



Parent Handbook

Last Update July 2017

Mission Statement

Our mission is to provide a community based swim program built on the foundation of team unity and integrity that inspires swimmers of all ages to achieve their maximum potential through the development of a strong work ethic, positive attitude, and high self-esteem.

Vision Statement

The vision of the Fox Chapel Killer Whales is to provide an opportunity for all swimmers -- from novice to national caliber -- to achieve success. We continually strive to be leaders in our community and in USA Swimming.

Letter from the Board of Directors

Welcome to the Fox Chapel Killer Whales Swimming! We're so pleased you've chosen our club. We are committed to creating a strong swimming experience for children of all ages while at the same time helping them to build lasting friendships.

The Fall/ winter session 2016-17 will be an exciting one because we will be transitioning into the new Fox Chapel High School pool.

As many of you know, swimming is a year-round competitive sport. Great swimmers need both endurance and speed along with technical proficiency and competitive drive. The Killer Whales staff strives every year to provide a positive training environment designed to enhance their skills and optimize their ability to compete.

Each season we provide technical instruction on strokes, starts and turns for all groups. In our younger groups, we will continue to break down different swimming components into daily and week-long segments. In our more advanced groups, we supplement this technical learning with more endurance training. Dry land exercises will continue and are important to overall fitness and swimming improvement.

To get the most out of this important investment, we encourage our athletes to attend practice regularly and participate in as many meets as possible. It is crucial they arrive on time and ready to give the coaching staff their full attention.

Our club depends on strong parent involvement. Except for the coaches, the club is funded and operated on an all-volunteer basis! We invite all parents to volunteer often to ensure that our organization runs as smoothly and efficiently as possible. Volunteer positions include positions such as serving on the Board of Directors, serving as the Meet Manager for our home swim meets, being a volunteer or concessions coordinator. A variety of jobs are also available during meets – from managing the snack bar to timing or place judging. Our success depends on you!

Our website, www.fckw.org, is the club's main communication resource. The site provides team information, practice schedules, contact lists, and weekly updates. All swim meet information is available and meet sign-ups are completed on the site. Our email address is KWwiminfo@gmail.com.

Please refrain from going on to the pool deck to talk with the coaches and swimmers. This is not only a Fox Chapel Killer Whale rule, but it is a USA Swimming regulation.

Thank you,
Fox Chapel Killer Whales Board of Directors

Why Swim?

The USA Swimming age group swimming program is America's largest program of guided fitness activity for children. Age group swimming builds a strong foundation for a lifetime of good health by teaching healthy fitness habits and instilling leadership skills and discipline.

The Organization

The Fox Chapel Killer Whales (KW) is a non-profit, parent-operated competitive swim club registered with Allegheny Mountain Swimming (AMS), a division of USA Swimming. We are also known as Killer Whale Swimming (KW). It is known throughout the area as a first-class, year-round swim program. We offer a guided age-group youth program for children ages 6 and up, from the lessons graduate who is not ready for competition to the most competitive and skilled swimmer. USA Swimming (www.usaswimming.org) is our National Governing Body and sanctions all of the meets we attend. Allegheny Mountain Swimming (AMS) www.amsswim.org is our local governing body.

When a young person becomes a member of Killer Whale Swimming (KW) he or she learns the values of sportsmanship and teamwork. Swimming provides physical, emotional and intellectual skills that will last a lifetime.

The goal of KW is to develop the character traits, technical skills and intense desire necessary for maximum realization of each individual's potential.

Using the Fox Chapel Area High School pool as its main facility, participation in the competitive swim club is for all students. There are three main sessions throughout the year, each with its own emphasis:

- Fall/Winter—Short course Developmental Swimming
- Spring— Long-course Developmental Swimming
- Summer—Long-course Developmental Swimming

The club offers six basic levels of swimming development – Pre-Competitive, Developmental 1, Developmental 2, Developmental 3, Junior and Senior groups to meet the needs of all types of active swimmers. Competitive swimming is explored through USA Swimming Meets throughout the year. We highly encourage swimmers in the competitive groups to participate in swim meets.

The club offers a professional coaching staff led by Head Coach Dan Taylor. While each level has an assigned coach, all coaches are able to work with all levels within the program. Each swimming level is offered a specified number of instructional hours at the pool. While it is not expected that each swimmer attend every practice session, swimmers benefit the most when they take advantage of the practices.

Physical Development

Swimming is considered the ideal activity for developing muscular and skeletal growth by many physicians and pediatricians. Why do doctors like it so much?

- Swimming develops high-quality aerobic endurance, the most important key to physical fitness. In other sports an hour of practice may yield as little as 10 minutes of meaningful exercise. Age group swimming teams use every precious minute of practice time developing fitness and teaching skills.
- Swimming does a better job in proportional muscular development by using all the body's major muscle groups. No other sport does this as well.
- Swimming enhances children's natural flexibility (at a time when they ordinarily begin to lose it) by exercising all of their major joints through a full range of motion.
- Swimming helps develop superior coordination because it requires combinations of complex movements of all parts of the body, enhancing harmonious muscle function, grace, and fluidity of movement.

- Swimming is the most injury-free of all children's sports.
- Swimming is a sport that will bring kids fitness and enjoyment for life. Participants in Masters Swimming programs are still training and racing well into their 80s.

Intellectual Competence

In addition to physical development, children can develop greater intellectual competence by participating in a guided program of physical activity. Learning and using swimming skills engages the thinking processes. As they learn new techniques, children must develop and plan movement sequences. They improve by exploring new ideas. They learn that greater progress results from using their creative talents. Self-expression can be both physical and intellectual. Finally their accomplishments in learning and using new skills contribute to a stronger self image.

Competitive Strokes

The four competitive strokes are freestyle, backstroke, breaststroke and butterfly. Events at swim meets are held in all of the competitive strokes at varying distances depending on the age-group of the swimmer. In addition, there is a combination of the strokes swum by one swimmer called the individual medley (IM). Other swimming events include freestyle and medley relays. In the freestyle relay, the four swimmers each swim freestyle consecutively while four swimmers in a medley relay swim one of the four strokes in the following order: backstroke, breaststroke, butterfly and freestyle.

Killer Whales Skill Groups

The KW Head Coach is responsible for the placement of each swimmer into one of six levels according to their demonstrated swimming competency:



***Pre-Competitive Group (8 and Under):** 2 days per week; two 45minute sessions

*Skill introduction

*Begin to build the foundation for all 4 Competitive strokes

*Learn how to start/finish properly in all four Strokes

*No meet requirement

*Requirements for exit

*Must be able to swim a continuous 100 yd Freestyle

* Must be able to swim a continuous 100 back

*Must be able to complete a continuous 100 Flutter kick

***Developmental I (ages 10 and under) – 3-4 days per week; three 1 hour sessions**

*Skill Acquisition

*Introduction to proper practice procedures

*Attempting all four stroke kicks with and without a board

*Arm cycles coordination and stroke count

*Proper usage of bi-lateral breathing

*Streamline development with proper underwater kicks

*Performance of legal turns and starts

*Introduction of basic stroke drills

*Speed and endurance progression to Developmental II

*Requirements for exit

*Completion of two USA Swimming competitions

*Legal strokes and turns in all four strokes

*Can verbally display knowledge of all 4 strokes and turn rules

*Swim a continuous 200 free with flip turns and bi-lateral breathing

*Swim a 100 IM with legal strokes and turns

*6x50 Free @ 1:05

*6x50 Kick @ 1:20

***Developmental II (ages 9–12)- "B-BB" Meet ready: 4 days per week...1hr swim + dry land**

* Skill Development

* Introduction to Interval swimming and kicking

* Stroke Rate development

* Develop under water swimming on starts and turns

* Learn a variety of stroke drills

* Athletic development through basic dry land movements

*Requirements for exit

*3 USA Swimming meets

- *4 Age Group "B" times
- *10x50 @ :55 freestyle maintaining turns and technique
- *10x50 @ 1:10 kick
- *200 IM with all appropriate skills completed under 3:15
- *15 meters streamline kicking under water
- *Knowledge of meet protocol, and all rules pertaining to IM, relay, and fly over start.
- *Show good sportsmanship

***Developmental III** (ages 10–14) - "BB-A" Meet ready: 5-6 days per week, 1:15 swim + Dry land

* Skill Refinement

- *Continued development of interval kicking
- *Continued development of stroke drills
- *Maintain technique through practice sets and competition
- *Learn to effectively use training equipment (snorkels, paddles, fins)
- *Develop core body strength; increase flexibility and fitness through dry land activities
- *Increase speed and endurance
 - * Requirements for exit
 - *4 USA Swimming meets
 - *4 Age Group "BB" times
 - *10x50 @ 1:05 flutter kick
 - *10x100 @ 1:40 freestyle
 - *Skills maintained through the 400 IM
 - *20 yards under water kicking from a dive
 - *Knowledge of all swimming races
 - *Demonstrates good sportsmanship

*** Junior Training Group** (ages 11 – 15) "A" Meet ready: 6 days per week, 1:30 swim + dry land

*Performance Building

- * Maintain technique through training sets and competition
- * Implement all skills during competition
- * Utilize equipment to build technique and speed
- * Develop upper body strength, continued development of core strength flexibility and fitness through dry land program
- * Increased speed and endurance, progression to gold

* Requirements for exit

- * 5 USA Swimming meets
- * 4 Age Group "A" times
- * 10*100@2:00 flutter kick
- * 8*200 @ 3:00 IM
- * Skills maintained in all 200 stroke races
- * Assist younger teammates
- * Show leadership qualities
- * Knowledge of progression in competition levels

Senior Training Group (ages 13 and older) – "A" Level Competition; 6 days per week, 2hr swim + dry land

- * Performance Refinement
- * Progression toward national level competitions
- * Continued development of speed and endurance

- through specialized training.
- * Maintain technique through training sets and competition
- * Additional training equipment utilization
- * Development of strength and endurance through structured dry land program
- * Meets as per coach recommendation
- * Positive role models for all young athletes
- * Take an active role in club development
- * Show leadership
- * Show good sportsmanship

Killer Whale Age Groups

Swimming meets are entered by age group. Killer Whale swimmers compete in USA Swimming-seeded meets. For these meets, a competitor's age group depends on his or her age as of the day the meet they are swimming in starts. The youngest starting age is 6 years old. The age classifications are as follows:

8 years and under/9-10 years/11-12 years/13-14 years/Senior

Sessions

There are three sessions per swimming year: fall/winter, spring, and summer. The main session is fall/winter, in which all meets are held in 25 yd pools. This session is called the Short Course (SCY) season. Spring and summer meets are held in 50 meter pools, often outdoors. This is known as the Long Course (LCM) season.

Fall/Winter

Instruction: This session encompasses all aspects of competitive swimming. (Short Course 25-yard pool)

Length: Typically begins mid-September and ends early to mid March.

Times: Practice will take place late afternoon and evening. Mid-fall/winter practice is sometimes shifted to different hours to accommodate the high school swim team practices and meets.

Meets: Coaches encourage all swimmers to enter the many types of USA Swimming meets offered during these months. The meet schedule is posted on the www.fckw.org web site under the Meets/events tab, located along the top ribbon of our homepage

Spring

Instruction: This session begins the Long Course season and emphasis is placed on stroke and endurance for the 50 meter competitions.

Length: Begins in early April and ends in late May.

Times: Practice times are scheduled for late afternoon and evening.



Practices are usually held in the Fox Chapel High School pool (25 yds) though competitions are held in 50 meter pools.

Meets: USA Swimming meets are encouraged but not emphasized. There are fewer meets offered in this season than the Fall/winter season.

Summer

Instruction: Long-course (50-meter pool) swimming is emphasized. Senior and Junior groups will practice at Olympic Swim and Health Club (Penn Hills) for some of the practices. Younger groups will practice at the Fox Chapel High School pool.

Length: Starts May/June and ends early August.

Times: Olympic Swim and Health club site practices are early mornings (6 a.m.) for Junior and Senior groups. Fox Chapel Area High School pool practices are held in the mornings.

Meets: Long-course USA Swimming meet entries are encouraged.

Practice Protocol

Important: For the Killer Whales to maintain a good relationship with the High School we ask all swimmers and their families to please enter the school through the doors located by the Fox statue. We are guests of all pool facilities we use and are obligated to respect the facility and any rules set forth by the facility.

In order that practice is run as efficiently as possible, we ask that you please:

- Use the restroom before the workout.
- WALK when on deck, in locker rooms, and hallways.
- Shoulder length hair must be tied back into a pony tail.
- Throw out any gum or candy before entering the pool area.
- Remove band aids and/or jewelry before entering the pool.
- Never hold onto other swimmers while in the water.
- NO DECK CHANGING - Change into and out of swimsuits in the locker room, not on deck. This is a USA Swimming regulation and is strictly enforced!!

Parent Observation

The coach's job is to motivate and provide constructive feedback about the swimmer's performance. It is the parents' job to supply the love, recognition and encouragement necessary to make the child work harder in practice, which in turn gives him or her confidence to perform well in competition.

- You are invited and to observe the Killer Whales practice.
- Parents and siblings are asked to **remain in the stands** during practice. Please do not allow siblings who are observing practice to stand, jump or crawl on the bleachers.
- Please remember to check the website and your email regularly. This is the Club's main communication resource. Through these, you will receive team information, practice schedules, contact lists and weekly updates. All swim meet information is available and meet sign-ups are completed on the site.
- Check the bulletin board for news about additional KW activities.
- Please check lost and found for any misplaced items.

Locker Rooms

Locker rooms are provided for showering and changing. Please encourage your swimmer to keep them clean and tidy. We recommend you do not leave items in the locker room during practice. Fox Chapel Area School District is not responsible for items left in the locker room.

Showers

When the workout is complete, it is recommended that all swimmers rinse off with soap to get the chlorine off their skin and to prevent dryness.

Locker Room and Shower Monitoring

Killer Whales has staggered practices, with different groups arriving and departing throughout the day. It is therefore not practical to constantly monitor locker rooms and changing areas over this extended course of time. While we do not post staff or coach, inside or at the doors of the locker rooms and changing areas, we do make occasional sweeps of these areas. Coaches will conduct these sweeps, with women checking on female locker rooms, and men checking on male locker rooms.

CELL PHONES AND OTHER MOBILE RECORDING DEVICES

Cell phones and other mobile devices with recording capabilities, including voice recording, still cameras and video cameras increase the risk for different forms of misconduct in locker rooms and changing areas. The USA Swimming Athlete Protection Policies prohibit the use of such devices in the locker room or other changing area:

305.3 Use of audio or visual recording devices, including a cell phone camera, is not allowed in changing areas, rest rooms or locker rooms.

For a complete description of the Killer Whale Locker Room Policy and The Killer Whale Photography Policy please visit the Safe Sport Tab on our website: www.fckw.org.

Start of Workout

We make every effort to start each workout on time. For safety's sake, if your swimmer arrives early, he or she should sit on the bleachers until the workout begins.

Chlorine Maintenance

Chlorine is a chemical used to kill bacteria in swimming pools. When chlorine is properly regulated, the level ranges from 1.5 and 2.5 with a pH between 7.3 and 7.5. If the air smells like chlorine, something is wrong. That acrid smell we sometimes associate with chlorine is usually an ammonia- type compound. The cause of this odor is known as chloramines or combined chlorine. Chloramines occur when free chlorine combines with ammonia and other nitrogen compounds. This combining process can be accelerated by perspiration, urine, saliva, body oils, lotions and some shampoos, soaps, fertilizers, and many industrial or household cleaners. We can reduce the risk of chloramines by encouraging our swimmers to shower before entering the pool. Every attempt will be made to keep air flowing around the pool by opening windows or doors.

Private Instruction

Private lessons may be available upon request. The coach may also inform the parent that the swimmer might benefit from some individualized small group or private instruction. These are scheduled at non-practice times and are set up on an individual basis. Private lessons are an additional expense.

Meets

All swimmers, regardless of ability, are encouraged to swim in meets. Meets for the season can be located on our website by clicking on the Meets/events tab. Allegheny Mountain Swimming clubs host the following types of meets:

- Swimmer must have swum a time faster than the minimum time
- Swimmer must have swum a time slower than the maximum time
- Open meets, which are open to any swimmer
- Meets generally include a morning and afternoon session. Ages and genders are assigned by the host team. Warm ups start one hour before the start of the meet in two half-hour sessions. Teams will be assigned lanes and times by the host team. Be sure to check the website for warm-up times and more details.
- For explanations about the meet eligibility letter code (B, BB, A, AA, AAA, AAAA) please refer to the "Whales University" dropdown under the "Resources" tab on our homepage.

Meet Sign Up

Go to the website and select Meets/Event" tab. Read through the description of the meet you are interested in to make sure it is a meet suitable for your swimmer and indicate whether you plan to participate in the meet by declaring your swimmer's commitment online. Each swimmer will need to have the family swimming account and password to sign up for the meet. The calendar and event tabs list all meets for the current season. If you are not sure if a certain meet is appropriate for your swimmer, please ask your swimmer's coach.

Parents' Special Note

The pool area is usually very warm so you need to dress appropriately. Nothing is worse than being hot at a swim meet. It makes the time pass very slowly! Many of the local swim clubs do not have enough seating. We recommend you bring folding chairs to set up in the cafeterias or gymnasiums to increase your comfort.





Suits

Swimsuits worn for all 12 and under age group defined competition shall not cover the neck; extend past the shoulder, nor past the knee. Swimsuits worn for competition must be non-transparent. The referee shall have the authority to bar offenders from the competition until they comply with the rule. Exceptions may be granted for religious beliefs or a medical condition requiring more of the swimmer's body to be covered.

Although swimmers may practice in more than one swimsuit, only one suit is allowed during competition.

Basic Swimming Rules

Starts

Any swimmer starting before the starting signal is sounded will be disqualified. If the false start is a reaction to the starter's "stand-up" command then the swimmer will not be disqualified.

Turns and finishes

Freestyle -- any stroke style may be used, any kick style may be used, "any" part of the body may touch the wall.

Backstroke -- any stroke style may be used, any kick style may be used, "any" part of the body may touch the wall at a turn and finish. Swimmers must be on their back during the swim except for turns. The swimmer may turn over onto the breast while executing the turn if the turning motion is continuous. The swimmer must be on his or her back at the finish.



Breaststroke and Butterfly:

- Swimmers must swim on the breast.
- Swimmers must touch the wall with both hands simultaneously.
- A swimmer may not freestyle kick in either breaststroke or butterfly.
- All arm and leg movements must be simultaneous.

Volunteering

The Killer Whales Swimming depends on volunteers! We can't run the club without volunteers. That's why we've developed a VIF or volunteer incentive fee to provide an incentive for parents and family members to participate on many levels. Some of the volunteer jobs include:

- Serving on the KW board of directors
- Participating as a committee head or serving on committees
- Volunteering as stroke and turn judges
- Filling specific jobs at home swim meets
- Donating items for sale at the home swim meets.

We typically host one to two home swim meets during the fall/winter session.

All families are assessed a Volunteer Incentive Fee (VIF) at the sign up for the fall/winter session. This fee is returned upon the completion of the session and the completion of volunteer hours. A prorated fee is returned for partial completion of volunteer hours. The fee is kept by the club if no volunteer hours are completed. There is no VIF for Spring and/or Summer sessions.

Our goal is to return all the fees collected at the registration. Volunteers are asked to sign up for their volunteer hours at registration. Parents are asked to sign up for their volunteer hours at registration, but, please note that because a variety of meet types is needed to give every swimmer a chance to compete at his or her level, our home meets will not be open to swimmers of all ages and speeds. Please volunteer to help or donate concession items even if your child is not eligible for the home meets.

Below are the descriptions and responsibilities of the key volunteer jobs available. **One of the volunteer shares needs to be work conducted in person:**

Marshals – Marshals act as safety patrol for the pool deck. There will be a brief Marshals meeting prior to the start of warm-ups. Marshals are asked to wear an orange vest (on the table by the stairs to the deck) so the officials will know you've been deputized. Warm ups cannot start until all the Marshalls are present so your prompt arrival is VERY important.

Timers – Timers provide back-up to the automated timing system. They will have a lane clip board, timer badge, stop watch, pencil and lane partner. After checking in, please stay on the deck so the officials can find you. There will be a brief Timers meeting prior to the start of the meet. The Timers meeting will be announced by the official and is usually held in the hallway outside the pool entrance

Place Judges – Place judges report the order swimmers finish each race. They will sit at the end of the pool and need a clipboard, place sheets, stop watch and pencil. Plan to attend the Timers meeting.

Runners – Runners collect timer sheets and post printed results. The Meet Director will give you your assignments.

Concessions, Heat Sheet & Raffle Sales – Additional volunteer jobs are available to those interested in operating the concession stand, distributing heat sheets or leading the raffle sales.

Ribbon Table – Volunteers are also needed to affix labels on the awards for each race. This table is set up in the cafeteria.

All volunteers on the pool deck must have a badge noting their responsibility so it is clear to the officials that you are permitted on the pool deck. The badges can be obtained at the Volunteer sign in table near the stairs by the



pool office. Also located there will be the other items you need to complete your responsibilities. **Please remember to sign the Volunteer Sign-in log located on the table whenever you volunteer so that you can receive the proper credit for volunteering.**

Stroke and Turn Judging

If you want to take your volunteer efforts to the next level, consider becoming a USA Swimming Stroke and Turn (S&T) Official. S&T officials are volunteers who have received special training from AMS, the USA Swimming Local Swimming Committee (LSC) of which our club is a member. The training involves a minimum of six sessions of on-deck “shadowing” with certified officials and a written examination. Those volunteers who have successfully completed the training are then certified to officiate at USA Swimming sanctioned meets.

You do not need to have been a competitive swimmer yourself to become an official. Officials may work at meets where their children are swimming. Many find the opportunity to be on deck and close to the action fun and rewarding. Our officials strive to provide safe, fair meets, enforce the rules of USA Swimming in a professional and unbiased way, and help our children to become better swimmers and citizens. For more information, go to <http://www.amswim.org/officials/forms.php>. For more information about becoming an S&T Official email fckillerwhales@gmail.com.

Times

Registration with KW automatically registers swimmers with USA Swimming. One function of USA Swimming is to track and record all swimmers times in its sanctioned meets. These times can be accessed at the www.usaswimming.org. Go to “Times and Teams” at the top menu, then “Times Search,” then “Individual Time Search.” Time Standards can be found under “Time Standards,” then “Age Group Time Standards.” Be sure to check back often as the times listing may be a few meets behind.

Delays

The KW practice schedule follows that of the Fox Chapel Area School District. In the event of a cancellation, please check the practice schedule on our website at www.fckw.org. We will also make every effort to contact you via email for practice changes or cancellations.

Code of Conduct

All KW swimmers must follow our code of conduct to protect their safety and to ensure that all practices and meets run smoothly. Swimmers and their parents who travel for team meets are required to sign a code of conduct and consent form. The purpose of this code is to promote the best possible individual, team, and program responsibility which supports the development of first class citizens at all times. All participating team members will abide by the following:

1. Curfews at team travel events, as a member of KW or USA Swimming sponsored event and at all related activities will be obeyed. Extension will only be granted by the Head Coach. Curfew is not enforced if participant is with parents.
2. Male and female swimmers may not be in each other's room on any team trip unless supervised/approved by designated Club official/trip chaperon.
3. Use of alcoholic beverages is unacceptable at any time on any team trip.
4. Use of drugs other than those prescribed by your physician is unacceptable at any time during the year.
5. Smoking is unacceptable at any time during the year.
6. Disrespectful, indiscreet or destructive behavior will not be tolerated. It is the responsibility of each swimmer to make every effort to avoid guilt by association with such activities at any time during the year.
7. All participants and their parents have a responsibility to do their best to ensure that this Code of Conduct is adhered to and to help ensure the safety of these program participants.
8. Physical or verbal harassment is prohibited.
9. All pool and pool facility rules will be followed at practices and at events/meets.
10. Use of inappropriate language is prohibited.
11. Damage caused by a team member to anyone's property is the financial responsibility of the team member who caused the damage, and his/her parent/guardian.
12. Code of Conduct problems encountered will be reported by me, to the coach and my parent/guardian immediately upon the incident occurrence.
13. The use of social media to criticize a fellow teammate, a coach or the club is strictly prohibited.

At the discretion of the Head Coach any one or all of the following penalties will be applied to those who violate the Code of Conduct rules:

1. Swimmer may be scratched from the meet.
2. Swimmer may be sent home immediately from practice or meet at his own expense and if there is extra expense it will be swimmer's responsibility.



Plan for a Safe and Positive Environment

All Fox Chapel Killer Whales Coaches are required to follow the Ethical Behaviors and Guidelines outlined in the American Swimming Coaches Association Handbook at www.usaswimming.org.

The Fox Chapel Killer Whales Board of Directors will verify that all coaching staff have completed the USA Swimming's background screening program and have current credentials. If a coach fails to maintain his or her certifications, he or she will not be permitted on the deck until certifications are up to date.

Please e-mail all concerns or reports of unethical behavior by any Fox Chapel Killer Whale staff or board member to KWwiminfo@gmail.com. The Plan for a Safe and Positive Environment will be reviewed at meetings for athletes, parents, and coaches during the preseason.

3. Swimmer may be suspended from the team until the swimmer and parents have had a conference with the Head Coach and appropriate disciplinary actions have been implemented.
4. Violation will result in the swimmer being suspended from ALL team trips for the remainder of the swim year and/or a specific period determined by the Head Coach.

Membership in Fox Chapel Kill Whales is subject to termination for the reasons set forth in the KW Bylaws, which may be modified from time to time.

Travel Policy

Team Travel is defined as overnight travel to a swim meet or other team activity that is planned and supervised by KW.

The Killer Whale Travel Policy is in accordance with the USA Swimming Safe Sport Team Travel Policy and can be found under the Safe Sport tab on our website, www.fckw.org.

Payment Policy

In consideration of KW's admission of their children into its swimming program, parents agree to the following terms of payment upon registration:

1. All fees and charges applicable to KW members (based on their level of membership), including but not necessarily limited to KW team registration fees, USA Swimming registration fees, volunteer incentive fee (VIF), Fundraising Incentive Fee (FIF), meet fees, administrative fees, and team wear charges, shall be due and paid in full at the time of registration. (A schedule of fees will be posted by the KW Board and will be revised from time to time by Board action.)
2. At the time of registration, all balances owed from prior sessions must be paid in full.
3. KW fees and charges are non-refundable.
4. KW will not register a swimmer to participate in any meet if the swimmer's account is overdue in any respect.
5. Continued failure for a period of thirty (30) days or more to pay all fees and charges will result in the complete termination of membership without any refund of amounts previously paid and without the opportunity to register your child with KW in the future.
6. In addition to any other fees, each member will be required to engage in fundraising activities for the club. If a family fails to participate in the fundraising activities, a \$100.00 fee will be charged to the family's account.

No exception shall be granted from this policy except by written action of the KW Board.

Represent



Fundraising

We are a parent-funded organization. Our goal is to balance the need for fundraising without being overly burdensome. The revenue collected goes toward expenses such as coach staffing, pool rental and necessary equipment. We encourage the swimmers to participate in the fundraising activities. If a family chooses to opt out of the fundraising activity for the year, they may pay a \$100.00 fundraising fee instead.

Bullying

As all KW members are registered USA Swimming members, KW members are bound by USA Swimming's rule (304.3.7) regarding bullying as follows:

"The USA Swimming Code of Conduct defines bullying in 304.3.7. Bullying is the severe or repeated use by one or more USA Swimming members of oral, written, electronic or other technological expression, image, sound, data or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination thereof, directed at any other member that to a reasonably objective person has the effect of:

- i. Causing physical or emotional harm to the other member or damage to the other member's property;*
- ii. Placing the other member in reasonable fear of harm to himself/herself or of damage to his/her property;*
- iii. Creating a hostile environment for the other member at any USA Swimming activity;*
- iv. Infringing on the rights of the other member at any USA Swimming activity; or*
- v. Materially and substantially disrupting the training process or the orderly operation of any USA Swimming activity (which for the purposes of this section shall include, without limitation, practices, workouts and other events of the member club or LSC).*

Complaints under this rule would follow the Safe Sport Reporting Procedure as outlined in the Killer Whale Action Plan to Address Bullying found under the Safe Sport Tab on our website, www.fckw.org

Electronic Communication

USA Swimming clubs are required to implement an electronic communication policy. The Killer Whale Electronic Communication Policy can be found under the Safe Sport tab on our website, www.fckw.org