The Bolles School Sharks

Team Handbook

2009-2010

MISSION STATEMENT- To share our knowledge and passion for swimming, to inspire and empower our swimmers to dream big, and to encourage excellence in all that we do while providing a safe environment for all to develop.

VISION STATEMENT- Utilizing the unique strengths of each member of our swimming family, to build upon our past success and evolve into a national model committed to individual and team success from the age group to the Olympic level.

INTRODUCTION

WELCOME TO THE BOLLES SHARKS

Welcome to the Bolles Sharks! We look forward to working with your swimmer(s) as all of us progress through our swimming/coaching careers. Our club is a year-round, competitive swimming team offering instruction, training, and competition to young people of all ages and abilities. The team is financed and supported by the Bolles Sharks parents. The head coach/aquatics director and the coaching staff supervise the management and operation of the Bolles Sharks.

The Bolles Sharks has established itself as the top team in Florida as well as one of the top teams in the United States. The team competes in local, regional, national, and international competitions sanctioned by USA Swimming, Inc., the national governing body for amateur swimming in this country, and by FINA, the international governing body for swimming.

This handbook will help familiarize you with all facets of the Bolles Sharks program and with competitive swimming in general. As you look through the following pages you will be introduced to our history, philosophy, team policies, and to the basic information concerning your day-to-day participation in the Bolles Sharks program. It is our hope that this handbook will help you better understand and enjoy the inner workings of the Bolles Sharks and the world of competitive swimming.

BOLLES SHARKS TRADITION OF EXCELLENCE

The Bolles Sharks is very proud of the team's accomplishments since its inception in 1977. In its 31 years of existence, the Bolles Sharks has proven itself as the top team in the state of Florida by winning District, State, Southeastern, Regional, and National competitions as well as setting National Age Group, Junior National, Senior National, International, and World records. The Bolles Sharks program has developed individual and relay champions at every level of competitive swimming.

The Bolles Sharks has also made a significant impact on national and international swimming. The Bolles Sharks had its first national finalist in 1980. Since that time Bolles Sharks swimmers have captured 23 individual national championships and 16 relay championships as well as 34 team championships. Bolles Sharks swimmers have won at the World Championship, Pan Am Games, World University Games, and the Olympic Games, as well as many other international meets. Over 100 members of the Sharks have represented the United States and other countries in international competition traveling to Australia, Brazil, Canada, China, Columbia, Ecuador, East Germany, France, Jamaica, Japan, Holland, Israel, Mexico, Philippines, Qatar, Russia, and West Germany. The Bolles Sharks tradition of excellence serves as a foundation upon which to build for even greater success in the future. We look forward to seeing our swimmers continue their dominance at the local level and further their achievements at the regional, national, and international levels.

The Bolles Sharks is also very proud of the academic achievements of our swimmers. The club has sent swimmers to most of the major college programs in the country including the Ivy League, Pacific Ten, Southeastern, Atlantic Coast, Atlantic 10, Big Eight, Big Ten, Colonial Mid American, Middle Atlantic, Southern, and Sun Belt Conferences as well as many independents.

In addition to the success of our swimmers, the club has also developed a tradition of hosting great swim meets. The Bolles Sharks hosted their first meet in 1979. We currently hold 4 major Invitationals a year. Our June Invitational has attracted many Olympians from all over the world. These meets have all been very successful, and we will be bidding on many meets in the future.

BOLLES SHARKS PHILOSOPHY

The Bolles Sharks view swimming as an important part of the overall development of a young boy or girl. Besides the most obvious benefit of physical conditioning, swimming fosters the personal discipline required to persevere, the confidence building of progress in competition, the social growth from travel, learning to accept winning and losing with equal grace, and the sense of values gained from competing as both an individual and a team member.

The Bolles Sharks program strives to instill in young swimmers an understanding of, and appreciation for such concepts as high self-esteem, personal accountability, constructive self-motivation, goal-setting, and goal achievement as their ideas relate to their success in training and in competition. It is our belief that the process of achieving is as significant as realizing the achievement itself.

At each level of the Bolles Sharks program, swimmers are instructed to strive for excellence. Excellence in this sense represents the achievement of that level at which each swimmer knows that they have done their utmost to become the best they are capable of becoming. This philosophy is consistent throughout the program in every swimmer, novice through Olympian. We want every swimmer to swim to the best of their own ability and seek the opportunity to attain the level of excellence to which their desire and ability will move them. We believe swimmers and their parents alike should enjoy swimming and remember it is a positive experience.

LONG-RANGE OBJECTIVES OF THE BOLLES SHARKS

Personal and Physical Development

- To provide an opportunity for young people in the Jacksonville area to engage in a wholesome, lifesaving, lifetime sport and recreational activity.
- To promote physical fitness and encourage proper conditioning and health habits.
- To provide opportunities for healthy social, emotional, and educational development, and to encourage peer and family participation.
- To foster the development of high self-esteem and help cultivate positive self-images.

Competitive Development

- To create an environment in which the desire for self-improvement and goal achievement motivates the individual to fully develop their natural abilities and help others to do likewise.
- To provide opportunities to learn the values of hard work, dedication, self-discipline, and perseverance.
- To promote the ideals of honesty, integrity, good sportsmanship, and team loyalty.
- To provide quality instruction, training, and competition at all peer and ability levels.

Community Involvement

- To cultivate the support of community-oriented individuals, corporations, and foundations to help fund programs and improve facilities.

State, Regional, and National Administration

- Participate in the direction and management of Florida Swimming and to further the growth and development of competitive swimming in the state.
- Provide the leadership in the Southern Region that will allow the southeast to become one of the national centers of competitive swimming.
- Participate in the administration of USA Swimming, Inc. to represent the interests of Florida and the Southern Region and to establish the Bolles Sharks as a contributor to the national program.

TRAINING PROGRAM

TEAM STRUCTURE

In keeping with our philosophy of providing a well-rounded, quality, competitive swimming program for youngsters of all ages and abilities, the Bolles Sharks generally offers eight levels of professional technique instruction and training.

FRIDAY FUN GROUP This group uses fun to introduce swimming to young children, doing so in a safe and controlled atmosphere. The group is designed to have fewer swimmers per coach than other groups in the Sharks program, providing more individual attention to each child. The goal of this group is to prepare children to be proficient enough to join the Mako Sharks.

MAKO SHARKS This group is composed of the youngest competitive swimmers in the Bolles Sharks program. The main emphasis of this group is teaching the basic fundamentals of the competitive strokes. This consists of kicking, drilling, and the development of the skills necessary for competitive swimming.

TIGER SHARKS All swimmers within this group must be able to successfully swim each of the four competitive strokes in a legal manner as deemed by USA Swimming, Inc. rules. Further, sharpening of the competitive strokes through drills and kicking will be emphasized. Starts, turns, and mental skills for training for the next level will also be emphasized.

HAMMERHEAD SHARKS This group is the level in which swimmers move from primary stroke and technique instruction to more emphasis on training. Drill work and kicking will continue to make up a large portion of this group; however, swimming sets will be added. At this level, goal setting will be introduced and swimmers will be expected to be more accountable for their progress in swimming. Consistent practice attendance is necessary for continued improvement and advancement to the next group.

GREAT WHITE SHARKS The primary goal of this group is to teach the same skills and training as the Hammerhead group while increasing the physical demands placed upon the swimmers. This prepares anyone who wishes to advance his/her training further. Interval training is an important aspect of this group and minimum standards may be expected. This is the first level where a commitment to the sport is important for continued success.

REGIONAL/J.O. This group represents the first step towards success at the state level and beyond. Swimmers in the Bolles Regional/J.O. Group will be expected to be able to complete 5,000+ yards/meters of swimming each practice and competitively swim all four strokes. Swimmers at this level will gain exposure towards mental/psychological preparation needed for eventual

success at the national/international level. Regional/J.O. swimmers will be taught to express their desire for success through hard work both in and out of the water. When necessary, swimmers in this group will be divided according to their ability.

PRE-NATIONAL This group provides the disciplined training atmosphere necessary for success at the Sectional and National level. Athletes in the Pre-National Group have attained at least 1 Sectional standard. Pre-National athletes should also be committed to attaining Junior National standards and moving on to the Bolles Sharks National Group. Swimmers in the Pre-National Group are committed athletes striving always for excellence. They are goal-oriented, honest and ready to further their commitment for future success at the national and international level. Through their dedication to improve in all areas of their lives, athletes in the Pre-National Group reflect the mission statement of USA swimming: To build, promote and achieve competitive success.

NATIONAL This group provides the training atmosphere necessary for success at all levels of swimming, up to and including the Olympic Games. Bolles National Group swimmers have attained at least one Junior National standard. Just as importantly, though, they are 100% committed to their swimming development by way of attending all practices, always being positive and working hard, and by refraining from activities that will have a negative impact on their ability to progress in the pool and as a person. Athletes in the Bolles Sharks National Group serve as role models for all swimmers in the Bolles Sharks program, reflecting the mission statement of USA swimming: To build, promote and achieve competitive success.

THE BOLLES SHARKS SWIM LESSON PROGRAM

The Bolles Sharks Swim Lesson Program combines the expertise of the Bolles Sharks Swimming staff with the innovative concept of a swimming school, where students attend a weekly swimming class designed to teach them the fundamentals of both water safety and swimming.

Classes are offered to children 18 months and up and feature a 1:4 instructor to swimmer ratio. Students attend one class per week for ten weeks. The Bolles Sharks Swim Lesson Program is a registered member of the United States Swim School Association. For information please check the team website at http://bollesswimming.org/.

PRACTICE ATTENDANCE POLICIES

1. How often a swimmer attends practice depends on both their age and the group level with which they swim.

MAKO	Swimmers are encouraged to make two practices each week.
TIGER	Swimmers are encouraged to make three practices each week.
HAMMERHEAD	Swimmers are expected to make 80% per month, and are encouraged to attend four practices each week.
GREAT WHITE	Swimmers are expected to make 90% per month, and are encouraged to attend five to six practices each week.
REGIONAL/J.O.	Swimmers have no attendance requirements, however, if the swimmers expect to continue to improve and do well in meets they should attend at least 80% of the practices offered.
PRE-NATIONAL	Swimmers are expected to attend all of the practices offered each week. Swimmers in this group should be setting goals that will allow them to progress into the National Group. Swimmers in the Pre-National Group should have the same commitment level to training and competition as those in the National Group.
NATIONAL	Swimmers are expected to have decided on swimming as the main activity that they are going to pursue. Swimmers in this group are expected to strive for excellence, and in following this philosophy they are expected to attend 100% of their practices.

2. Always be present at the pool at least 10 minutes before the start of practice so we can start on time and make efficient use of the allocated time.

3. When a youngster is late for practice, it is our hope that the parents will send a note with the child explaining the reasons for tardiness, so the child is not unduly questioned about his lateness by the other swimmers or coaching staff.

4. Plan to stay the entire practice as each practice is designed to be most beneficial when completed in its entirety and coaches often make announcements at the end of practice. In the event that your child needs to be dismissed early from practice, a note from the parent for each dismissal is requested.

5. In case your swimmer will be out of the water over a long period of time with an injury or illness, please notify the Bolles Sharks coaches' office so the coaching staff is aware of the problem.

6. Occasionally most of a practice group will be at a meet, in which case you will be notified of a practice change or cancellation in the team newsletter, hand-out, or web site, bollesswimming.org.

7. All practice groups are expected to be at their designated starting place with their practice equipment ready to start practice on time.

8. **Parents need to sit in the bleachers.** This is the area designated for your use. Please do not sit in an area where you will be a distraction to the swimmers and coaches.

PRACTICE BEHAVIOR

1. Swimmers are expected to support their teammates at practice as well as in competition. Working together as a team benefits all individuals in the group and is an important part of the Bolles Sharks. Swimmers are encouraged always to be positive at practice.

2. Swimmers are expected at all times to follow the instructions of the coaching staff.

3. Abusive language, lying, stealing, and/or vandalism will not be tolerated. These behaviors are directly contrary to the objective of the Club and are detrimental enough to warrant strict disciplinary actions.

4. Swimmers may leave practice only with the coaches' permission!

5. Swimmers are not permitted in the strength training room unless a member of the coaching staff is present.

6. Bolles Sharks lease all the pools that we train in. Activities are limited to the pool and dryland room. Swimmers using other areas of the building (locker rooms, pool area, etc.) must follow the rules. Swimmers not behaving appropriately may have these privileges taken away.

7. During workouts, the pool deck is for coaches and swimmers. If you need to speak with the coaches, please do so before or after workout.

8. Parents are responsible for a swimmer's behavior before and after workouts. This includes carpool members as well.

9. Any individual not registered with USA Swimming, Inc. through the Bolles Sharks are not permitted in the pool at any time.

10. The Cassidy Aquatic Fitness Center is off limits to **ALL** individuals unless under the supervision of a Bolles Sharks coach/staff member.

11. Bolles Sharks members and families are **NOT** permitted on the Whitehurst Campus playground (across the street from the pools) at any time.

SWIMMING SUITS AND EQUIPMENT

The Bolles School Sharks Swim Team is fortunate to be sponsored by TYR. The company provides our team with free suits and equipment for our top swimmers, advertising money, tents, and more. Part of our relationship with TYR is a commitment by our team to wear TYR suits and to try, whenever possible, to use TYR equipment.

Bolles Sharks swimmers will be required to wear only the **official Bolles suits** at practices and meets. Failure to comply may result in a child not being allowed to practice or being prevented from competing in a meet, even if the child has already signed up for the competition. The Bolles Sharks has an ***official competition TEAM SUIT and an official practice TEAM SUIT*** that each member of the team must wear for all practices and competitions (unless otherwise specified by their coach at, for example, a senior championship meet). Parents can just buy the ***competition suit*** to wear at both practices and meets but the ***practice suit*** is made to last a long time. You can purchase the team suit from All-American Aquatics. Just click on their link on the left side of www.bollesswimming.org.

Age Group swimmers who already have TYR suits and want to wait to purchase a practice suit until their current suit wears out can wear the TYR suits to practice. However swimmers ***MUST*** wear TYR and it is not acceptable to wear a suit from another manufacturer. Please understand that coaches will enforce this requirement. Our hope is to be like any other team in any other team sport, one that not only acts like a team but *looks like a team!*

In order to maintain our relationship with TYR it is very important that when we compete our swimmers are wearing TYR suits. TYR provides our team advertising money, free suits, and more because of the positive exposure their company receives by being represented by the Bolles School Sharks.

SWIM MEET INFORMATION

PHILOSOPHY OF COMPETITION

The Bolles Sharks engages in a multi-level competition program with USA Swimming, Inc. that, like our training program, attempts to provide challenging, yet success-oriented competitive situations for swimmers of all ages and abilities.

1. We emphasize competition with oneself. Winning ribbons, medals, or trophies is not our main goal. Even if the swimmer finishes first, but has swum poorly in comparison to his/her own past performances, he is encouraged to do better. The individuals' improvement is our primary objective.

2. Sportsmanlike behavior is of equal importance to improved performance. Respect for officials, congratulations to opponents (other competitors), encouragement to teammates, determined effort, and mature attitudes are examples of behavior praised and rewarded by the Bolles Sharks coaching staff.

3. A swimmer is praised for improving his/her stroke or time. It is the coach's job to offer constructive criticism of a swimmer's performance. It is the parents' responsibility to provide love and encouragement that bolsters the swimmer's confidence along the way. Please recognize this fact and help the coaches by being supportive parents.

4. Swimmers are taught to be realistic, yet set challenging goals for meets and to relate these goals to practice to direct their training efforts.

5. Swimmers are prepared and encouraged to compete in all swimming events, distances, and strokes. This policy promotes versatility and encourages the swimmers to explore their potential in the wide range of events offered in competitive swimming.

CLASSIFICATION AND TYPES OF MEETS

Classified Age Group - There are seven age groups in USA Swimming: 8 & under, 10 & under, 11 & 12, 13 & 14, 15 & 16, 17-18 (sometimes grouped as 15-18) and senior. The senior age group includes any age USA Swimming, Inc. registered swimmer who has achieved the prescribed qualifying time for the event. Age on the first day of the meet will govern the swimmer's age for the entire meet.

Within each age group there are different "ability levels" or “classifications" (B, BB, A, AA, AAA, AAAA). Time standards for each classification are established each year by USA Swimming, Inc. In order to swim in a certain classification, a swimmer must have achieved the qualifying time for the particular classification. This permits fair, yet challenging competition on all levels. In some cases, a swimmer is a different class in each stroke (i.e. "B" breastroke, "BB" freestyle and backstroke, etc.).

Meets may combine classifications to allow swimmers to compete in a complete event schedule. For example, there may be a "BB-B" meet in which the swimmer would swim the "B" breast stroke event and the "BB" freestyle and. backstroke events.

"BB" and "B" level meets are held in local and state areas. We often travel out of state for "A" and "AA" competition.

Dual Meets – Occasionally, the Bolles Sharks will compete with another team in a dual meet. These meets help promote team unity, but usually limits the number of events a swimmer may enter.

Florida LSC Championships - These are held two times during the year; March for short course and July for long course. The Florida LSC is made up of over 100 teams. This is the top team effort meet in which Bolles Sharks participates and is the championship meet for 10 and under and most 11-12 and 13-14 year old swimmers.

Southern Sectional Senior Championship - This is also an important team effort held at the end of each short course and long course season, the Southern Sectional Senior Championship is the culmination of the season for many senior swimmers. Others who qualify go on to the National and US Open Championships.

Junior National Championships - This is the highest level meet for 18 & Under swimmers in the United States. A short course championship is typically held in December with a long course championship held in August. This is a very competitive and exciting team meet, one which the Bolles Sharks will strive to perennially be capable of winning. Any swimmer with a qualifying time for this meet is encouraged to attend.

United States Open Championships - One of the highest levels of achievement swimmers strive for is participation in the US Open Championships. Swimmers meeting qualifying time standards for this meet travel to different locations throughout the country to compete against the best young swimmers in the nation and world. This competition is usually held in December each year.

Conoco/Phillips 66 U.S.A. Swimming National Championships (Senior Nationals) - Other than the Olympic Trials and World Championship Trials, each of which is held once every four years, the highest level of competition for our senior swimmers is the US National Championships. As with the US Open Championships, swimmers meeting the national time standards travel to various cities in the U.S. to compete against America's best swimmers. By their performance in these meets, swimmers qualify for United States teams that engage in international competition.

MEET SCHEDULE

Each season's meet schedule is distributed at the beginning of the seasons.

1. The meet schedule has been established with the expectation that swimmers will attend every meet available to their classification level. In other words, a swimmer with "A" times should participate in all "A" level meets-, a swimmer with "BB" times in all "BB" level meets, etc. We do not schedule any meet unless we feel it is important to participate.

2. On an average, we want all team members to compete once every three or four weeks. The meet schedule is established with this philosophy in mind. In some cases, meets of a similar classification (i.e. "B-BB" meet) are scheduled as close as two weeks apart or as far as one month apart. This happens when the meets available to us offer no other alternative.

3. As a general rule, we will not permit any swimmer to compete in a competition on two successive weekends (except in championship meets). In a situation where there is an "A-B" meet one weekend and "B-BB" meet the following weekend, a swimmer with "B" times must choose one meet or the other. This policy holds true for all levels of competition.

4. The coaching staff reserves the right to make the final decision concerning which meets Bolles Sharks swimmers attend. Any exceptions to this schedule must be approved by the coaching staff.

5. Team Effort Meet - Team challenging meets are indicated on the meet schedule. Since we place the most emphasis on these meets, swimmers who are qualified to swim in at least two (2) events should attend these meets and contribute to the total team effort.

LOGBOOKS

One of the ways a swimmer improves is to become aware of his/her times and splits in every event. We want each Bolles Sharks swimmer to keep a record of his competition times from meet to meet. Keeping the logbook at home will help the swimmer be aware of times and goals, as well as facilitate signing up for meets.

HOW TO ENTER MEETS

1. The coaching staff reserves the right to enter athletes in the events that they have determined is in the best interest of the athlete.

2. The age group coaching staff (Great Whites, Hammerheads, Tigers, and Makos) will enter their swimmers in each meet. Senior swimmers and parents will enter themselves in meets using the meet entry system available from www.bollesswimming.org. **It is the swimmer's responsibility** to confer with their coach about which events to enter. **The coach always has the discretion** to alter a swimmer's meet entries.

3. If you have any questions about whether to enter a meet, or which events in which you have been entered, always confer with your coach.

4. Occasionally, a swimmer will forget to enter in a meet that they should swim. If space is available and the meet director is willing, a late entry may be permitted, but there are no guarantees. The fee is usually double the normal entry fee and must be paid on the deck by the swimmer.

5. It is the swimmer's responsibility to check all meet information and the team entry form to make sure no mistakes are made. The team entry will be posted two weeks before the meet. In the event of a mistake, please confer with your coach as soon as possible so that the appropriate change(s) can be made.

ENTRY FEES AND SURCHARGES

Each event a swimmer enters, in each meet, carries an entry fee. Meets held in the LSC are sanctioned by Florida Swimming in accordance with the governing rules of USA Swimming, Inc. They determine the amount that may be charged for each event in each classification. In addition to the entry fee for each individual event and relay event, Florida Swimming may require a surcharge or facility fee for each of these meets.

Meet entries fees **must be paid** prior to the day on which the coaching staff sends in the official entry. A swimmer whose fees have not been paid in time **will not** be entered into any given meet.

Once the entry for a meet has been mailed to the host team, we are unable to refund the entry fees for any reason.

BEHAVIOR AT MEETS

1. Whenever and wherever a swimmer wears any item of the team uniform, he/she should remember that his/her actions and words reflect on the team he/she represents, and behave accordingly. Let your actions reflect the pride you have in the Bolles Sharks organization.

2. As a matter of courtesy to the officials and meet host, it is strongly encouraged that swimmers and parents alike stay off the deck and out of the competition area unless they are competing or serving in an official capacity.

3. Similarly, as a matter of courtesy, all questions swimmers or parents may have concerning meet results, an officiating call, or the conduct of a meet, should be referred to the coaching staff. They, in turn, will pursue the matter through the proper channels.

4. As a matter of pride, leave the team area and the pool in a neat and clean condition at the conclusion of each session of the meet.

5. With regard to which events a swimmer competes in, the coaching staff will have the final word. Bolles Sharks team members should never scratch or late enter an event without first consulting one of the coaches.

6. In a meet with preliminaries and finals, it is expected that any swimmer qualifying to swim in the finals will do so.

7. Swimmers are expected to offer encouragement and support for all members of the team. Positive comments and team spirit are beneficial to everybody. Negative thoughts and comments should be kept to yourself.

SWIM MEET PROCEDURES

1. The week before the meet, check the posted entries. Often the coaching staff will add or delete some of the events you have entered.

2. Set the goals for each of the events entered. Each race is an opportunity to achieve one of these goals.

3. Arrive fifteen (15) minutes before the warm-up time.

4. Obtain a heat sheet and check to see if you are properly entered in your events. If there is a mistake, discuss it with **your coach** so he can take corrective action.

5. Stretch with the team and report to the Bolles Sharks lanes for warm-up.

6. Warm-ups are always conducted by a member of the Bolles Sharks coaching staff. Team members are required to warm-up with the team. It is important that swimmers and parents alike understand that a good warm-up is an essential part of a successful performance. Remember, diving is not allowed in warm-up. All swimmers must enter the water feet first unless otherwise directed.

7. It is customary for Bolles Sharks to have a "team area" at meets and to sit together as a group. This helps promote team unity and team spirit. Whenever possible the coaching staff encourages parents and swimmers to occupy the **team** area.

8. All swimmers are required to wear the team swim suit and team swim cap (if worn) in competition. Swimmers should also wear a Bolles Swimming t-shirt. Other apparel is optional, however, wearing the complete team uniform promotes team unity and pride and greatly aids spectator recognition.

9. Each swimmer is responsible for knowing which events he/she is swimming and be present on time to swim. It is customary to write a swimmer's event numbers, heat, and lane assignment in ballpoint pen on the back of the hand for easy reference.

10. Before a swimmer reports to the blocks, he/she should confer with a member of the coaching staff to receive strategy and goals.

11. At the conclusion of each race, each swimmer should ask the lane timers for his/her unofficial time. Upon receiving this time, the swimmer should warm down and then come speak with his/her coach. This gives the coaches an opportunity to discuss the race with the swimmer and add positive comments concerning splits, stroke technique, race strategy, etc.

12. Between races, swimmers are asked to rest and stay warm. All energy is to be stored up and used in competition. If swimmers must eat, a light snack, such as fruit, is recommended. Shoes should be worn at all times and, in situations when the air is cool, hats, gloves, sweats, and a parka are recommended.

13. When the official results are posted, note your official time to the 1/100th of a second and record these in your logbook. You will need these records for entry in future events, as well as for setting goals.

14. It is very important that athlete **check with the coaching staff prior to leaving the swim meet** making certain that he/she has not been placed on a relay. If for some reason a swimmer must leave early, please notify the coaches as soon as possible so the other swimmers may be informed if they will be needed for a relay.

15. Taking many variables into consideration, it is solely the coaching staff's responsibility to determine the members for each relay.

16. Things to bring:

Bolles Sharks T-shirt	Water & Fluids
Bolles Sharks team suit	Quiet games or book
Bolles Sharks team cap	Food – fruit or snack
Goggles (optional)	Logbook – for recording times
Money for heat sheets ($5-10)	Towels
Old blanket or sleeping bag	Sunscreen

RECEIVING AWARDS IN PUBLIC

Whenever there is a system of presenting awards at a meet, it is customary for a swimmer to be prompt and to cooperate fully at the presentation.

- The swimmer should wear a full team uniform when accepting his/her award.
- Swimmers are expected to be polite and modestly thankful for any awards they receive. It is appropriate to congratulate other swimmers and to receive like congratulations with poise and a "thank you."
- If photos are being taken, we ask that swimmers remain until the shooting is complete, being sure to cooperate with the photographer. Don't ham it up! The picture may be very special to someone else.

OUT-OF-TOWN MEETS

Trips to meets in other cities become an important aspect of a swimmer's career as he/she advances through the age group ranks. Bolles Sharks has established the following policies for the safety of the swimmer and peace-of-mind of parents.

1. Parents must be responsible for arranging transportation and lodging for away meets. DO NOT ASK YOUR SWIMMER TO HANDLE THIS JOB.

2. Parents are encouraged to attend out-of-town meets with their swimmers. These trips can be fun for parents and swimmers alike and are rare opportunities to participate in a special way in a young swimmer's career.

3. A coach has too many responsibilities to the team as a whole to accept responsibility for an individual. Therefore, do not ask a coach to provide transportation.

4. Any swimmer riding in a car is responsible to the parent/driver for his behavior and is expected to adhere to the Bolles Sharks code of behavior at all times.

5. A medical release and emergency telephone number should be given to the parent/driver with whom your swimmer is riding in case emergency medical treatment is required.

6. Sometimes there will be a bus taken to out of town meets. This will be offered to athletes 13 and older. The National and Region Groups will often travel in vans to their meets. In these instances, athletes will be expected to adhere to the Bolles Sharks code of conduct at all times.

PARENT'S ROLE

PARENT - SWIMMER - COACH RELATIONSHIP

To have a successful program there must be complete understanding and cooperation among parents, swimmers, and coaches. The progress of your child/children may depend, to a great extent, on this triangular relationship. With this in mind, we ask you to consider this section carefully as you join the Bolles Sharks.

PARENT'S GUIDELINES

You have done a great deal to raise your child. You create the environment in which they are growing up. Your child is a product of your values, the structures you have provided, and the model you have been. Human nature, however, is such that a person loses some of his ability to remain detached and objective in matters concerning his children. The following guidelines will help you keep your child's development in the proper perspective.

1. Every individual learns at a different rate and responds differently to the various methods of presenting skills. The slower learner obviously takes more time, and this requires more patience on the part of the parents and coaches, who must remember that his/her ultimate swimming potential may be as great or greater than that of the faster learner.

2. When an athlete first comes out for the team and starts practicing, it is possible for him/her to worsen rather than improve. In the case of team members in the Hammerhead and Great White groups this is likely due to the emphasis placed on stroke technique in these groups. It takes a great deal of the swimmer's attention to master these skills. These new sets of habits are the basis for later improvement. As training progresses to the upper level groups, additional stress is placed upon the muscles. The muscles will at first break down under the demand of additional work and this can explain an initial lack of improvement. As the need for improvement is realized, the muscles will gradually strengthen and the athlete's performance will improve.

3. Plateaus can occur at one time or another in every swimmer's career. Plateaus can be both in competition and training. A plateau signifies the swimmer has mastered lower-order skills, but they are not yet sufficiently automatic to leave the attention free to attack newer, higher-order skills. It is important to explain to the athlete that plateaus occur in all fields of physical learning. The more successful athletes are those who work through this momentary delay in improvement and go on to achieve greater performance to approach their personal potential.

4. Swimmers ten years and younger are the most inconsistent swimmers. This can be frustrating for parents, coaches, and swimmers alike! We must be patient and permit these youngsters to learn to love the sport.

5. Parents must realize that slow development of the competitive drive at an early age is normal and perhaps more desirable than precocious or forced early development. It is

important that everyone learn to compete and develop some competitive spirit. It is also important for children to learn to adapt to reasonable levels of emotional stress. The small disappointments we must learn to handle as youngsters prepare us for the larger ones we are certain to experience as adults.

6. It is the coaches' job to offer constructive criticism of a swimmer's performance. It is the parents' job to supply love, recognition, and encouragement necessary to help the young athlete feel good about him or herself.

7. Parents' attitudes and models often dictate those of their children. A child might not be consciously aware of what is taking place while subconsciously absorbing powerful messages about his/her parents' desires. For example, be enthusiastic about taking your child to practice and meets, fund-raising projects, meetings, etc. – don't look at these functions as chores.

8. If you have any questions about your child's training or team policies, contact the coach. Criticizing the coach in front of the child undermines the coach's authority and breaks the swimmer-coach support that is necessary for maximum success.

9. No parent should behave in such a way as to bring discredit to the child, the team, or competitive swimming. Any disagreement with a meet official should be brought to the attention of the coach and handled by the coach.

10. Be sure that your child swims because he/she wants to. Children tend to resist anything they "have to do." Self-motivation is the stimulus of all successful swimmers.

11. The etymology of the word "competition" goes back to two Latin words: "com" and "petere," which means together to strive. Avoid "playing" your child against his nearest competitor, thereby creating friction within the team and swimming community. Close competition provides two great services for the athlete: it brings out the best in him/her and shows where improvement is needed.

12. The communication between coach and swimmer is very important. A two-way relationship must exist daily at practice. It is imperative that the coach has the swimmer's full attention at these times. It is for this reason, we ask parents to watch practice from the designated bleachers in the pool area and not participate in the coaching in any manner. Parents who attempt to coach their child during a practice may be asked to leave the pool deck.

In general, it is best for parents to refrain from making stroke corrections or trying to coach their swimmer. When parents interject opinions as to how the swimmer should swim, it causes considerable and, oftentimes, insurmountable confusion as to whom the swimmer should listen and respect. If you differ with something, please confer with the coach. Our coaches would enjoy the opportunity to further explain the Bolles Sharks program to you.

Remember, particularly in the case of younger swimmers, that attitude and behavior of the parents in regard to their outlook on the sport has an important effect on the child. In swimming, as in life, nobody can "win" or succeed all the time – there will always be some disappointments.

Every child can gain from his experience, whether or not he/she ever wins a single race. The important thing is to keep on striving to do better next time. THE SECRET IS NOT ONLY TO PRODUCE GREAT SWIMMERS, BUT RATHER PRODUCE GREAT YOUNG PEOPLE WHO SWIM.

SIMPLE GUIDE TO BEING A GOOD SWIM PARENT

The parent's primary role is that of unconditional love and support for their swimmer. There are many ways to fulfill this role:

- The first is to remind your child that you love them, no matter how they perform either at practice or at a meet.
    - Support your child's goals by first allowing them to make goals of their own in consultation with their coach.
    - Remember that this is your son's or daughter's childhood and not your own: Recognize their dreams and support their ambitions, but don't create them for the child.
    - Make sure that your child is having "fun!" If this isn't fun, then why do it? If they are not having fun, find out why or ask the coach to find out why.
    - Do not let your child's performance affect your attitude towards them. If your child swims poorly it will not make them feel better to see disappointment in their parents. Before they race encourage them to have fun and after they race tell them you love them. Simple words can have a drastic impact on a child's outlook.
    - Do not pay your child or provide material rewards for swimming well. Children must learn that doing a thing well is worthwhile in its own right. Through swimming they should earn respect because of their commitment and not money for their accomplishments.
    - Understand that swimming can be daunting, especially to new swimmers or younger swimmers. A fifty meter pool looks awfully long to an eight year old! If your child is afraid to swim an event remind them that the coach would only suggest it or enter them in it because they *believe* in your child.
- It is imperative that your swimmer believe you support the coach, *even when you disagree him/her*.
    - Disagreements are natural and when they exist everyone wants resolution, but always remember there is a time and a place to discuss disagreements.
    - The pool deck is not the place to argue or confront the coach about any disagreement. All coaches are available away from the pool deck and will respond to either email or telephone calls.
    - During practice a coach's attention must be focused on the group. If you wish to meet in person with your child's coach please schedule a time to do so, do

not arrive at practice assuming that either the coach will be available to meet with you or that it is the appropriate time and place to meet.

  - Support the coach by understanding they do have a life outside of the pool. This sport requires long hours of work. Respect the coach's desire to go home to his/her family after practice.

- Support the team at practice, at away meets, and at home.
  - Supporting the team means everything from making sure your child wears team apparel at meets to volunteering your own time at any of our home meets. Do not leave it to others to do this work. Our team extends beyond the coaches and swimmers and we need everyone's involvement to be successful.

  - Supporting the team also means being a positive influence at any meet from the sidelines. There are often instances where parents from opposing teams do not get along, which only creates more tension for the child. We want our children to be good sports, which means we need our parents to be good sports.

  - In order to support the team one must be an active member, beyond just dropping your child off before practice and picking them up afterwards.
    - Attend parents meetings.
    - Volunteer at meets
    - Become an official
    - Make donations for meets
    - Pay all bills promptly and in full. If you are unable to please make arrangements with the team. We are all human.

- Be punctual for practice and meets and plan for your child to spend the entire practice at the pool. It is disruptive to have a child arrive late or leave early. It also diminishes the value of teaching a child the value of commitment.

- Do not coach from the sidelines or stands.
  - Leave the racing strategies to the coach.

  - Allow the coach to discuss technical issues with the swimmer and do not second-guess them either with or in front of your child. If you have questions please discuss it with the coach.

  - Do not compare your child to anyone else on the team. Your child is unique, wonderful, and full of potential. Remember that everyone achieves potential in different ways and at different times.

  - Don't time your child from the stands. There are enough timing devices around at meets and at practice. When a parent times from the stands it simply adds pressure on the child.

- Do not criticize officials. Most times officials are parents just like you, committed to their children and committed to their sport.

- Winning is NOT everything. The most important things a child can do in a race are:
    - Have fun!
    - Try to employ the coach's technical instructions and racing strategy.
    - Give their best effort and RACE!
    - Congratulate the other competitors no matter what the outcome.

- Encourage healthy eating. It is no secret that apples are better than French fries and that eating a rack of ribs right before a meet does not promote fast swimming. Make smart eating decisions for your child and for yourself. Your children will emulate the people they respect and love most, their parents. Allow their desire to swim to make a positive influence on your own life and health by using it as another reason to make good eating decisions.

Swimming requires discipline, persistence, integrity, respect, and trust. Your child can only learn these values if you live them yourself. With the assistance of your coach and a positive, supportive atmosphere, your child could achieve dreams which he/she did not think capable.

COACHES' RESPONSIBILITIES

The coaches' job is to supervise the entire competitive swim program. The Bolles Sharks coaching staff is dedicated to providing a program for children that will enable them to learn the value of striving to improve oneself – "to be the best you can be." Therefore, the coaches must be in total control in matters affecting training and competition.

1. The coaches are responsible for placing children in practice groups. This is based on the age and ability level of each individual. When it is in the best interest of a swimmer, he/she will be placed in a more challenging training group by his/her coach.

2. Sole responsibility for stroke instruction and the training regimen rests with the Bolles Sharks coaching staff. Each group's practices are based on sound scientific principles and geared to the goals of that group.

3. The coaching staff will make the final decision concerning which meets Bolles Sharks swimmers may attend. With regard to which events a swimmer competes in, the coaching staff will also make the final decision.

4. At meets, the coaching staff will conduct and supervise warm-up procedures for the team. After each race, the coaches will offer constructive criticism regarding the swimmer's performance. (It is the parents' job to offer love and understanding regardless of their child's performance.) The building of a relay team is the sole responsibility of the coaching staff (see Swim Meet Procedures).

The coaching staff is constantly updating and improving the Bolles Sharks program. It is the children's and parents' responsibility to make the most out of the excellent opportunity this program provides for success in swimming.

PARENTS' COMMUNICATION

An important link of the swimmer - coach - parent triangle is the parent-coach communication line. Parents are kept informed of club activities through the Bolles Sharks website, www.bollesswimming.org, emails, and announcements at practice. If any question or problem should arise, the lines of communication between the coaches and parents will always be open. Feel free to call any coach on our staff about problems or concerns about your child. It is very important that you let us know if there is anything we can do to aid your swimmer in his/her full enjoyment of the sport so he/she will realize greater success. It is best to communicate with the coach most involved with your child's program. DISCUSSIONS WITH THE COACHING STAFF SHOULD NOT BE HELD DURING PRACITCE OR MEETS.

COACH'S RESPONSIBILITIES

1. Each coach has a responsibility to be a positive role model for the swimmers.

2. Each coach has a responsibility to be a technical expert on the sport of swimming.

3. Each coach has a responsibility to help construct a vision for the athlete of what is possible in the sport of swimming and the path to follow to get there.

4. Each coach has a responsibility to constantly be aware of the swimmers' safety and well being.

COACH'S BILL OF RIGHTS

1. Each coach is a professional and has a right to be treated with respect by all swimmers, parents, and other coaches.

2. Each coach has a right to expect the full support of all parents in the Bolles Sharks swimming program.

3. Each coach has a right to establish training programs which are safe and which will meet the needs and goals of the swimmers, head coach, and Bolles Sharks.

4. Each coach has a right to be free from unnecessary interruption from parents during training sessions or meets.

5. Each coach has a right to be compensated fairly for his or her services considering the financial abilities of Bolles Sharks.

SWIMMER'S RESPONSIBILITIES

1. Swimmers have a responsibility to treat his or her coach with respect at all times and to use proper channels to address any problems or complaints.

2. Swimmers have a responsibility to adhere to the coach's rules governing training sessions and to focus on the training program.

3. Swimmers have a responsibility to take his or her commitment to swimming seriously at whatever his or her training level may be.

4. Swimmers have a responsibility to support the Bolles Sharks team, fellow swimmers, and his or her coach by encouragement and attendance at practice and meets.

5. Swimmers have a responsibility to make the minimum number of training sessions set by the coach and to strive for the recommended attendance percentage.

6. Swimmers have a responsibility to train and race as hard as he or she can.

SWIMMER'S BILL OF RIGHTS

1. Swimmers have a right to be treated with respect and to be free of verbal or physical abuse from a coach or another swimmer.

2. Swimmers have a right to expect that his or her coach, after being made aware of a limiting physical condition, will not ask the swimmer to perform or train in a manner that the coach knows will be harmful to the swimmer.

3. Swimmers have a right to expect that all practices both in and out of the water will be conducted in a safe manner so that the swimmer will not be exposed to unnecessary risk.

4. Swimmers have a right to know that his or her coach cares about them as a person/individual as well as an athlete.

5. Swimmers have a right to be positively encouraged to do better, to be congratulated on a good performance, and to be criticized constructively when improvement is needed.

6. Swimmers have a right to expect practice to be challenging and that, overall, competitive swimming will be rewarding.

7. Swimmers have a right to set his or her own swimming goals with his or her coach, and to change these goals if circumstances arise.

SHARKS PARENT SUPPORT TEAM

The Bolles Sharks are a non-profit organization run by the head coach/aquatics director. Over the years, one of the major strengths of the Bolles Sharks has been parental involvement. Parents are called upon and are necessary to run Bolles Sharks home meets; a major source of Club income. Parents are also encouraged to participate in other fund raising activities of the Club. In order to properly insure the involvement of all parents, sign up sheets are placed out before every Invitational for parents to select jobs to help run the meets. We strongly encourage all parents to be involved in our meets. This involvement is instrumental in keeping our fees to a minimum for the continued success of the Bolles Sharks, both in the community and throughout the regional and national levels.

CONTACTING THE COACHING STAFF

Bolles Switchboard Operator		733-9292
Head Coach/Aquatics Director	Sergio Lopez	256-5210
Senior Assistant	Jon Sakovich	256-5216
Senior Late Night	Jason Calanog	256-5214
Senior Assistant	Kate Skaggs	256-5211
Senior Assistant	Julie O'Brien	
Senior/Age Group Assistant	Gustavo Calado	
Senior Late Night Assistant	Mike Crabtree	
Head Age Group Coach	Martin Zubero	256-5212
Age Group Assistant	Christian Bahr	608-1785
Age Group Assistant	Jessica Schacht	
Age Group Assistant	Kathy Steele	256-5213
Age Group Assistant	Julia Warnken	256-5213
Website address	bollesswimming.org	

NEW MEMBERS

Bolles Sharks welcomes new members to the club at all times during the year, as long as a healthy swimmer-to-coach ratio can be adhered to. Interested new families can direct all phone calls to the above number and extensions to contact a coach or staff member. As a member of the Bolles Sharks community, you are our best recruiting tool. Carry on the "Tradition of Excellence" through your pride and support of the Bolles Sharks.