



Burlingame Aquatic Club

WELCOME TO THE BURLINGAME AQUATIC CLUB!

Welcome to the BAC family! Our club represents a unique and positive environment that offers excellent training in both swimming and water polo. Led by a dedicated and experienced staff, BAC provides high-quality, year-round competition and training for young people of all ages and abilities.

This handbook will help familiarize you with the Burlingame Aquatic Club and the different age-group programs offered throughout the year.

THE BAC MISSION:

The mission of Burlingame Aquatic Club is to utilize the positive environment of competitive athletics to develop and foster strength of character in children, teens, and adults. All club programs are based upon encouraging and maintaining self-discipline, teamwork, and confidence. Our athletes' ability to consistently perform to their fullest potential is the cornerstone of our success.

WHO'S AT THE HELM?

BAC is operated by two core groups: the Board of Directors, and the Staff. The Board of Directors consists entirely of volunteers who have varying degrees of involvement with club programs. The Staff consists of a Club Director, Head Coaches for each program, a Bookkeeper, and a solid base of Assistant Coaches with expertise in swimming or water polo, and in some cases both. All of these individuals work together on a regular basis to help create the best environment for all of our athletes.

The Board Of Directors:

The BAC Board of Directors plots the course for all club programs and works with the staff to ensure that the resources needed for successful programs are in place. This group of volunteers enacts the policies that govern daily



operations at BAC. Each member of the Board takes on different tasks within specific areas of focus so that the greatest level of guidance and attention can be placed on all club activities. The Board supervises all finances within the club and works to ensure that the organization is fiscally responsible. This group also acts to help the club grow in desired areas such as participation and athletic achievement. The Board maintains BAC's ties to the community and works with the city of Burlingame to generate acknowledgement and resources for all the club undertakes to accomplish.

The BAC Board meets once every month to discuss the progress and goals of all club programs. Board meeting dates, locations, minutes, and agendas are all available by contacting the Club Director. You may also request to see a copy of the club bylaws.

Executive Staff:

Terry Horn – President
Bob Savoie – Treasurer

Members-at-Large:

Ben Anixter
Todd Arris
Anthony Mosse
Tom O'Connor
Tom Pendolino
Paul Stefani
Dave Summa
Ginny Wright

The BAC Staff

The BAC Staff is responsible for the implementation of all daily operations and club activities. They work to ensure that every member of our programs has the resources and support to be their best at all times.

Coaches' Office Phone: (650) 558-2883

Coaches' Office Fax: (650) 558-2882

Club Director

Suze Gardner suze@burlingameaquatics.com

Head Age Group Swim Coach

Christopher Culp chris@burlingameaquatics.com

Head Water Polo Coach

Amy Gardner amy@burlingameaquatics.com

Head Assistant Age Group Swim Coach

Tom Lo tom@burlingameaquatics.com

Bookkeeper

Elizabeth Loar accounting@burlingameaquatics.com

Assistant Coaches' contact information can be located on the BAC website.



CLUB COMMUNICATIONS

The club communicates with its membership primarily through emails. If you do not receive any club emails a few weeks after your family has joined one of our programs, please contact the staff to make sure we have the correct address listed for your athlete(s). We use email for time sensitive communications and we want to make sure we can reach everyone when needed.

The BAC website (www.burlingameaquatics.com) is also a great way to stay up to date on the different events and happenings the club is currently involved in. On the club website you can find:

- BAC Club Event Calendar
- Coaches' Biographies
- Registration Information
- Team Records
- Special Announcements
- Coach Blogs
- Team Gear Ordering Information
- Event Photographs

And much more!

Our staff takes a lot of time working to keep the website current with useful and exciting information. Please check it regularly to make sure that you're not missing out!

We also offer details on team events through the BAC Newsletter, BAC handouts your athlete brings home, and notices posted at the pool. If you are a swim family, check your folder frequently or ask your swimmer if they have received any important information from their coach.

THE ATHLETIC TRIANGLE

To have a successful athletic program, there must be understanding and cooperation among parents, athletes, and coaches. An athlete's progress depends to a great extent on this relationship. Sports psychologists and youth sports professionals call this relationship the "athletic triangle." Each person in this triangular relationship plays an essential role in the success of the athletic endeavor. Therefore, it is important for the parent, athlete, and coach to understand and fulfill their distinctive roles in this relationship in order to achieve the highest possible level of success. The coming together point for the three roles is to create an environment that allows the athlete



"to be the best they can be". To this end, the responsibilities for each player in the athletic triangle are presented below.

ATHLETE RESPONSIBILITIES

Each athlete is responsible for choosing to participate in the sport and for deciding what he or she desires to accomplish. The motivation *"to be the best they can be"* must start with the athlete. In general, the role of the athlete includes:

- Cooperating with the coaching staff at all times.
- Respecting their teammates, coaches, and competitors to contribute to a positive practice and team environment.
- Refraining from all abusive behavior, including verbal, physical, or emotional abuse against any person.
- Respecting all training/competition facilities and equipment.
- Helping to clean-up after all team activities.
- Resolving problems in a respectful manner and talking to the coach about any problems.
- Maintaining the requirements of the practice group.
- Attend all practice and competitions possible and be on-time.
- Following practice and meet guidelines.
- Learning to take responsibility for their performance.
- Eating a well balanced diet by maintaining proper fluid intake and following nutrition guidelines.
- Learning how to set meaningful goals and maintaining a commitment level that is consistent with their goals.
- Communicating with coach and parents.
- Having fun and becoming as good as they want to be.

Practice Guidelines

- Be ready to begin practice at the designated time. Inform the coach before practice starts if you need to be dismissed early from practice.
- Bring proper practice equipment - your coach will provide a list of the equipment appropriate to the group level. Put equipment away after practice.
- Listen attentively to the coach while receiving instructions.
- Perform technique drills and training sets correctly.
- Perform practice sets correctly and at the proper level of effort.



Disciplinary Guidelines

- The use of foul language, drugs and/or alcohol, derogatory statements towards teammates and coaches, uncooperativeness, fighting, disruption during practice, chronic complaining, or any other unsportsmanlike conduct are grounds for immediate dismissal from practice. Parents will be informed as soon as possible after practice.
- Repeated misconduct will result in the dismissal from practice for a period of one week. A conference with the athlete, parent(s), and coach will be arranged before the athlete resumes practice. The Head Coach will be notified thereafter as to the results of the conference.
- If misconduct continues, the athlete will be dismissed from practice for an indefinite period of time. A conference will be arranged with the athlete, parent(s), and the Head Coach. The Head Coach/ Club Director will decide the outcome.

COACH RESPONSIBILITIES

The coaches are aquatic professionals and serve as positive role models. The job of the coach is to provide a program for children that will enable all athletes in their charge *"to be the best they can be."* The coaching staff is responsible for:

- Designing a training program that is appropriate and conducive to the level of every athlete. Each group's practices and objectives are based on sound training principles and are geared to the specific goals of that group.
- Determining the competition schedule and the objectives for each competition.
- Conducting and supervising warm-up procedures for the team.
- Assisting the athlete in setting realistic goals and guiding the athlete towards their goals.
- Evaluating and analyzing practices and competitive performances, and providing necessary instruction and feedback to enhance performance.
- Communicating with the athletes and parents by educating and listening.
- Determining the rules of conduct and disciplinary matters. In all areas of athlete conduct and discipline, at practices and competitions, the coach is the final authority.



- Determining practice group objectives and selection criteria and placing athletes in training groups appropriate to their age and ability.
- Updating and improving the BAC program.

Meeting with Athletes & Parents

The coaching staff is available to meet with any athlete and/or their parents to discuss questions about that athlete's training. Each coach has reasons behind the training regimen within their group(s); they are on hand to share that information upon request. Some of our coaches have regular office hours that are posted on the club website; those are excellent times to meet with the coach. Other coaches can be contacted in advance and meetings can be scheduled at mutually convenient times. During practices the coaches are unavailable to speak about their program or athlete(s).

Training & Competing

The coaching staff makes a commitment to staying abreast of new training techniques, drills, strategies, etc., and is dedicated to incorporating new knowledge into daily practices. BAC works to provide technical training for all coaches in this regard so that cutting edge concepts about their sport can be presented to our athletes.

All coaches are responsible for planning their practice and competition schedule based on what will be of the greatest long term benefit for all athletes. Each day of practice and every competition fits into an overarching goal of athletic development. The coach may create a challenging training schedule in order to achieve specific ultimate goals. Trust the coaches to keep all athletes' best interest in mind with every decision.

PARENT RESPONSIBILITIES

Competitive athletic programs like Burlingame Aquatic Club provide many benefits to young athletes including self-discipline, good sportsmanship, time management skills, and good health. Practice enables participants to be challenged within a safe environment, while competition allows athletes to experience success and to learn how to treat success and failure as two sides of the same coin. As a parent, your role is to provide a stable, loving and supportive environment within which your child can feel that both his/her successes and failures are simply steps along the road to goal achievement. This positive environment will encourage your child to continue his/her participation in athletics. They need to know that your support is unconditional. Show your interest by ensuring your child's



attendance at practices, by coming to competitions, by volunteering to help at home events, and by participating in fundraising and other key parent roles.

Practice Guidelines for Parents

Parents are welcome to remain and watch the practice session. However, please observe practices from the bleachers and keep in mind the following:

- The practice session is a learning situation and the athlete needs to be able to concentrate.
- Please stay clear of the immediate practice area and do not talk to your child during practice.
- Coaches have a plan for every practice and may emphasize some aspects to the exclusion of others.
- Leave the coaching to the coach. Avoid analyzing your child's practice performance or instructing your child. Please leave the stopwatches at home!
- When a coach is in the process of handling practice, please do not interfere. If you wish to speak to the coach, please contact them before or after practice, or via email or telephone.
- Please have your child at practice on time (or earlier) and pick them up 10-15 minutes after the conclusion of practice. However, for the athlete's safety, children should not be dropped off before the arrival of a coach. Talk to the coach in advance about any circumstances that may cause your athlete to be late to practice.

Child Supervision Before Workouts

The coaches are not babysitters; they are professionals hired by BAC to provide all athletes with proper workouts. As such, the coaching staff cannot supervise athletes on deck outside of workout times. If you bring your children to the pool early, please remain with them until their practice begins to help maintain a safe environment. If you need to drop your children off at the pool earlier than their scheduled workout time and cannot remain at the facility with them, please remind them that proper and calm behavior is required. In addition, please make an effort to have your children picked up soon after practices end so as to minimize the chances of an accident or unsafe situation occurring. BAC cannot be held responsible for any accidents or incidents that may occur outside of practices.

Competition Guidelines for Parents

- Please have your child on time for warm-up and any team meeting.
- Leave the coaching to the coach. Offer love and understanding regardless of your child's performance.
- Please try to attend all competitions on the schedule. Notify the coach if your child is unable to attend a competition.
- Talk to your coach if you have any questions about the competition schedule or swim meet entry times.



Resolving Problems with the Coach

One of the traditional team communication gaps is that some parents feel more comfortable discussing their disagreements over coaching philosophy with other parents rather than taking them directly to the coach. Not only is the problem never resolved that way, but often results in new problems being created.

Listed below are some guidelines for a parent raising some difficult issues with a coach:

- Keep in mind that the coach is committed to this sport and has your child's best interest in mind. If you trust that the coach's goals match yours, even though his/her approach may be different, you are more likely to enjoy a good rapport and a constructive dialogue.
- Remember that the coach must balance your perspective of what is best for your child with the needs of the team or a training group that can range in size from 10-30 members. On occasion, an individual child's interest may need to be subordinate to the interests of the group, but the long-term benefits of the entire group compensate for an occasional short-term inconvenience.
- If your child swims for an assistant coach, always discuss the matter first with that coach, following the same guidelines noted above. If the assistant coach cannot satisfactorily resolve your concern ask the head coach to join the dialogue as a third party.
- If another parent uses you as a sounding board for complaints about the coach's performance or policies, encourage the other parent to speak directly to the coach. He/she is the only who can resolve the problem.
- When contacting the coaches, please be considerate. The best way to speak with the coaches is to arrange to meet them after practice. Sending a note to the coach with your swimmer is also a good way to get information to them.

Swim Team Volunteer Requirement

The sport of swimming has many benefits, including the people you and your child will meet. The camaraderie among swimmers is unique, and many swimmers become lifelong friends. BAC wants your child to succeed in our program. Your child's success depends on your support. Supporting your child in swimming can be a very rewarding experience. The more involved you are, the greater the benefits will be and the more connected you will feel. Parent participation is essential to smooth club operation. Without parent volunteers, BAC would not exist. The people who volunteer their time and energy to make BAC an effective organization do so in the belief that they are helping provide a positive activity for young people.

There is a special section on the help that we need from our parent group toward the end of this handbook. Please have a look!



Parent Resources

For further ideas on how you can help your child(ren) succeed in the arena of sports, visit www.positivecoach.org. While this website is a great tool for coaches, it also has excellent resources for parents seeking to become an even stronger positive influence in their children's athletic lives.

WHAT YOU NEED TO KNOW ABOUT BAC SWIMMING

BAC competes as part of the Pacific Swimming LSC, which is part of USA Swimming. You can find out more about either organization by visiting their websites:

www.pacswim.org

www.usaswimming.org

Practice Groups

BAC currently has six major training groups, most of which are also broken into sub-groups for more effective practices. For detailed information on each group please visit the "Training Groups" section of the website under Club Swimming.

Beyond the Pre-Comp group, all swimmers should participate in swim meets. Coaches will alert swimmers when swim meets are posted for entry. Parents must enter the meets for their swimmers when they are posted online at: www.swimconnection.com or by printing out a meet sheet and mailing in the entry card. If you have questions about what events to enter for your swimmer, please ask your coach. Meets fill up early, so we encourage swimmers to enter them as soon as they are posted.

During the week before a swim meet, coaches will work with swimmers to get them ready for the competitions. They will let swimmers know what time to arrive, what to expect at the meet, how to find the coaches and team area, and any other special requirements. They will also work on technical aspects of the races swimmers will swim.

At Swim Meets

When a swimmer gets to a swim meet, he/she must check in at the official check in table first, then go to see the coach. Please arrive to meets at the time the coach requests, so as not to disrupt the coach when he/she is conducting warm up for the other swimmers.



Parents should allow their children as much autonomy as possible at swim meets. Except for entry-level swimmers, parents should not escort their children to the coaching area at a swim meet. Experienced swimmers should report independently to the coach before and after each race.

Time Standards

You'll notice that meets are designated as "B" or "BA+" or Senior level contests, etc. The letters and titles refer to the time standards that are used to place swimmers in terms of how fast they swim. Time standards also limit who is eligible to compete in some meets. As you become a better swimmer your times will improve and you'll find yourself shifting from one standard to another. The time standards are published annually in the Pacific Swim Guide by the LSC (Local Swim Committee): Pacific Swimming. The times are also included as a part of the programs for swim meets.

Please be sure to enter your child's best times at swim meets. Do not enter converted times or no time. Ask your child's coach for an "estimated time" if you do not have a time for the event. Each swimmer should have a logbook of their best times for each event.

Timers Are Needed at All Swim Meets

USA swim meets cannot be run without parents volunteering their time as *timers*. All parents are needed to spend some time helping with this task. By being a *timer*, not only do you get access to hospitality and shaded front row seats, you also have an opportunity to meet different parents from other swim teams. Please report to the BAC coaches before the start of each meet and ask when you can volunteer! There is always a clip board at the coaches table to sign up for timing shifts.

Meet Entries

Meets are entered according to the qualification level (C, B, A, AA etc..) of the swimmers. When BAC attends a meet, we want to make a strong showing, so we expect everyone who is qualified for a meet to attend.

Note that the coaches set the meet schedule with clear intention behind which meets the team attends and does not attend. If your child wants to attend a meet that is not on the BAC competition schedule please check with their coach before entering them in the meet.

Qualifying for a BAC Relay

All relays are made strictly by the coach's decision. Ideally the coach would like to put the four fastest swimmers together for a relay team, but that is not always the case. Components such as attendance, work ethic, attitude, and speed are taken into consideration when forming relays. A faster swimmer may lose a relay spot due to low attendance, poor attitude, or lack of desire, to a swimmer who has shown strong team commitment.



The Night Before The Meet

Here's a brief checklist of what you should have:

- Your team suit.
- BAC swim cap (you get this from your coach).
- Goggles
- Lots of towels (one for every event and one for after warm ups).
- Extra clothing or a sleeping bag to stay warm in between events (especially in winter).
- A water bottle, snacks (no junk food!).
- Sunscreen.
- Extra suit, cap, and goggles.

Awards

After each swim meet the coaches will pick up all awards won by club swimmers. During the following week, all awards will be distributed to the appropriate swimmer by way of the swimmer folders outside the club office. Please be sure to check your swimmer folder regularly to make sure that all awards are received. If you do not have a folder, please let your coach know.

If you believe that you/your swimmer qualifies for a special award: Torch Club, Parka Stars, etc., please contact the coaches – they can then connect you with the current Awards Coordinator. Details about these awards can be found on the club website.

Family Volunteer Hours Commitment

As stated in the Parent section, much of BAC's success is a result of the help the club receives from its many volunteers. BAC has a required volunteer hour commitment for all swim team families. The requirement is in place to help make sure we have the help we need and that the workload is shared across the membership. Your work commitment is crucial to the success of all club activities and also allows parents and supporters to meet other swim team families, get to know team members, and to show active support for all club athletes.

Each swim team *FAMILY* is required to annually work a total of 20 hours in support of BAC. The BAC training cycle begins in August, so we track volunteer hours from August through July. The only exceptions to the requirement are families with only Pre-Comp group participation (no requirement) or only Barracuda group participation (annual requirement of 10 volunteer hours). If a family joins the swim team in the middle of the training cycle we will pro-rate the requirement based on a quarterly average of 5 hours (2.5 for Barracuda).



How We Need Your Help

In order to keep our dues low, we must have fundraising events much like any other non-profit organization. The primary fundraising events are three BAC sponsored swim meets and the annual club lap-a-thon, typically held in late spring. We host our "Spooky Fall Classic" short course meet in late October, a distance meet in mid-January (geared mainly towards swimmers 11 and over), and our long course meet in June.

A major emphasis for the volunteer program is the securing of needed workers for club sponsored swim meets and activities. Whether you are a longstanding or new member, the dues you pay for your swimmer to participate cover only a portion of our expenses. Many volunteers are needed to run BAC sponsored swim meets as well as to keep our swim team running enthusiastically and efficiently throughout the year.

There is a financial option to this plan, although since we need the man-hours we would prefer not to have you take us up on it. Each hour is worth \$15.00; if your family chooses to pay the fee the year's obligation would be \$300.00. If this is your choice, a check for that amount should be submitted as soon as possible. Families who fail to satisfy the 20-hour requirement (or their adjusted requirement based on group participation) will be billed for the hours unfulfilled. ***It is the obligation of each family to keep the tabulators and coordinators informed of the hours that they have worked.*** Hours need to be either logged directly in the Volunteer Logbook by the swimmer folders or emailed directly to the volunteer coordinator.

The positions that we need volunteers for are posted on the "Parents & Volunteering" page of our website. There are a wide variety of jobs that we need help with. Many jobs are meet-related, but there are also a lot of "behind-the-scenes" jobs that help keep the club operating and are important to have filled. Take a look and let us know what you can do! Note that we work on a first-come first-choice system.

If you think of a new job that needs doing, please contact the volunteer coordinator at: volunteers@burlingameaquatics.com.

If you have signed up to do a job (at a meet or otherwise), and find you have to cancel, **you are responsible for finding your own replacement** and notifying the Meet Director or Event Coordinator of your replacement's name and phone number.

Thank you for all your help! Your cooperation is needed and appreciated. Your swimmers will benefit from your energetic participation with the club.



WHAT YOU NEED TO KNOW ABOUT BAC WATER POLO

Water polo is a team sport. Each participant must rely on the commitment of his/her teammates and coaches in order to gain opportunities to improve. Lack of commitment among the team limits what practices can accomplish and also makes competitions difficult. When you are unable to make a practice or competition, be sure to let your coach know ahead of time. If transportation is ever an issue, talk to your coach about which of your teammates will be attending the competition; there is almost always someone willing to give rides when requested.

The coaching staff understands that occasional scheduling conflicts may occur, but also expects each athlete to make a commitment to keeping those conflicts to a minimum through proper planning and time prioritization. When conflicts do arise, be sure to show your respect for your team by communicating. Don't wait until the last minute!

Playing Groups and Team Placement

Some athletes like the extra challenge of playing in an age group above their own. They feel that this gives them added opportunities to learn new skills and to compete with more talented players. If you feel that you are ready to play in an older age group, talk to your coach.

Generally speaking, athletes will not be moved up to an older age group without first demonstrating that the younger group is not competitive or challenging enough. As a result, some moves may take place a few weeks into a season rather than at the beginning, thus allowing each coach to make an accurate assessment of what would be in each athlete's best interest.

Remember that, in an effort to learn new physical skills, some athletes forget that mental skills are just as important. Such athletes want to play with the older players because it seems cooler or tougher. Yet often times such desires leave out the importance of learning how to be a team leader and how to help other athletes. Before asking if you can move up a group, ask yourself if it would be a change strictly for your benefit or for your team's as well.

At Water Polo Games and Tournaments

Much of water polo is played in tournaments, due in large part to pool space being difficult to secure. As a result, teams frequently play up to 3 or 4 games in one day. When attending such a tournament, the most important thing to do is stay comfortable and hydrated. If it's cold outside, make sure you stay warm. If it's hot outside, stay in the shade. Not taking care of yourself will cause you to not play up to your fullest potential and also cause you to not enjoy the day as much as you could.



Tournament Expectations and Tips:

- Get plenty of sleep the night before competitions. As an athlete, one of your main priorities has to be taking care of yourself and putting yourself in the best position to learn and improve. On four hours of sleep not many of us can be in top form!
- Always arrive at least one hour prior to the start of your first scheduled game. This allows you time to stretch, warm-up, and meet with your team to discuss strategy.
- Never leave the pool before checking with your coach about your next game time. Many tournaments follow schedules that fluctuate based on game results; whether you win or lose frequently affects the time of your next game.
- Drink plenty of water and eat healthy snacks. Avoid ingesting lots of sugar, it will zap your energy. Keep in mind that you might play games less than an hour apart; light snacks are always better than greasy, heavy meals like pizza or hot dogs.
- Bring warm clothes. Even in the summertime it can be quite cold on the pool deck, especially in the mornings. Never underestimate the weather! Keep in mind that water polo is played rain or shine.
- Bring extra towels. Nothing is more disheartening on a cold game day than having a wet towel. Remember, health is your top priority!
- If you have to leave a tournament early, always inform your coach. If numbers are tight your absence may affect everyone's ability to compete, in which case everyone deserves to know whether or not they will have further chances to play.

Tournament/Competition Checklist:

- Team Suit & Goggle (if desired for warm-up)
- Team Caps, Dark and White to Match Game Caps
- Lots of Water
- Light Snacks Such as Fruit, Crackers, Energy Bars
- Extra Towels
- Nail Clippers
- Sunscreen
- Warm Clothes

REGISTRATION POLICY/MEMBERSHIP FEES

Registration with BAC is not transferable from one athlete to another. When an athlete registers for a particular program, fees are assessed at that time based on the group/team placement made by the coaching staff.

Swimming

A Membership Fee of \$105 is collected annually for each BAC swimmer. All returning and new families are asked to pay this fee in October. United States Swimming (USS) fees (\$60) are part of the annual BAC fees. This membership fee also provides for secondary insurance coverage and select



team gear. NO SWIMMER MAY BE IN THE POOL WITHOUT CURRENT U.S.S. REGISTRATION. For safety purposes, this rule is absolute and may not be over-ridden by anyone.

Water Polo

BAC Water Polo does not have an annual membership fee. All water polo players are expected to register individually with USA Water Polo via online registration and to have a current membership with USWP throughout the full season they register for. NO WATER POLO PLAYER MAY BE IN THE POOL WITHOUT A CURRENT USWP MEMBERSHIP.

Payment of Fees/Dues

Fees and dues are paid quarterly. Fees for all water polo players must be received prior to participating in any workout. Fees for each swimmer must be received by the first day of a new quarter; invoices are mailed 3 weeks before each quarter for all returning athletes. If payment for any swimmer is not received by the 10th of the first month of the quarter, he/she will not be allowed to swim until payment is received.

For all swimmers with credit card numbers on file, that card will be charged at the beginning of each swim quarter. Anyone wishing to remove their card from our file and to not be automatically billed must contact our bookkeeper at least two weeks before the next quarter begins.

Fees are discounted for families with two or more athletes in the same program (they do not have to be in the same training group). At this time, we cannot offer discounts for family members in separate programs.

Refunds and Prorating

There are no refunds for swimming fees paid. In the event that a swimmer must be out of the pool for four consecutive weeks or longer due to medical reasons, a credit for time lost may be given toward future dues. If a swimmer joins the program after the middle of the quarter, fees are prorated on a half-quarter basis.

Refunds are only issued for water polo fees during the first two weeks of the program so as to allow for a brief trial period. In the event that a refund is requested during such a time, \$60 of the total program fee is non-refundable. Refunds requested later than three weeks into the season cannot be granted. If an athlete is not able to participate in the water polo program due to medical reasons, a credit may be issued for future seasons. Credits are NOT allowed for non-medical reasons.

Donations

Founded in 2000, BAC is a non-profit organization that is financed and supported by the families of BAC members. *The club's non-profit # is 94-3385614 if you are interested in making a donation.*



Thank you for taking the time to review this important information about BAC! We appreciate your participation in the club and hope that we can be of service to you and your family for many years to come!

Acknowledgement of BAC Handbook Policies:

To ensure that all club members and their families are familiar with BAC's policies and member expectations, we kindly ask that each family sign and return this page of the handbook. If you have questions about any of the content in this handbook, please contact the BAC Club Director. Note that only one form needs to be submitted on behalf of each family. Thank you!

Family Name: _____

Parent/Guardian Name(s): _____

Athlete(s) Name(s): _____

Signature of Parent/Guardians:

Signature of Athlete(s):

Date: _____

