitive information to promote an individual's business or other interests.

Section 4: Compliant and Conflict resolution procedures.

If a conflict arises between individuals, the first step to resolving the conflict is for the individual to take the concern directly to the other person, whether a coach and a swimmer, a coach and a parent, or a swimmer and a swimmer. Respectfully discuss the concern and attempt to resolve.

If this does not resolve the conflict, present the conflict to the next level of club management, i.e. head age group coach, head coach, and then the Board of Directors.

If disciplinary action is necessary the following steps will be initiated:

Step 1:

- ❖ Identify the problem or infraction by determining the effect of the behavior. Infractions may be in regard to the safety of swimmers and/or staff, the preservation of property, or be in regard to behavioral issues (i.e. failure to follow program or facility rules, disruptive behavior, and other contrary to the stated behavioral expectations.) *Document the incident*
- ❖ Educate and attempt to change the behavior
Emphasis will be placed on educating the individual by informing all persons involved of the rules and behavior expectations related to the situation, as well as expectations for changing behavior.
 1. Verbally remind the individual of the code of conduct and request compliance. *Document the encounter.*
 2. If the behavior continues, behavioral counseling will

occur with verbal agreement regarding expected behavioral changes. *Document the encounter.*

If the behavioral infractions jeopardize the safety of swimmers, an immediate disciplinary action will occur, such as removal from the pool (the coach will be responsible for this decision for swimmer infractions, and the BOD for coach infractions.)

Coaches will have a third party present in the event a disciplinary meeting is required. Any anticipated meeting with a swimmer(s) to resolve a conflict should also warrant a third party being present. Another coach may act as a third party for an initial encounter to point out expected behaviors. Formal behavioral counseling should involve the parent(s) of the swimmer. All coach/swimmer interactions will be in an open environment and/or with a third party present. *Document the incident and educational counseling.*

Step 2:

All attempts will have been made to educate the individual(s) and request for their compliance. However, interventions may take place when the repeated negative behavior is disruptive and is impacting the safety and positive experiences of swimmers or coaches. The following actions(s) will be taken

- 1) The person committing the infraction will be suspended from club participation.
- 2) A meeting with all involved parties will take place. For coaches, this will include their direct supervisor, the Head Coach, and the Board of Directors, For swimmers, this will include the swimmer, their parents(s), their coach and the Head Coach, and if deemed necessary, a member of the Board of Directors. For the Head Coach, this will include the Board of Directors.
- 3) A behavioral contract will be used to identify the violations or behavioral problems, as well as the required changes in the individual(s) behaviors. This will include a timeline and agreed upon terms of re-instatement for club participation.

Step 3:

If behavioral concerns continue and/or reoccur following suspension and re-instatement, the following steps will occur:

- 1) A meeting will occur between all involved parties. The Board of Directors will participate in any such meetings.
- 2) The disciplinary actions will be reviewed and agreed upon by all members present.
- 3) The individual will be terminated for participation at Scottsdale Aquatic Club.

CODE OF CONDUCT SIGNATURE PAGE:

By signing below, I/we agree to abide by the above Code of Conduct for the Scottsdale Aquatic Club.

SWIMMER 1: _____

SWIMMER 2: _____

SWIMMER 3: _____

SWIMMER 4: _____

SWIMMER 5: _____

PARENT: _____

PARENT: _____