



## **PIRANHAS SWIM CLUB OF FORT SASKATCHEWAN**

### **POLICIES & PROCEDURES**

**Approved: 30<sup>th</sup> of July 2012**  
**Ratifications adopted: February 19, 2019**

## Table of Contents

<b>Club Philosophy</b> .....	<b>3</b>
Excerpt from Bylaws.....	3
<b>Policy #1 Coaches Positions</b> .....	<b>3</b>
<b>Policy #2 Composition of Board of Directors</b> .....	<b>3</b>
<b>Policy #3 Team Colors</b> .....	<b>3</b>
<b>Policy #4 Swim Team Programs</b> .....	<b>3</b>
<b>Policy #5 Trial Period</b> .....	<b>4</b>
<b>Policy #6 New Swimmers Qualifications Positions</b> .....	<b>4</b>
Section 6.1 Specials Needs Swimmers .....	5
Section 6.2 Masters Swimmers.....	5
Section 6.3 Aged Out Swimmers and Coach Swimmers.....	5
<b>Policy #7 Registering with ASSA</b> .....	<b>5</b>
<b>Policy #8 Withdrawal Fees</b> .....	<b>6</b>
<b>Policy #9 Swim Club Fees</b> .....	<b>6</b>
Section 9.1 Movement from Minnows to Regular Program part-way through Season....	7
Section 9.2 Fundraising Fees .....	7
Section 9.3 Swim Meet Commitment Cheque .....	7
Section 9.4 Fees for e-transfers.....	7
<b>Policy #10 Competitive Summer AM Swimming Sessions</b> .....	<b>7</b>
Section 10.1 Competitive Summer AM Swimming Fees .....	8
Section 10.2 Competitive Summer AM Swimming Withdrawal Prior to 1 <sup>st</sup> Monday in June.....	8
Section 10.3 Competitive Summer AM Swimming Withdrawal After 1 <sup>st</sup> Monday in June .....	8
<b>Policy #11 Swim Meets</b> .....	<b>8</b>
Section 11.1 Relay Teams .....	8
<b>Policy #12 Regional &amp; Provincial Swim Meets Schedule</b> .....	<b>8</b>
Section 12.1 Swim Week between the Regional and Provincial Swim Meets .....	9
<b>Policy #13 Hazing</b> .....	<b>9</b>
<b>Policy #14 Discipline and Complaints</b> .....	<b>9</b>
<b>Policy #15 Appeals Process</b> .....	<b>9</b>
<b>Policy #16 Conflict of Interest</b> .....	<b>10</b>
<b>Policy #17 Coaches Choice Awards</b> .....	<b>10</b>
<b>Policy #18 Most Improved Swimmer Awards</b> .....	<b>11</b>

## Fort Saskatchewan Piranhas Policies

### CLUB PHILOSOPHY

*The Piranhas Swim Club of Fort Saskatchewan is a competitive swim club committed to providing an opportunity in a friendly environment for children who wish to pursue improved physical fitness, to sharpen their swimming skills, to experience competing in local Region C swim meets, Regionals and the Alberta Summer Swimming Provincials. Our club is primarily geared to children, ages 4-18. We believe in the concept of setting and realizing the personal goals of each individual swimmer, but we also strongly incorporate a team spirit of positive attitudes, respect and responsibility. Our club values involvement in all club activities including: training, competition, social events and fundraising. All our club members, volunteers and coaching staff, as outlined in our Code of Conduct, support these values.*

#### Excerpt from the Bylaws:

*The executive shall have full control and management of the affairs of the Club.*

*The Piranhas Swim Club executive will create policies to aid in the management and control of the swim club from year to year. These policies will remain in effect unless modified by executive decision. The policies will be kept in an organized manner for all to refer to. Policies amended/adopted/ratified on this 30<sup>th</sup> day of July 2012, make null and void any other policies that may have been accepted at past executive or general meetings.*

#### Policy #1

**Ratified: February 3, 2015**

**Coaches Positions:** A Hiring Committee, consisting of the President, Vice President or Secretary, will fill the coaching positions for the following season. Should one of these board members be unavailable during the process the President will select an alternate board member. Coaching positions will be hired at the discretion of the hiring committee.

#### Policy #2

**Adopted: May 8, 2013**

**Composition of Board of Directors:** All Piranhas Board of Directors must be of the age of majority in the Province of Alberta. One individual may not hold more than one executive position. A small group based on family relations must not hold control of the group. Immediate family members with the same surname may not hold Executive Positions. Executive Positions may not have the same residential address and/or the same residential phone number. The intent of this policy is to maintain arms-length composition within the elected Board of the Club and to assist in fairness and equity in Club operations while maintaining compliance with Club By-Laws. This will also facilitate with Alberta Family and Liquor Commission guidelines for Elected Executive (Form Reg/Gam 5471).

#### Policy #3

**Team Colors:** The Piranhas team colors are blue and yellow. All team paraphernalia (swimsuits, shirts, swim caps, banners, etc) will comply with the team colors whenever possible.

#### Policy #4

**Ratified February 3, 2015**

**Swim Team Programs:** The Piranhas Swim Club offers 3 levels to register in: The Minnows, The Regular, and The Enhanced Competitive Summer AM Sessions.

## Piranhas Swim Club of Fort Saskatchewan Policies and Procedures

### **The Minnows Program:**

**Minnows** is a squad of swimmers designed for the young and new swimmer, ages 8 or younger by May 1<sup>st</sup> of the swim season, to develop a love and comfort of the pool. These Minnows swim half of every evening swim practice offered.

NOTE: The number of Minnow registrations accepted each year, will be determined by the Executive and in consultation with the Piranhas Coaches.

The club will cover the cost for all Minnows to swim in the Piranhas Swim Meet and 2 additional Region C Swim meets, not including the Regional Swim Meet, which is at the financial expense of the swimmer. If a Minnow completes 3 meets and wishes to participate in more Region C Swim Meets, they are eligible, provided that they pay the Meet Registration Fee to the Club prior to the cut-off date for the additional Meets.

\*Special Note to Movement from Minnows to Regular Program part-way through Season: At any point during the Swim season, a Minnow may elect to move into the Regular Piranhas Program, with the condition that both the Minnow's Coach and the Head Coach agree the swimmer is capable of the move. This decision is at the full discretion of the coaches and the Head Coach will have the final say. Refer to Section #9.1 as to Registration Fees for Movement.

**The Regular Piranhas Program:** This program is what all other swimmers register for at the time of Registration. It includes all evening swims offered from May 1<sup>st</sup> and up to and not including the Regional Swim Meet in August. The club will cover the cost for these swimmers to swim in a set amount of Region C Swim Meets, not including the Regional Swim Meet. (See Section 11 & 12 for more info on Swim Meets).

**The Competitive Summer AM Program:** The purpose of these sessions is to provide additional training to swimmers who are seeking further opportunity to train, and who show a passion and commitment for competitive swimming with a higher level of expectation. For example, these swimmers will typically be training to qualify for Provincials. If the swimmer is not ready for this higher level of training, the club would prefer that swimmer not to register. This program is not offered to Minnows.

Please refer to Section 10 for registration info on this program.

### **Policy #5 Ratified July 6, 2016**

**Trial Period:** The club will provide a trial period for all swimmers. The trial period will be the first two weeks from the start of the season. If a swimmer wishes to withdraw from the club at the end of their trial period all registration monies will be returned promptly, less the \$75 Administrative Fee. Fundraising Fees will not be reimbursed for completed fundraisers. It is the responsibility of the parents/guardian to inform in writing the registrar that they wish to withdraw by the end of the trial period. Withdrawing after these trial periods will result in a charge according to the prorated fees schedule outline in Policy #8.

### **Policy #6 Ratified July 6, 2016**

**New Swimmers Qualifications: FOR SAFETY REASONS** it is recommended that all swimmers be able to swim 25m of the pool at the start of the Swimming season. The Coaching staff will use the first 2 weeks (see Policy #5) to evaluate the ability of the swimmer to assess that they are fit to continue on with the current season in which they are registered. At the end of the two week trial period, if the swimmer is struggling with the 25 meter length, the coaching staff, in advisory to the Executive, shall meet with the parents/guardians to decide if the swimmer is safe to continue. If the club decides the

## Piranhas Swim Club of Fort Saskatchewan Policies and Procedures

swimmer does not meet the criteria and is withdrawn all Registration Fees will be reimbursed, minus the \$75 administration fee. Fundraising Fees will not be reimbursed for completed fundraisers.

### **Section #6.1**

**Specials Needs Swimmers:** This includes all functional, visual, intellectual disabilities, and acute or chronic health issues. This also pertains to designated Para Swimmers or to children who require an Aid to enable them to partake and engage in our Swimming Program. All known disabilities and health issues must be disclosed at time of registration. Safety is our first concern for all swimmers. Acceptance of Special Needs and Para Swimmers, is at the discretion of the Executive Board Members and Coaching staff. Each case is considered on an individual basis. Should the club accept a registration for a Special Needs/Para Swimmer, it will be the responsibility of the parents/guardians to provide the necessary AIDS, implement devices, medications and medical plan, that will facilitate this child's success. It is encouraged if not required for the swimmer to have a parent or guardian present at all times. The safety of all swimmers, is a consideration in the decision making process for accepting a special needs registration.

If our club is unable to accept a Special Needs Swimmer, they may find the Swimming Canada "Find a Swim Club for your Swimmer with Disabilities" link helpful: (accessed on February 3, 2012) <https://www.swimming.ca/seeyourselfswimming/findaswimclub.html>

### **Section #6.2 Ratified: February 24, 2019**

**Masters Swimmers:** Due to limited lane and coaching availability the Piranhas Swim Club will only offer affiliation to master swimmers. Master swimmers will be responsible for paying the current ASSA registration fees as well as the current meet coaching fee determined by the executive each season. All master swimmers must show race competency by having a coach and stroke and turn review and approve their stroke and distance before they are able to register in that race at a meet. They can request to demonstrate strokes on Fridays for 15 minutes at the end of the training session. A lane will be designated for them to swim the race alone. All master swimmers will be required to present the club with a criminal record check and a signed copy of the master swimmer code of conduct before they will be allowed to enter any meets. Master swimmers will be expected to volunteer at our home meet for at least half of the day. Master swimmers that are currently coaching and in good standing with the Piranhas are exempt from the meet coaching fee.

### **Section #6.3 Ratified: February 19, 2019**

**Aged out Swimmers and Coach Swimmers:** The Piranhas Swim Club will be offering aged out swimmers who are between the ages of eighteen to twenty one the opportunity to register and train with the Piranhas swim team. This opportunity will also be available to any coaches that are in good standing with the club.

### **Policy #7**

#### **Ratified: February 3, 2015**

**Registering with ASSA:** The Registrar will register all swimmers and coaches with ASSA. All swimmers and coaches must be registered before entering the pool.

To be considered a registered and insured swimmer, able to enter the Pool, these following 4 steps need to occur first.

1. Registrar receives all completed registration forms (Swimmer/Family Information Sheet; ASSA POPI Form, Harbour Pool Expectation Form, and Code of Conduct Form), and all Registration Fees (see Policy #9)

## Piranhas Swim Club of Fort Saskatchewan Policies and Procedures

2. Registrar registers all swimmers into ASSA.
3. Club Treasurer sends in payment to be processed to ASSA.
4. Once ASSA receives payment, they must finalize this transaction and set all registered swimmers as "Active". Once this has occurred and the swimmer shows as active on the ASSA website, they are considered registered and insured to enter the pool.

To be considered a registered and insured Coach, able to be on deck and attend swim meets, these following steps need to occur.

1. Registrar registers Coaches into ASSA, online. (contact information & coaching certification #)
2. Club Treasurer pays the ASSA, SNC, CSCTA & ACC Membership Fees.
3. The President receives and will forward a Background Check from the Coaches to ASSA.
4. Once ASSA receives payment & Background Checks, they will forward the coach a compulsory questionnaire. Once this is all complete ASSA will update the Coach status to "Active". Once this has occurred and the Coach is considered registered and insured to be on deck and coach at practices and swim meets.
5. Coach must have completed their swimming certification, or be in process in a timely manner.

### Special Conditions:

1. ASSA has a grace period, which is the first two weeks of the Summer Swimming Season. This means that should payment be on its way, or should ASSA have not yet completed and activated a swimmer, they may still enter the water. However, once the two-week grace period has passed, and any of the 4 steps not be completed, the swimmer will have to refrain from swimming till step 4 has been concluded. This is not a problem for the registrations that occurred in the pre-season registration period, as they should all have been completed by May 1<sup>st</sup>. It is the late registrations that may have issues. ASSA does offer a payment by VISA option, which helps to hasten the time that it takes to send payment for the swimmer.
2. ASSA has the two-week grace period for coaches. Once the two week-grace period has passed and still the coach has not been set as "Active" by ASSA, ASSA will not allow that coach to attend swim meets as a coach on deck. It is at the discretion of the Executive to have coaches on deck for practice, should the Club be waiting on ASSA (in step 4) to activate our coaches.

### **Policy #8**

**Ratified June 18, 2015**

**Withdrawal Fees:** In order to receive a refund after the trial period, the registrar must be informed in writing, and must include the date of withdrawal, submitted by the parent/guardian. Registration fees will be returned less the prorated fee of \$12.00 per swim offered after the trial period + the \$75 administrative fee. Upon withdrawal from the Club, other than for "Safety Reason" for new swimmers as outlined in Policy #6, there will be no refund for completed fundraisers. Completed fundraisers are considered those already paid for, at the time of withdrawal. For withdrawal from the Competitive Summer AM Swim Sessions please see Policy #10, Section 2.

### **Policy #9**

**Ratified June 18, 2015**

**Swim Club Fees:** Swim Club Swimmer Registration and fees, as well as the early bird discount will be reviewed annually and set at the AGM. Registration and fundraising fees (refer to section 9.2) are charged per swimmer. There is a Swim Meet Commitment cheque required per swimmer post dated March 1<sup>st</sup> (refer to section #9.3) For Fee information on the Competitive Summer AM Swim Sessions please refer to Policy #10, Section 1.

Options for payment include:

1. \$ 100% dated day of registration
- or
2. \$ 50% dated day of registration and 50% dated April 1st

NOTE: To qualify for the Early Registration Discount, should it be offered, a representative, 18 years of age or over, from the swimmer's family must attend the AGM in person.

### **Section #9.1**

#### **Ratified August 29, 2016**

**Movement from Minnows to Regular Program part-way through Season:** As noted in Section #4 a Minnow may elect to move into the Regular Piranhas Program, with the Head Coach's permission.

The adjusted cost for Movement into the Regular Piranhas Program will be the pro-rated amount of Registered days as a Minnow plus the pro-rated remaining days of the Regular Registration to the end of the swim season.

For the purposes of pro-rating:

- Total Days: All Piranhas Eligible Training Calendar days.
- Expired Days: number of days from May 1st to the date of the change
- Remaining Days: the number of eligible training days from the date of the change to the Friday before Regionals.

Adjusted Cost = [(Remaining Days/Total Days) x Regular Registration fee] + [(Expired days/Total Day) x Minnow Registration Fee]

- Note: If swimmer registered at AGM, process the adjusted cost using the AGM Registration Fee.

### **Section #9.2 Ratified July 6, 2016**

**Fundraising Fee:** It is mandatory to participate in designated fundraising events. At the start of each season the executive will determine the fundraising events requiring participation and the required amount per fundraising cheque. As stated in Policy #9 there are fundraising fees required for each swimmer by means of post-dated commitment cheques per fundraiser. Failing to participate and meet the minimum requirement per fundraiser will result in the applicable fundraising cheque being cashed.

### **Section #9.3**

**Swim Meet Commitment Cheque:** The Club pays a swim meet fee per swimmer attending a swim meet to the Hosting Club. We require a \$50 Post-Dated Swim Meet Commitment Cheque per swimmer dated for March 1<sup>st</sup>, which is held in trust for those who fail to show for a swim meet that they have signed up for. At that point, the fee for the missed swim meet will be deducted off of their swim meet commitment cheque. If a medical certificate is produced, they will not be charged. Any balance remaining will be refunded at the end of the season. If the swimmer does not miss any meets they have signed up for, the Swim Meet Commitment cheque will be shredded and documented at the end of the season.

### **Section #9.4 Ratified: February 19, 2019**

**E-Transaction Fees:** The club will charge the current transaction rate for all e-transfers.

## Piranhas Swim Club of Fort Saskatchewan Policies and Procedures

### **Policy #10**

**Ratified: February 3, 2015**

**Competitive Summer AM Swimming Sessions:** These sessions run through July & August up to the Regional Swim Meet. They are run Tuesday and Thursday mornings, from 7am-830am. Swimmers are expected to arrive at the pool on time.

#### **Section #10.1 Ratified July 6, 2016**

**Competitive Summer AM Swimming Fees:** The fee is \$125, and is due by the first Tuesday in June to the Registrar. Based on numbers of swimmers registered, the program could be cancelled by the Board, based on financial viability, prior to June 15<sup>th</sup> with all monies refunded.

#### **Section #10.2**

**Competitive Summer AM Swimming Withdrawal Prior to 1<sup>st</sup> Tuesday in June:** If for any reason a swimmer who has paid for and withdraws from the Competitive Summer AM Swimming Sessions before or on the 1<sup>st</sup> Tuesday of June, the full fee for this program will be refunded.

#### **Section #10.3 Ratified July 6, 2016**

**Competitive Summer AM Swimming Withdrawal After 1st Tuesday in June:** Once a swimmer has paid, the swimmer is considered Registered and committed to this program. In the case of a voluntary withdrawal initiated by the swimmer, after the 1st Tuesday in June, there will be no refund unless due to a medical emergency supported by a doctor's note. Should that occur the \$125 fee will be divided by how many morning swim sessions were available for the current swim season, then multiplied by how many morning swim sessions had passed. The remaining amount would be refunded to the swimmer. There are no refunds for missed training sessions, during the registration period.

### **Policy #11**

**Ratified November 6, 2013**

**Swim Meets:** The Executive will determine how many swim meets the Club can afford to cover for each swimmer each summer swimming season. Note: Regionals, ASSA All Stars and Alberta Summer Games Trials are all at the financial expense of the swimmer, and are not included in the Swimmer Registration Club Fees. Sign ups for each meet, will be posted on our Club Board at Harbour Pool prior to a Swim Meet by the Head Coach. It is the parents' responsibility to sign up their swimmer(s) before the designated deadline for that meet, which is posted on the sign up sheet. Once the sign up sheet is removed and the Head Coach has submitted the registrations for the meet, the swimmer will now be responsible to attend. Late registration is not encouraged but is at the Head Coach's discretion. If the swimmer fails to attend, they will be responsible for the swimmer's registration fee for that meet. (Refer to section 9.3). It is at the coaching staff's discretion in which races each swimmer is registered. The coaching staff must consider the desires of the swimmer. Swim meets are to provide a swimmer the opportunity to challenge themselves by competing against other swimmers in their own age group.

#### **Section #11.1**

**Relay Teams:** Relay team placement of which swimmer will swim any particular stroke on any given relay will be at the discretion of the coaching staff up to and including the last meet prior to the Regional Swim Meet. Swimmer combinations may occur in any order, in any stroke, for any relay so that all options are considered for a competitive final team selection for the Regional Swim Meet.

### **Policy #12**



## Piranhas Swim Club of Fort Saskatchewan Policies and Procedures

### **Ratified February 16, 2016**

**Regional & Provincial Swim Meets Schedule:** These Meets are different from the Region C Swim Meets that are run throughout the season. Regionals are a qualifying meet to advance to Provincials. Regionals are the financial responsibility of the swimmer and must be paid to the Club Treasurer prior to attending the Regional Swim Meet in August. Upon registering for Regionals swimmers must indicate whether they will be available for Provincials or not. If a swimmer indicates "yes" to Provincials should they qualify or wildcard at Regionals, that swimmer must attend. If the swimmer fails to show up for the Regional swim meet, there will be no refund of the fees. In addition, and in accordance with ASSA, a swimmer must have swum in one Region C meet during the current season prior to the Regional Swim meet. (ASSA Rules & Regulations 8.4.1)

### **Section #12.1**

**Swim Week Between the Regional and Provincial Swim Meets:** This week is reserved for swimmers that qualify to advance to Provincials or wildcard as an alternate into Provincials. For swimmers who do not qualify for Provincials, either by placing 1<sup>st</sup> or 2<sup>nd</sup> in an event at Regionals, or by wildcarding into Provincials, their training is complete at the end of the last practice prior to Regionals. For the Provincial qualifiers and alternates, they are invited and encouraged to swim during the 2 morning sessions and the 4 evening sessions, at no additional cost to the swimmer, to fine-tune them for the Provincial Meet. There is no Provincial Swim Meet Registration Fee for the qualifying and alternate swimmers for the Provincial Meet, as this is covered by ASSA.

### **Policy #13**

**Hazing:** Absolutely not supported by the Club.

All Hazing activities are prohibited, as they compromise the safety, health and welfare of all our club members. Prevention of hazing is the responsibility of every member of the swimming community. Each individual must accept the personal obligation to uphold the basic community values of being just, civil and respectful of the rights of others. This is not dependant of a person's willingness to participate in, be it the aggressor or the victim. (refer to our Club's Code of Conduct and refer to ASSA's Policies and Procedures pages 21-22 for an outline of Hazing Incidents.

We will follow Policy #14 Discipline and Complaints policy when an occurrence of Hazing arises.

### **Policy #14**

**Discipline and Complaints Policy:** All complaints/infractions are to be submitted in writing within 14 days to the executive members, either from the coaching staff, the swimmer or parent/guardian. Anonymous complaints will not be accepted.

The coaches will use the reporting of a Complaint and Disciplinary Action guide below:

Reporting of a Complaint and Disciplinary Action:

- Same Incident: 1<sup>st</sup> Time: Warning
- 2<sup>nd</sup> Time: Time Out
- 3<sup>rd</sup> Time: Removal from the Pool and Contact Parent.

Any time Coaching staff remove a swimmer from the pool area, coaching staff must inform Piranhas Executive via telephone and in writing. The 3 Strike Rule will be applied: if a swimmer is removed from the pool 3 times, it is the discretion of the executive to review further consequences, of temporary suspension or permanent dismissal.

The Piranhas Swim Club of Fort Saskatchewan Executive Members will act in accordance with ASSA's Policies and Procedures for all Minor and Major infractions. (pages 28-33)

### **Policy #15**

**Appeal Process:** This Policy will apply to decisions relating to conflict of interest, eligibility, selection, discipline, membership or any other matter deemed appropriate by the Piranhas Swim Club of Fort Saskatchewan. We believe that this is a last resort measure. In the event that a Discipline and

## Piranhas Swim Club of Fort Saskatchewan Policies and Procedures

Complaints Policy #14 issue is not able to be resolved at the level of the Executive for The Piranhas Swim Club of Fort Saskatchewan, the Executive will defer to ASSA to facilitate resolution.

### **Policy #16**

**Conflict of Interest:** This Policy applies to all members, not limited to Executive and Committee Members, Coaches, Swim Officials and Volunteers. We value all our members to act in a fair and unbiased manner in whichever role they are filling.

An executive/committee member/coach who has an interest, or who may be perceived as having an interest, in a proposed contract, or transaction with the Piranhas Swim Club of Fort Saskatchewan will fully and promptly disclose the nature and extent of such interest to the Executive Board Members, as the case may be; will refrain from voting or speaking in debate on such contract or transaction; will refrain from influencing the decision on such contract or transaction; and will otherwise comply with the requirements of the policy regarding conflict of interest.

### **Reporting a Conflict of Interest:**

On an annual basis, all Members will complete a written statement disclosing any real or perceived conflicts that they might have to the Piranhas Swim Club of Fort Saskatchewan's President following their AGM.

At any time, during the Summer Swimming Season, that a Member becomes aware that there may exist a real or perceived conflict of interest, they will disclose, in writing, this conflict to the President immediately.

### **Resolving Complaints of a Real or Perceived Conflict of Interest:**

Upon receipt of a complaint, the President will determine, along with the other Executive Board Members, whether the complaint is real or perceived, and have the alleged given an opportunity to submit evidence and to be heard at a designated meeting. The Executive Board Members will follow the outlined Conflict of Interest Policy in the ASSA Policies and Procedures in resolving this conflict. (pages 23-25)

### **Policy #17**

**Coaches' Choice Awards:** Most Dedicated Female Swimmer & Most Dedicated Male Swimmer  
The Coaching Staff choose individuals; and awards are presented annually.

Criteria for the coaches' consideration are:

- Dedication to the sport of swimming
- Dedication to the team
- Practice attendance
- Receptiveness to coaching
- Attitude
- Meet attendance
- Moral boosting
- Good Sportsmanship
- Encouragement of teammates

There will be no ties, and the Head Coach will make the final decision on chosen swimmers.

### **Policy #18**

**Adopted & Ratified: September 8, 2014**

**Most Improved Swimmer Awards:** To qualify for Most Improved Swimmer, a swimmer must swim at Regionals and at least two other meets, which may include the Alberta Summer Games (ASG) Trials, and ASG. Comparing the swimmer's best time from the Regionals or Provincials meet, with

## Piranhas Swim Club of Fort Saskatchewan Policies and Procedures

the average time from the first two meets for each event, earns a swimmer points. The swimmer showing the most improvement wins the award.

At Regionals, each swimmer swims four events. These become **Qualifying Events**.

For each **Qualifying event**, FINA points are calculated using 1) the swimmer's best time from Regionals or Provincials, and then 2) the **Average** of the **earliest 2 Times** for that event. The difference between these points is the swimmer's **Improvement Score**. The larger the difference (i.e. more improvement) the higher the improvement score.

Points are calculated using the officially sanctioned **FINA** points scoring formula:

**Points = 1000(T<sub>Ref</sub>/T)<sup>3</sup>** where T<sub>ref</sub> = a "reference time" and T = the swimmer's time. For the purposes of this calculation, the **reference time** will be the **current ASSA Provincial Record** time for that event. The closer to the Provincial A time, the more FINA points are scored.

For example, this swimmer's Most Improved Swimmer Score: **374 points**.

13&14 Boys	EVENT	TIMES	FINA POINTS	IMPROVEMENT SCORE
Swimmer	100m Free	1:10.1 (Average from first 2 Swims) 1:04.8 (Regionals time) 0:55.67 (Current Provincial Record)	500 633	133
	100m Fly	1:20.6 (Average from first 2 Swims) 1:16.4 (Regionals Time) 1:04.7 (Current Provincial Record)	517 607	90
	50m Fly	34.04 (Average from first 2 Swims) 32.05 (Provincials time) 28.01 (Current Provincial Record)	557 668	110
	50m Free	30.73 (Average from first 2 Swims) 30.01 (Regionals time) 25.40 (Current Provincial Record)	565 606	42

Piranhas swimmers in each of the following age categories may work towards a most improved swimmer award. Each category has an award for both boys and girls.

Girls	6 & Under	Boys
Girls	7 & 8	Boys
Girls	9 & 10	Boys
Girls	11& 12	Boys
Girls	13 & 14	Boys
Girls	15 & 16	Boys
Girls	17 & Over	Boys

### NOTES:

1. If a swimmer only swims a Qualifying Event at just one meet during the season, this event will not count toward the Most Improved Swimmer Score.
2. If a Provincial Record is not available for a swimmer's Qualifying Event, (i.e 6&U swimmers) then the Provincial Record from the next higher age category will be used.
3. Minnows only have to swim 4 events 3 times to qualify for MI.
4. Receiving a negative score eliminates a swimmer from qualifying for this award, even if they are the only swimmer in their age group.
5. All Stars is not included as it is a swim meet that is swam in a long course pool (50m). The MI Awards are calculated by times achieved in short course pools of 25 meters in distance.

## Piranhas Swim Club of Fort Saskatchewan Policies and Procedures

### **Policy #19**

**Ratified February 6, 2017**

**Coaches Choice Lane Awards:** These awards are given to swimmers, from each of the Individual Coaches' Home lanes, who show positive attitudes, show a willingness to be coachable, who show leadership within their lanes as well as in the club, and who show respect to their coaches and peers. These awards are not trophies but will be something unique, chosen by the coaches to reward Piranhas Swimmers for excellence in character. If a coach has 1 home lane, then 1 swimmer will be chosen from within that lane with the exception of the minnow lane. For the minnow lane two swimmers will be chosen, one from group A and one from group B. If a coach has two home lanes, then 2 swimmers will be chosen from within those 2 lanes. If a coach has three home lanes, this coach may choose 3 swimmers from those three lanes.