



## **NU WAVE HANDBOOK 2017-18**

**WHO WE ARE:** Nu Wave Swim Club, a 501(c)(3) non-profit organization, is one of the most comprehensive year-round competitive swim clubs in the South, with swimmers ranging from five years old to adults and led by Head Coach Ross Hedrick. We train and coach swimmers by teaching proper technique, physical fitness, and healthy habits, while instilling "championship behavior"—sportsmanship, teamwork, integrity, hard work, and discipline.

**OUR MISSION:** The Nu Wave Swim Club develops life skills through a goal-oriented, competitive curriculum.

### **BOARD OF DIRECTORS**

Nu Wave Swim Club is a 501(c)(3) non-profit organization run by a volunteer Board of Directors that is responsible for the direction and management of the program while maintaining sound business principles. The Head Coach is responsible for the day to day running of the program while reporting progress on a consistent basis to the Board of Directors.

President:	Angele Thionville, <a href="mailto:athionville@cox.net">athionville@cox.net</a>
Treasurer:	Rhonda Dumas, <a href="mailto:mdkobe@aol.com">mdkobe@aol.com</a>
Secretary:	Tripp Edwards, <a href="mailto:trippedw@yahoo.com">trippedw@yahoo.com</a>
At Large Members:	Nici Eichberger, <a href="mailto:neichberger@prokauer.com">neichberger@prokauer.com</a>
	Tamara Jacobson, <a href="mailto:TKJacobson@aol.com">TKJacobson@aol.com</a>
	Lilly Duronslet, <a href="mailto:lduronslet35@gmail.com">lduronslet35@gmail.com</a>
	Greg Johnson, <a href="mailto:gljohnson@liskow.com">gljohnson@liskow.com</a>
	Jim Korndorffer, <a href="mailto:jkorndor@gmail.com">jkorndor@gmail.com</a>

### **TEAM STRUCTURE**

The program is divided into specific practice groups based on requirements and expectations. Nu Wave provides two tracks for swimmers focusing on the experience level of each athlete and commitment from each family. Our Technique & Fitness Groups focus on developing each swimmer through developmentally appropriate challenges, technical refinement, and competitive opportunities while allowing for a more convenient practice attendance expectation. Our High-Performance Groups focus on a more advanced training structure that has stronger program commitments to allow each athlete the opportunity to reach their competitive potential.

The progression of each swimmer is based on meeting the expectations, age, and attendance requirements of their current group through constant evaluation from the coaching staff, and a commitment to the higher expectations of the next group. The majority of group movement will take place as we enter a new swim season. Swimmers demonstrating exceptional progression within a practice group may be offered the opportunity to transition to the next group during a swim season. Ultimately, all decisions are determined by the Head Coach of Nu Wave Swim Club and based on the individual level of each swimmer. Our Head Coach determines group placements with input from individual group coaches.

**OUR TECHNIQUE & FITNESS GROUPS:** These groups focus on developing each swimmer through developmentally appropriate challenges, technical refinement, and competitive opportunities. These groups are:

- **Stroke School:** A group designed to bridge the gap between swim lessons and competitive swimming, emphasizing the improvement of stroke technique and introducing all four competitive strokes, racing starts, and turns.
- **Riptide:** An introductory competitive group for age group 6-8 years old, who can comfortably attempt to swim both freestyle and backstroke for 25 yards. The group will emphasize the development of freestyle and backstroke techniques while introducing competitive breaststroke, butterfly and diving skills.
- **Whitecaps:** An introductory group for age group 9-12 years old, who can complete at least 25 yards of freestyle and backstroke. This group will emphasize the development of the techniques for all four competitive strokes.
- **Varsity:** A training group for swimmers ages 13 years and older, who have the ability to train at a level consistent with high school competitive swimming, emphasizing focused training around the high school event template.
- **Summer Rec:** A four-week session group in June and July for age group 6-12 years old, emphasizing improvement in stroke technique for all four competitive strokes.
- **Masters:** A group for swimmers 18 years and older, providing quality instruction and training programs directed by a certified coach.

**Practice Location:** Isidore Newman School

**OUR HIGH PERFORMANCE GROUPS:** These groups focus on a more advanced training structure that has stronger program commitments to allow each athlete the opportunity to reach their competitive potential. These groups are:

- **Tidal Wave:** An introductory competitive group for ages 7-10 years old, who can complete at least 100 yards of continuous freestyle or backstroke and compete in all four strokes legally. This group will emphasize the development of the techniques for all four competitive strokes while meeting challenges in racing situations. Practice location is Tulane University Reily Center.
- **Cyclone:** An intermediate to advanced group for ages 9-12 years old, who are proficient in all four strokes, including starts and turns for each stroke, and demonstrate an understanding of intervals. This group will emphasize technical proficiency, the development of interval training and race strategy, and introduction to endurance training. Practice location is Tulane University Reily Center.

- **Tsunami:** Advanced age group swimmers, ages 13-15 years-old, who demonstrate a high level of ability and commitment to swimming. Our group focus will be on the continued enhancement of race strategy, technical development, speed and endurance training. Practice location is UNO Lakefront Arena.
- **Senior:** A group of mature, responsible and high achieving swimmers, ages 14 & older. Senior swimmers have the ability to train at a very high level. Swimmers have the desire to set and achieve new personal goals and take ownership of their goals and performances. Practice location is UNO Lakefront Arena.
- **National:** The most advanced group of 15 & older swimmers who have the ability to train at a very high level and are willing to commit completely to the program. Swimmers will develop skills necessary to succeed at Regional/National competitions with a goal of collegiate swimming. Practice location is UNO Lakefront Arena.

### CLUB COMMUNICATIONS

The primary means of communication is the club website, [www.nolaswimming.com](http://www.nolaswimming.com). The secondary means is by emails generated from Team Unify. The email addresses that you supplied at Registration on Team Unify under MY ACCOUNT will be used by the Board, Head Coach, and Group Coaches as means for communication. All active accounts receive Team Unify correspondence and all email addresses and text numbers **MUST BE VERIFIED**. Team Unify has an Emergency Contact request for each swimmer, please list the name and phone number of the first person you wish to be contacted in the event of a swimmer's emergency.

### FINANCIAL OBGLIGATIONS

The dues and financial obligations for each individual are based on group placements and vary for Technique and Fitness Groups and High Performance Groups. As a swimmer progresses through the program, he/she is offered more training and competition opportunities and the dues will reflect this progression.

#### **Things to Know**

1. Current swimmers will have until August 1 to declare their intention to continue with the program on Team Unify "Events." Making this election will allow the swimmer's account to remain active and reserves their spot on the team until the registration deadline. After August 1, group spots will no longer be reserved for returning swimmers and will be assigned on a space-available basis. All returning swimmers need to complete registration by **September 3. Please consult your coach for appropriate training group placement.**
2. Fees for Nu Wave competitive swimmers may include three components: a non-refundable registration fee, annual (or monthly) dues, and a minimum Swim-a-thon fundraising obligation. In addition, depending on a swimmer's activities, there may also be certain merchandise, meet, and travel costs or fees.

3. A non-refundable \$275.00 annual registration fee is required for the Riptide, Whitecaps, Varsity, Tidal Wave, Cyclone, Tsunami, Senior, and National training groups. This fee includes USS registration, swim cap, team shirt, and certain fixed costs incurred by the team in handling a swimmer. Annual registration fees must be paid upon registration. Swimmers joining the program after February 1 will be offered a reduced annual registration fee of \$175 and less for summer participation.
4. Nu Wave is a year-round swim club committed to paying coaches and pool rental 12 months of the year. Therefore, dues are based on a twelve-month contract for High Performance Groups (Tidal Wave, Cyclone, Tsunami, Senior and National).
5. Riptide, Whitecaps and Varsity are able to participate in single or multiple sessions; however, they are required to pay the annual registration fee.
6. Our fiscal year is September 1- August 31.
7. New swimmers to the program are allowed a two-week trial period.
8. There are no annual payment refunds for withdrawal from the team after November 1, 2017, for High Performance Groups.
9. There is an annual payment plan or monthly payment plan for High Performance Groups. There are 10 monthly payments made on the first of the month from October-June with the first month paid upon team registration.
10. In the event a swimmer moves groups during the year, the monthly payment cost will be adjusted to reflect the group move. If the swimmer paid the annual payment, a prorated cost difference will be invoiced to the swimmer's account.
11. Swimmers' accounts can be accessed by logging into your personal account, select MY ACCOUNT, then \$MyInvoice/Payment. All accounts invoices are expected to be paid on the first of each month either by automatic payment with credit card on file, make a payment by credit card, or check. Outstanding account balances could prohibit your swimmer from participating in practices until payment arrangements are made with the club.

### **Meet Fees and Travel Fees**

Depending on a swimmer's meet activities, there may also be certain merchandise, meet, and travel costs or fees. Each swimmer pays meet entry fees that Nu Wave delivers to Louisiana Swimming and the host team based on the number of individual events and relay events per registered swimmer. Once a swimmer has committed to attend a swim meet on Team Unify, the swimmer is responsible for the meet fees regardless of whether he/she attends the meet. There are no refunds on meet fees unless the Nu Wave staff makes an error.

In the event a meet is located 60 miles or further from New Orleans, a travel meet fee of \$15 will be charged to each swimmers account to cover our swim coaches' travel and hotel accommodations. There will be a travel meet fee of \$25 per swimmer for State Championship Meets with the exception of State Meets held in New Orleans.

### **Fundraising**

Each year Nu Wave hosts its annual fundraiser, USA Swimming Foundation Swim-a-thon, a fun and easy way to collect the much needed funds for our organization. The goal is for swimmers in

the HIGH PERFORMANCE GROUPS (Tidal Wave, Cyclone, Tsunami, Senior and National) to raise at least \$250 through pledges, with a family maximum of \$400. Families will be assessed their financial obligation if they fail to raise their funds. There are no fundraising obligations for Technique & Fitness groups.

### **EQUIPMENT AND TEAM APPAREL**

Upon registration for the swimming season (August- July), each registered swimmer will receive a Nu Wave team shirt for the season and one latex Nu Wave swim cap. All High Performance groups are required to purchase equipment and an equipment bag for their gear as specified by their group coaches.

For competitions, it is REQUIRED for every swimmer to wear a Nu Wave team suit or black suit. Swimmers will have the option to wear their Nu Wave team suit or a high performance swimsuit at championships meets.

Swimmers can order team merchandise from **D & J Sports**. You can locate D & J Sports on Team Unify under Apparel. Website: [www.djsports.com/Team-Login/](http://www.djsports.com/Team-Login/), Username: nuwave, Password: swimclub. Nu Wave Swim Club is sponsored by Speedo, therefore, D & J Sports will offer a discount for Speedo Tech suits. Please call them directly.

Merchandise items such as Nu Wave shirts (for parents and swimmers), silicone caps, personalized latex and silicone caps, and other clothing items will be sold throughout the season at pre-advertised times.

### **SWIM MEETS AND MEET CALENDAR**

The purpose of competitive swimming is to compete and that means attending swim meets! Individuals seeking membership in Nu Wave Swim Club should understand that we are a competitive team, not a recreational team. Swimmers should be willing to accept the responsibility of membership and participate in meets, especially in championship meets such as Louisiana State Championship Meets, 8 & Under Regional Championships, and national and regional championships. For many new swimmers, taking the first step and going to their first competitive meet is a huge undertaking. Our coaches understand this and are happy to share information about each meet and what meets may be good "FOCUS MEETS" for beginners.

Nu Wave Swim Club is a member of the Louisiana Swimming LSC (Local Swimming Community). In the month of August or September, all Louisiana swimming clubs meet for an annual meeting to determine the Louisiana Meet Calendar for the entire year including Short Course and Long Course Seasons. Thereafter, Nu Wave coaches will determine the swim meets our swimmers will participate in throughout the year and provide that information to swimmers in late September. Nu Wave swimmers will attend ENTIRE TEAM meets and some meets specific to certain age groups, training groups, or swimmers who achieve a specific time standard.

Through Team Unify, swimmers will commit to their participation in swim meets. There is a meet invitation from the host team that will be uploaded onto Team Unify. It is advisable to read the meet invitation for meet specifics like entry limits, warm-up times, order of events, time standards, etc. Once you have selected your commitment to attend, a list of events will appear for your event selection. Please know that your Group Coach has final decision on swimmer's events. If you are able to participate in only one day of the competition, please write those instructions in the "NOTE section." Once you commit to attend the meet, you are responsible for the entry fees for that meet. TEAM POLICY is NO LATE ENTRIES. Please declare your commitment to attend or not to attend before the Registration Deadline.

Nu Wave participates in the following types of meets: intra-squad meets, splash meets, invitational meets, and championship meets.

**Intra-squad meets and Splash Meets** are practice meets that acquaint our swimmers with the competitive process. They reinforce the skills necessary for meets and are for Nu Wave swimmers only. Intra-squad meets are held several times throughout the year to assist swimmers at all levels to prepare for USA Swimming competition. They also provide an opportunity for our seasoned, more capable swimmers to mentor the newer swimmers.

**Invitational meets** are for any swimmer, unless time standards are listed in advance. Swimmers are placed in heats according to their seed times, swimming slowest to fastest in most cases. The swimmers with the fastest six or eight times at the meet, without regard to heat assignment, usually win awards.

**Championship meets** are meets such as Louisiana Short Course and Long Course State Championships, 8 & U Regional Championships, Sectionals, Junior Nationals, Nationals, and other meets which require a swimmer to achieve a specified time standard in order to participate in the competition. Events are first swum as preliminary heats. At Championship meets (other than 8 & U Regionals), the fastest eight swimmers from all of the preliminary heats will advance to the Finals heat later in the day. For certain age groups, at certain meets, the next eight fastest swimmers from all of the preliminary heats will advance to the Consolation final heat later in the day.

### **TIME STANDARDS**

Knowledge of USA Swimming time standards helps swimmers and their families chart progress and realize personal goals. They also provide swimmers with an opportunity to find out how they measure up against other USA Swimming age-group swimmers. They are available from USA Swimming's website under Time Standards ([www.usaswimming.org](http://www.usaswimming.org)).

State Qualifying Times: [www.louisianaswimming.org](http://www.louisianaswimming.org) , [www.nolaswimming.com](http://www.nolaswimming.com)  
Sectional/ National Qualifying Times: [www.nolaswimming.com](http://www.nolaswimming.com)

## **VOLUNTEERING AND MEET RESPONSIBILITIES**

All parents of swimmers registered with Nu Wave are required to participate in volunteer support services. Throughout the year, we host **six or more** USA Swimming meets and need every family's involvement for success. It is the volunteer efforts of individual parents that allow for the existence of the club.

Team Unify has a function to coordinate volunteer positions. Our Volunteer Coordinator will determine the sign-up needs for upcoming meets. Various volunteer positions will be requested such as: timers, head timers, computer workers, officials, referees, clerk of course, awards, hospitality, heat sheet sales, etc. These positions will be posted in advance of a Home Swim Meet. Parents can select a position to volunteer through Team Unify.

In the event of an Away Meet, our team will have volunteer responsibilities as well. In these cases of away meets, our responsibilities may not be assigned until the week or days before the competition. A Team Unify-generated email will notify you to sign up for volunteer positions. All Nu Wave families are required to complete a minimum of 15 hours of timing / volunteering hours throughout the year. These hours will be recorded on Team Unify when you register for JOB SIGN-UP in advance of the volunteer opportunity.

In the event our team's timing responsibilities are not filled before the start of a competition, our Volunteer Coordinator will assign families a timing responsibility. It is best for families to select their preferred timing shift rather than be assigned by our coordinator.

## **USA OFFICIALS**

All USA Swimming meets have swim officials on deck to enforce the rules and regulations of swimming. They are all volunteers, trained by and registered with USA Swimming. Most of them are parents just like you. If you are interested, the procedure for becoming an official is simple. For more information about becoming an official, please contact Melanie Korndorffer, [mkorndor@gmail.com](mailto:mkorndor@gmail.com).

## **RECOGNITION AND AWARDS PARTY**

Each year, Nu Wave will recognize swimmers within the program and hand out numerous awards. Awards will be determined based on the previous swim year's performance including Short Course and Long Course Championship Meets from August through July.

## **USA SWIMMING POLICIES AND GUIDELINES**

### **Action Plan of Nu Wave Swim Club to Address Bullying, Nu Wave Swim Club Policy on Electronic Communication, and Team Travel Policy**

As required by USA Swimming, Nu Wave Swim Club has an action plan to address bullying and an electronic communication policy. These policies must be reviewed and agreed to by all athletes, parents, coaches, and other adults of the club. These policies can be found on our website under the General Information, Safe Sport.

**Nu Wave Swim Club supports the USA Swimming Code of Conduct for Athletes, Coaches, and Parent.** These policies can be found on our website under General Information, Safe Sport. All parents and swimmers must review and agree to these policies as a member of Nu Wave Swim Club.

## **NU WAVE TEAM REGISTRATION AGREEMENTS**

### **Agreement 1: Medical Release Waiver**

I certify that I am the parent or legal guardian for my child(ren). I hereby give my permission for any supervisor, coach, or other team administrator associated with the **Nu Wave Swim Club** to seek and give appropriate medical attention for our child(ren) in the event of accident, injury, or illness. I will be responsible for any and all costs associated with any necessary medical attention and/or treatment.

I hereby waive, release, and forever discharge **Nu Wave Swim Club** and any associated supervisor, coach, or other team administrator from all rights and claims for damages, injury, or loss to person or property which may be sustained or occur during participation in **Nu Wave Swim Club** activities, whether or not such damage or loss is due to negligence. I hereby acknowledge that my children is (are) physically fit and capable of participation in all Swim Team activities.

### **Agreement 2: Liability Waiver**

By registering my child(ren) with the **Nu Wave Swim Club**, I agree to participate (or allow my child(ren) and family members to participate) in the **Nu Wave Swim Club**, and hereby release **Nu Wave Swim Club**, its directors, officers, agents, coaches, and employees from liability for any injury that might occur to myself (or to my child(ren) and family members) while participating in the **Nu Wave Swim Club** program, including travel to and from training sessions, swim meets, or other scheduled team activities.

I agree to indemnify and hold harmless the above-mentioned organizations and/or individuals, their agents and/or employees, against any and all liability for personal injury, including injuries resulting in death to me, my child(ren) and/or other family members, or damage to my property, the property to my child(ren) and/or other family members, or both, while I (or my child(ren) or family members) participate in the **Nu Wave Swim Club** program.

### **Agreement 3: Financial Obligation and Swim-a-thon Obligation**

I agree to fulfill my Nu Wave financial obligations based on my group placement. All invoices are to be paid on the first of the month. Additionally, my family agrees to fulfill its Nu Wave fundraising obligations as a member of the High Performance groups. There are no fundraising obligations for Technique & Fitness groups.

Each year Nu Wave hosts its annual fundraiser, USA Swimming Foundation Swim-a-thon, a fun and easy way to collect the much needed funds for our organization. The goal is for swimmers in the HIGH PERFORMANCE GROUPS (Tidal Wave, Cyclone, Tsunami, Senior and National) to raise at least \$250 through pledges, with a family maximum of \$400. Families will be assessed their financial obligation if they fail to raise their funds.

### **Agreement 4: Use of Likeness, Publicity, and Social Media**

From time to time, Nu Wave Swim Club may publish the names, pictures, videos, biographical information, or other likenesses (“Likeness”) of its members or swimmers on its website, on social media accounts, in other digital media, or in printed materials. If I do not wish to have my or my swimmer’s Likeness used in this manner, I agree to notify Nu Wave Swim Club in writing.

### **Agreement 5: Nu Wave Handbook Policies and Code of Conduct for Parents and Athletes**

I acknowledge that I have read and agree to the policies of the Nu Wave Handbook, including but not limited to the USA Swimming-required policies regarding electronic communication, bullying, and team travel policies.

The purpose of a code of conduct for parents is to establish consistent expectations for behavior by parents. As a parent/guardian, I understand the important growth and developmental support that my child’s participation fosters. I also understand that it is essential to provide the coaching staff with respect and the authority to coach the team. I agree with the following statements:

- I will set the right example for our children by demonstrating sportsmanship and showing respect and common courtesy at all times to the team members, coaches, competitors, officials, parents, and all facilities.
- I will get involved by volunteering, observing practices, cheering at meets, and talking with my child and their coach about their progress.
- I will refrain from coaching my child from the stands during practices or meets.

- I understand that criticizing, name-calling, use of abusive language or gestures directed toward coaches, officials, volunteers, and/or any participating swimmer will not be tolerated.
- I will respect the integrity of the officials.
- I will direct my concerns to first to my swimmers' group coach; then, if not satisfied, to the head coach.

I understand the above expectations and that my failure to adhere to them may result in disciplinary action.

The purpose of a code of conduct for athletes is to establish a consistent expectation for athletes' behavior. By acknowledging this code of conduct, I agree to the following statements:

- I will respect and show courtesy to my teammates and coaches at all times.
- I will demonstrate good sportsmanship at all practices and meets.
- I will set a good example of behavior and work ethic for my younger teammates.
- I will be respectful of my teammates' feelings and personal space. Swimmers who exhibit sexist, racist, homophobic, or otherwise inappropriate behavior will be faced with consequences.
- I will attend all team meetings and training sessions, unless I am excused by my coach.
- I will show respect for all facilities and other property (including locker rooms) used during practices, competitions, and team activities.
- I will refrain from foul language, violence, behavior deemed dishonest, offensive, or illegal.
- If I disagree with an official's call, I will talk with my coach and not approach the official directly.
- I will obey all of USA Swimming's rules and codes of conduct.

I understand that if I violate this code of conduct, I will be subject to disciplinary action determined by my coaches and the swim club's board of directors.

### **FACILITY USAGE AND DECK POLICY**

All of our pool locations are facilities that allow access to the general public. Our coaches are only able to supervise your children once they are on the pool deck or in the pool. We strongly encourage you to walk your children to the coaches so that there is limited time that they are alone in these public facilities. The locker rooms and bathrooms are areas where children should be extra cautious and we encourage parents to help each other keep an eye out for other teammates. Swimmers are not to wander at the pool facilities.

**At the Reily Center**, swimmers are not allowed in the common area near the front desk unless they are also a member of the Reily Center.

**At Newman School**, swimmers are allowed only on the grassy area outside the pool patio near the pool area and patio outside the pool area. All swimmers are to ENTER and EXIT thru the Jefferson Avenue Gates.

For the safety of our swimmers and in compliance with our insurance policies, parents are not to be allowed on the pool deck. Only USA Swimming-certified Swim Coaches are allowed to be over the lanes at all our facilities according to these insurance policies. When parents are over the lanes/pool during practice, this becomes a distraction to the coaches, which then takes away attention from the swimmers and what is going on in the pool. Most importantly, it is a safety hazard. All parents are required to remain in the stands at all facilities during practice time.

**Groups practicing at Newman (Stroke School, Riptide, Whitecaps, and Varsity):** Parents are welcome to sit in the bleachers under the record board or outside ONLY. The bleachers and chairs alongside the pool are not an option because they are too close to the water. Also, the small well behind the lanes is not available for other children to play.

**Groups practicing at Tulane (Cyclone and Tidal Wave) and UNO (Tsunami, Senior, National):** Parents are to sit in the stands along the side of the pool.

### **GREIVANCES AND COMPLAINTS**

As in any large organization involving significant numbers of parents and their children, Nu Wave cannot always be all things to all people. Although conflicts in our club are few, they occasionally arise, and we have a protocol for dealing with them. All complaints about coaching, swimmers' behavior, or any other swimming issues **must go to your group coach first.** If the problem is not resolved, then the Head Coach will be contacted. The Head Coach will address all questions and concerns at this time. If there is no resolution once the Head Coach is involved then the issue will go to the Board. **Coaches are not to be approached with complaints on the pool deck during practice or swim meets. Please set up at time with your group coach or Head Coach via email that can take place outside of practice time or swim meets.**

For all other complaints about the administration of the club or finances, please contact the appropriate board member. If you are not sure of which board member to contact, you can contact our President and she will forward your question on to the appropriate board member.

### **TEAM WITHDRAWAL FORM**

In the event your swimmer will no longer be a member of our program, Nu Wave requires parents to complete a Withdrawal Form to cancel your team membership. The withdrawal form can be found on our website under Additional Information, Documents.