

REGISTRATION PACKET



We are delighted that you are interested in swimming with the City of Olathe Lightning Swim Team. To sign up with the club, you will need to fill out this registration packet.

Use this checklist to expedite registration:

- ✓ Read and understand 2010-11 Explanation of Fees (attached)
- ✓ Print pages 7-10.
- ✓ Complete and sign the Contact, Medical, and Emergency Form (attached)
- ✓ Complete and sign the Dues and Financial Agreement Form (attached)
- ✓ Read and sign the Safe and Positive Environment Policy (attached)
- ✓ Make check payable to "COOL Swim Team"
- ✓ Mail all 3 documents and check to:

**COOL Swim Team
c/o Colleen Jogan
12410 Wedd Street
Overland Park, KS 66213**

**Questions regarding billing may be directed to Jim Erickson at:
jerickson@coolswimteam.com**

We look forward to seeing you at the pool!

COOL Swim Team 2010-2011 Explanation of Fees

The City of Olathe Lightning (COOL) Swim Team is a not for-profit organization run solely by parent volunteers and is self-supporting through membership dues and fundraising. Fees and fundraising efforts go directly towards the team's operating expenses including pool rental, coaches' salaries, travel expenses, equipment, and supplies.

PAYMENT OF FEES

- Monthly fees are invoiced the 20th of each month on Team Unify. Parents will be emailed a link that will take them to their account information. Billing will include any monthly fees and any other fees incurred since the last billing statement such as meet fees, team store purchases, late fees, etc.
- Payment is due by the **15th of each month** and can be paid one of two ways:
 1. Automatic bank debit set up through the team website.
 2. Mail check to the team Treasurer.

Jim Erickson
13622 S. Sycamore
Olathe, KS 66061

DELINQUENT ACCOUNTS

- Account balances are expected to be paid by the 15th of the month. Fees past due will be charged a late fee of \$15.00 per each month they are unpaid.
- Any families with accounts more than 60 days past due will be placed on Inactive Status (which includes not participating in any COOL activities, meets or practices). The family shall be liable for all court costs and attorney's fees incurred in collection of Delinquent Accounts
- All outstanding accounts must be paid in full before a swimmer can be re-registered with the team each quarter. Outstanding balances are subject to legal action if not paid in full.

ADMINISTRATIVE FEE

- The Administrative Fee is a non-refundable annual fee due at the time of registration. These funds help pay for pool rental, coaches' salaries, computer upgrades, mailings, copies, etc.
- Swimmers joining between September 1st – February 29th = \$60
- Swimmers joining between March 1st - May 31st = \$40
- Swimmers joining between June 1st – July 31st = \$20.
- There is a family cap of \$120.

COOL Swim Team 2010-2011 Explanation of Fees

MONTHLY DUES

- A family is responsible for monthly dues throughout the entire quarter when joining at the beginning of the quarter. A family joining after the beginning of the quarter is responsible for monthly dues for the remainder of the quarter.

- The only exceptions to this policy are swimmers who will be participating in high school swimming and swimmers enrolled in the Summer Quarter, which is the only quarter (due to vacations) where swimmers can designate individual months of when they want to swim.

- Monthly dues for each swim group are as follows. Check with the Head Coach if you are unsure which group your swimmer should be enrolled in.
 - **Platinum** = Competitive swimmers age 13 and up.
\$85 a month

 - **Gold** = Novice swimmers 13 years and up.
\$80 a month

 - **Silver** = Advanced competitive swimmers 11-13 years old.
\$75 a month

 - **Bronze** = Competitive swimmers 6-12 years old.
\$70 a month

 - **College Swimmers**
\$50 a month (Administrative Fee waived)

SWIM SCHOOL FEES

- **Level 1** = Beginners
\$45/session

- **Level 2** Advanced Beginners
\$60/session

- **Level 3** =Intermediates
\$60/session

- **Level 4** = Advanced Intermediates
\$60/session

- **Level 5 (Precompetitive)** = Advanced
\$65/month

COOL Swim Team 2010-2011 Explanation of Fees

HIGH SCHOOL SWIMMERS

- Swimmers participating in the high school-sponsored swim season may request seasonal status during the current quarter.
- Requests for seasonal status must be received at the time of registration on either the registration form or by notifying the Treasurer via email.
- Monthly fees will not be charged while a swimmer is inactive. However, invoices will still be sent if account does not have a \$0 balance.
- No refunds or waived fees will be given, even if a swimmer has not attended practice within a particular month, unless the Treasurer is notified as stated above.
- Swimmers may not enter the pool or participate in meets during the month(s) they are inactive.

USA SWIMMING REGISTRATION FEE

- This non-refundable fee establishes the swimmer's amateur status as a competitive swimmer and provides insurance coverage during swim practice sessions and meets.
- Swimmers joining September 1 – March 31: \$52 for the calendar swim year.
- Swimmers joining April 1 – August 31: \$29 for the summer season.
- All swimmers, new and returning, must register or reregister with USA Swimming for the upcoming calendar year at Fall registration.

USA SWIMMING TRANSFER FEE

- The USA mandatory transfer fee of \$6 covers the cost of transferring a membership to COOL from another team. When a swimmer transfers to COOL in the middle of the year, this fee takes the place of the annual \$51 USA registration fee.
- This only applies to swimmers with a current USA swimming membership transferring from another USA-S team.

DISCOUNTS

- If a new swimmer joins the team after the 15th day of the month, the first month's fees will be prorated by 50%.
- There is a multi-swimmer discount for families with more than one swimmer. Additional swimmers in each family will receive a \$5 per month reduction in fees.
- Those families that pay for the entire quarter up front at the beginning of the quarter (September, December, March, or June) in one payment will receive a \$5 month (\$15/quarter) discount per swimmer.

COOL Swim Team 2010-2011 Explanation of Fees

TRIAL WEEK

- A swimmer may practice with COOL for one week, coordinated with the coach, before deciding whether he/she would like to join. If a swimmer chooses to join after the trial week, all completed paperwork and dues should be mailed immediately to :

**COOL Swim Team
c/o Colleen Jogan
12410 Wedd
Overland Park, KS 66213**

FUNDRAISING & VOLUNTEERING OBLIGATIONS

- Each fall the COOL Swim Team holds a fundraising event in the form of a “Swim A Thon”. COOL swimmers will have a \$50 Swim A Thon fundraising obligation with a family cap of \$100. If a swimmer does not raise the minimum amount, the family’s account will be billed for the difference. Every COOL Swimmer in an active status during the month of the Swim A Thon event will be responsible for the \$50 minimum/\$100 family cap.
- COOL hosts 2 meets a year. Because these meets are major fundraisers, all COOL team swimmers are entered to swim in these meets and are expected to participate. If a swimmer cannot attend the meet, the family is still charged meet fees for the weekend.
- All COOL families are expected to volunteer to help run the COOL-hosted meets. Families who choose not to volunteer at a meet will be charged a \$50 fundraising fee.

REFERRALS

- A family will earn a \$25 credit towards their account for every family they refer to the team. When a new family joins the team, they must write down the referring family’s name on the registration form in order for you to receive the credit. This does not apply to Swim School referrals.

SCHOLARSHIPS

- COOL and Missouri Valley Swimming offer a scholarship programs for families encountering financial hardship. Any family interested in the scholarship program may submit a request to the Board in writing or via email, detailing their situation.
- The Board of Directors reserves the right to accept or deny any scholarship request.

COOL Swim Team 2010-2011 Explanation of Fees

MEET FEES

- The Missouri Valley meet entry fee is \$3.50 per individual event. COOL also includes a \$5.00 surcharge per swimmer per meet to cover relay entry fees and coaches' travelling expenses.

- COOL pays the meet entry fees to the hosting team when meet entries are sent prior to the meet. Therefore accounts will be billed whether a swimmer attends the meet or not. Meet entry fees cannot be refunded due to illness or change of plans.

- COOL hosts 2 meets a year. COOL team swimmers are entered to swim in these meets and are expected to participate. If a swimmer cannot attend the meet, the family is still charged meet fees for the weekend.

- There is a \$10.00 concession/hospitality fee for each family for all COOL-hosted meets. These funds provide the concession/hospitality committee the flexibility and monies to facilitate its operations. This saves families the burden of preparing and donating food to provide for concessions/hospitality rooms.

LEAVING THE TEAM

- Fees will not be refunded when a swimmer leaves the team. The exceptions to this policy are based on either of the following conditions:
 1. *Medical problem* - Families requesting a refund because of a medical condition must demonstrate that a swimmer is unable to participate in swimming activities as a result of a diagnosed medical condition. The request must include medical documents that clearly identify that a swimmer is unable to swim or that a certified medical professional recommends the child not swim.

 2. *Family relocation* - Families requesting a refund because of relocation must identify when they expect to leave the area, with area being defined as beyond 30 miles from COOL's practice location.

**City of Olathe Lightning (COOL) Swim Team
CONTACT, MEDICAL AND EMERGENCY INFORMATION
2010-2011**

Swimmer Information

Last Name: _____ Legal First Name: _____ Middle Name: _____
Preferred Name: _____ Birthdate: _____ Age: _____
Home address: _____

Disability:

____ Legally Blind or Visually Impaired
____ Deaf or Hard of Hearing
____ Physical Disability
____ Cognitive Disability

Race & Ethnicity:

____ Black or African American
____ American Indian & Alaska Native
____ Hispanic or Latino
____ Other Race
____ Asian
____ White
____ Native Hawaiian &
Other Pacific Islander

US Citizen? YES NO

Parent/Guardian #1

Name: _____
Home Phone: _____
Work Phone: _____
Cell Phone: _____
Email: _____

Parent/Guardian #2

Name: _____
Home Phone: _____
Work Phone: _____
Cell Phone: _____
Email: _____

(Email is our #1 communication tool. Please list emails that are checked frequently!)

Medical Information

Medical Insurance Carrier: _____ Insurance Phone Number: _____
Primary Care Physician: _____ Phone Number: _____

List any special medical condition that should be considered when making a treatment decision:

List any medications you swimmer is taking and the reason for taking:

In the event that your swimmer is injured or an emergency arises, and neither of the above can be contacted, the following person should be contacted.

Emergency Contact

Name: _____ Phone number: _____

I hereby give permission to the COOL Swim Team, its coaches and officers, to seek emergency medical treatment for the swimmer listed above in the event the coaches or officers of the COOL Swim Team reasonably believe such treatment is necessary.

Signature of Parent: _____ **Date:** _____

For Administrative Use:

1. W. Email _____ 3. USA registration _____ 5. Ref. _____
2. Password _____ 4. W. Call _____ 6. Copy to pool _____

City of Olathe Lightning (COOL) Swim Team Dues Calculation Sheet and Financial Agreement Fall Quarter: September 1 – November 30, 2010

**Please read and initial each area prior to registering your swimmer(s).
All the information below is available to view online.**

- I have read and understand the 2010-2011 Explanation of Fees Document.
- I understand the Annual membership dues and quarterly swim dues payment structure.
- I understand I am responsible for reading the Parent/Swimmer COOL Handbook.
- I understand my monthly payments must be paid by the 15th of the month to avoid a late fee.
- I understand my family's volunteering and fundraising obligations

I plan to pay my quarterly (Sept – Nov) swim dues in monthly installments.
 I plan to pay my quarterly (Sept – Nov) swim dues in one lump sum (\$ 15.00 Discount).

	1 st Swimmer Name:		2 nd Swimmer Name:		3 rd Swimmer Name:	
1. Monthly Dues			\$ 5 A Month Discount		\$ 5 A Month Discount	
	Monthly	Quarter	Monthly	Quarter	Monthly	Quarter
Platinum	\$85	\$240	\$80	\$225	\$80	\$225
Gold	\$80	\$225	\$75	\$210	\$75	\$210
Silver	\$75	\$210	\$70	\$195	\$70	\$195
Bronze	\$70	\$195	\$65	\$180	\$65	\$180
2. Mandatory Administrative Fee	\$60		\$60		-----	
3. Mandatory USA Swimming Fee	\$52		\$52		\$52	
4. Subtotal for each swimmer						
5. Total Due						

Please check the pool at which your swimmer will most likely attend practices this quarter:
 Indian Trail Pioneer Trail

Please check the days of the week your swimmer will most likely attend practice this quarter:
 Monday Tuesday Wednesday Thursday Friday Saturday

How did you hear about City of Olathe Lightning (COOL)?
 School flyer Parade flyer Team website Swim School
 COOL swimmer or family (please name) _____
 Other (please state) _____

High School Swimmers only
 If your swimmer plans to participate in high school swimming this quarter, please check which months he/she will be active with COOL. September October November

The party signing this agreement acknowledges that it creates a legally binding obligation upon submission to COOL and the party signing this agreement shall be legally responsible for all dues, charges, and obligations listed on this form as well as those incurred during the swim season as outlined in the COOL Explanation of Fees document.

Parent Signature: _____ **Date:** _____

City of Olathe Lightning Swim Team Safe and Positive Environment Policy Effective August 1, 2010

In order to make sure swimmers and their parents feel good about their involvement with City of Olathe Lightning Swim Team, COOL has a reporting structure in the event there is a concern about coach behavior, including, but not limited to, sexual abuse.

1. All parents have unlimited access to coaches and the Board of Directors. Contact numbers for each Board member and coach can be found on the Team website. COOL takes all parental complaints and concerns seriously. If any parent – or swimmer – has concerns, they should bring those concerns **immediately** to the Board. This includes concerns over inappropriate behavior of any kind.
2. The Board will investigate all concerns. Depending on the nature of the allegation, the Board may immediately suspend or terminate the coach (or other alleged offending person) and report the incident to the Olathe Police Department for a more thorough investigation. It will also report the incident to Missouri Valley Swimming and USA Swimming for investigation and follow-up. If requested by the parent or swimmer, the Board will keep all identities anonymous.

Reporting Steps

All incidents of alleged misconduct and abuse will be taken seriously and responded to swiftly and appropriately by the COOL Board of Directors. The reporting steps are as follows:

1. Parent or swimmer reports concern to a board member
2. Board member notifies Board President
3. Board President suspends or terminates coach, depending on nature of allegation
4. Board President reports incident to Olathe Police Department for investigation
5. Board President will report incident to Missouri Valley Swimming

Safeguards

In addition, the following safeguards will be taken to ensure a safe and positive environment for COOL swimmers:

- Prior to hire, all coaches and swim instructors will undergo a sexual offender background check by the COOL Board of Directors. As well, all USA Swimming coaches undergo a background screening by USA Swimming prior to certification.
- There are no closed practices for swimmers. Parents are always welcome and encouraged to attend their child's practices.
- Parental permission is required for any filming/videoing of swimmers for stroke analysis. All VHS tapes/DVDs used during video stroke analysis will be erased or destroyed. While not in use, VHS tapes/DVDs will be stored securely.
- COOL is only responsible for the safety and welfare of the children while they are attending practice. Parents/guardians are responsible for the safety and welfare of their swimmers prior to the start of practice and immediately following practice. Please pick up your children after practice in a timely manner.

Our main goal as the Board is to ensure that swimming with Cool is a positive and safe experience for the swimmers and parents. If you have any questions about this policy, please contact a member of the Board of Directors.

All parents should be aware, as well, that COOL expects appropriate behavior from its swimmers towards other swimmers and coaches. Depending on the nature of the conduct, the Board may get involved in investigating inappropriate behavior of swimmers and has the right to discipline the swimmer. Such discipline can include dismissal from the team.

By my signature below, I acknowledge that I have read and understood the COOL Swim Team’s Safe and Positive Environment Policy. I understand that this policy is also available in the team’s online Parent handbook.

Parent Signature

Date

Photo/Video Permission Form

Periodically, photos and/or videos may be taken of COOL swimmers for instructional or promotional use. The team may take photos and post them to the team website or use them in promotional material. The team may take videos, both above and under the water, in order to better instruct swimmers on stroke technique and to illustrate both positive and negative aspects of a swimmer’s stroke or racing skills.

_____ I give the COOL Swim Team permission to take photos and video of my child(ren).

_____ I do NOT give the COOL Swim Team permission to take photos and video of my child(ren).

Parent Signature

Date

Child’s name

Child’s name

Child’s name

Child’s name