



Southwest Valley Family YMCA
2919 N. Litchfield Road
Goodyear, AZ 85395
602-212-5142

SWIM TEAM

REGISTRATION PACKET

Welcome to YMCA Westside Silver Fins USA Swimming Team. This New Swimmer Packet has been prepared by your coaches and the YMCA to help your family get off to a great start with the team.

By choosing YMCA Westside Silver Fins, you have joined one of the premier swim teams in the United States. The Silver Fins, as a YMCA team, is a non-profit organization offering competitive swim programs for the novice through national-caliber athlete. YMCA Westside Silver Fins has demonstrated consistent success since its inception in local, regional, national, and international competitions.

Our vision statement is ***“Developing Champions in Life Through Excellence in Swimming”***. YMCA Westside Silver Fins subscribe to a philosophy of teaching and training that provides for maximum long-term performances for its swimmers both in and out of the pool. We are divided into eight (8) different groups based on a variety of factors that include age, ability, maturity, performance and attitude. The center of our coaching philosophy resides with the building of a foundation of strong technique and a love for racing through a strong aerobic base. Leadership and accountability are two essential "life skills" we strive to develop in our athletes. As swimmers progress through the programs they will be given more responsibility for their swims and performances. Swimmers learn self-discipline, time management, sportsmanship and goal setting - important lessons that will help prepare them for life, as well as swimming.

Our staff is dedicated to the success and improvement of our team as a whole and of each individual swimmer. We are confident that you will enjoy the YMCA Westside Silver Fins experience and wish you success in your swimming endeavors.

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**Paperwork: Pages 6-9 & YMCA Waiver (Attachment A) are to be filled out and left at the front desk of the Southwest Valley Family YMCA at the conclusion of the complimentary trial week.

Registration Process

Step One: Set up a time to attend our group assessment and placement. These free swimming assessments are by appointment only. Contact Coach Cindy Mooney at cmooney@vosymca.org or 602-212-5134. At the assessment and placement, a coach will place your child into the appropriate practice group and answer any questions you might have about our overall program.

Step Two: Complete the YWSF registration packet that includes: (1) YMCA Westside Silver Fins Athlete Registration Form (2) Financial Agreement Forms (3) Medical Release Form and (4) YMCA Waiver. Also included is information on the financial commitment, as well as information on our Family Participation Program. After you have completed these documents, please bring all completed paperwork to your first official practice, leaving it at the front desk of the South-west Valley Family YMCA.

Step Three: After completion of your paperwork you will be entered into the YMCA Westside Silver Fins membership database. We ask that you add the YMCA Westside Silver Fins e-mail address to your contact list. This will ensure important team emails are sent to your inbox and not sent to your spam mailbox. For any billing questions, contact Cindy Mooney, cmooney@vosymca.org or 602-212-5134.

Step Four: Our main team communication is through our team website and emails. The website, www.wsfins.com, is updated regularly with general information such as schedule changes, meet information, and any other important information. Weekly updates are sent via email. The news section of our website allows you to read about YWSF swimmer accomplishments and more.

Read through our "Parent Resources" section of the website. Here you will find many answers to commonly asked questions. Our Team website is a great resource for more information on practice group descriptions, practice times, meet schedules and other important information. It may be helpful to download and print some or all of these materials for your future reference. The website will also help you find time standards, team records, policies and many other useful items.

You will also be given a password to log into the website. This will allow you to update your membership information, sign up to volunteer at home hosted meets and much more directly from the website.

Membership Financial Commitment

In order to be a member of the YMCA Westside Silver Fins, a family is required to pay by monthly bank draft. This bank draft is deducted on the 5th of each month. The monthly cost will vary according to the athlete's practice group. There are two different prices depending on whether or not the athlete is a member of the YMCA (Facility Member) or a non-member of the YMCA (Program Member).

In addition to the monthly dues, there is an annual fee of sixty eight (\$68) dollars that is collected from Arizona Swimming for the 2017 season. This payment is due at registration and every September/October thereafter. In addition, there is an annual YWSF fee of one hundred and twenty (\$120) dollars, per family, to help offset additional expenses incurred, which will be charged at registration and at the end of each year thereafter. Once registered, this fee can be offset by participating in our Family Participation Program. More information on the program is located at the end of this packet.

The monthly pricing breakdown for the team is as follows:

YMCA Members / YMCA Non-members:

- Fins I: \$65 / \$95
- Fins II: \$80 / \$110
- Bronze: \$85 / \$120
- Silver: \$90 / \$125
- Gold: \$95 / \$130
- Pre Senior: \$101 / \$140
- Senior II: \$90 / \$125
- Senior Elite: \$110 / \$155

All new athletes will pay the YWSF registration fee of \$120 and the AZ Swimming fee of \$68 at the time of registration. In addition, if an athlete joins the team prior to the 15th of the month, the family is responsible for paying the total monthly dues. The draft will be done by credit card or debit card ONLY. If an athlete joins the team after the 15th of each month, the family will be responsible for half of the monthly payment. The family will then be on automatic draft from account of choice, drafted on the 5th of the following month.

Families are responsible for the entire month's dues regardless of practices that may have been cancelled or missed.

There is no price break for each additional family member who joins the team. However, no family will be drafted more than \$289 per month, this is the family cap.

Membership Financial Commitment

Do we need to be YMCA facility members?

No, you don't– but there are many benefits to becoming YMCA Facility members! Families on the YMCA Westside Silver Fins receive a 100% discount off of the YMCA joining fee as well as discounted rates on YWSF fees!

Joining the YMCA will also allow your swimmer (if age qualified) to use the YMCA facilities outside of YWSF practice times.

Is there a cost for competing in swim meets?

Yes, there is. Each meet has its own charges, but in general, most meets have a \$6 AZ Swimming surcharge and then a fee per event swum, which can be anywhere from \$3-\$10.

In addition, the YMCA charges a meet entry surcharge to help offset costs for coaches to attend swim meets. The following is a breakdown of those charges:

- Meets held within the Valley of the Sun \$5.00/swimmer
- Meets held outside the Valley of the Sun, but within Arizona \$9.00/swimmer
- Travel meets outside of Arizona \$25.00/swimmer

If you choose to go to a meet that involves travel (inside or outside of Arizona), please remember to factor in transportation, food, and lodging. Most meets are optional and attendance can be decided between the swimmer, coach, and parents.

Meet fees will be charged to the credit card provided for monthly dues within 10 business days after the specific meet unless other arrangements have been made.

2016-2017

Athlete Registration Information

Group Placement _____ Date _____

YMCA Member? Yes _____ No _____ (See #8 of Financial Agreement)

ATHLETE'S NAME _____
Last First Middle

Present Age: _____ Birthday: _____ Gender: _____

Father's Name: _____

Mother's Name: _____

Home Address: _____
Street Address City State Zip

Home Phone: _____ Mom Work: _____ Mom Cell: _____

Dad Work: _____ Dad Cell: _____

E-Mail Address: _____

REQUIRED

Questions For United States Swimming:

Ethnicity: _____ US Citizen: _____

If no, citizen of what country: _____

Are you a registered USA swimmer _____? If No, please provide a copy of the Athletes Birth Certificate

If yes please enter the team name, location along with your last competition with your old club.

Name of Meet and Host Club

Exact Meet Dates

How did you hear about YWSF _____

T-Shirt Size (please circle): Youth: S M L Adult: S M L XL

I personally, and on behalf of my minor child, agree that any picture taken of me or my minor child may be used for YMCA publicity purposes.

Parent or Guardian Signature _____

2016-2017

Financial Agreement

1. I understand that the Automatic Transfer System is a continuous monthly fee and renewed before July 31st of the current year.
2. I understand, should I choose to cancel or hold my team membership I must complete the YWSF CANCEL/HOLD form with **at least a thirty (30) day notice**. This must go through our YMCA accounting department. The coaches are not responsible for this paper work. YWSF policy is, that if you do place your YWSF account on hold, the Silver Fins will automatically draft \$20 per month during that hold until your return. The maximum family hold can last NO longer than 3 months.
3. I understand that it is my responsibility to check my bank statement monthly and to notify the YMCA immediately of any transfer errors. The YMCA will refund any transfers done in error for up to 3 months. This includes transfers after termination notice is given.
4. I understand that the YMCA may, upon thirty (30) days written notice, adjust membership rates, which would result in a change to my monthly transfer rate.
5. I understand that I am responsible for each month's payment in full regardless of athlete attendance.
6. I understand that if my payment is returned NSF for any reason, the item(s) will be re-presented electronically and I understand I will be charged a processing fee. I am also responsible for all other recovery costs.
7. I understand that any transfer not honored by my bank, that is not settled before the next transfer date, will result in immediate termination of my membership and that I will have to contact a YWSF team administrator to re-register my child.
8. I understand it is my responsibility to notify the YWSF office if there is a change in YMCA membership, i.e. membership cancellation or becoming a new member.

Athlete Name: _____

Credit or Debit Card Information:

Card Number: _____

Exp. Date: _____

Authorized Bank Account Signature

Date

2016-2017

Financial Agreement

Athlete Name: _____

Payments due at the time of registration:

AZ Swimming registration:** **\$68**

(due each fall after joining/per swimmer)

YWSF registration/team fee: **\$120**

(due each winter after joining/per family)

First month's dues: **\$ _____**

(dues based on practice group)

(prorated to 1/2 if joining after the 15th)

Total amount due at time of registration: **\$ _____**

(\$68 AZ Swimming + \$120 Registration + first month's dues)

**Please note that athletes transferring from one club to another within Arizona must submit their transfer online at www.azswimming.org. This process includes a \$15 transfer fee. Please see the team administrator for transfer information.

Monthly Dues and Swim Meet Payments:

You will be drafted by the YMCA on the 5th of each month for your athlete's monthly dues. This is an automatic draft and is required for team membership. The monthly draft will begin the month following registration.

All swim meet fees will be charged to the credit card provided. All swim meet fees will be charged within 10 business days after the athlete participates in the specific swim meet.

Receipts will be provided only upon written request.

Emergency/ Medical Release Form

Athlete name: _____

Date: _____

Parental Consent

This medical release form must be signed by a parent or legal guardian for each swimmer of the YMCA Westside Silver Fins. If the swimmer is 18 years or older, the swimmer must also sign this form.

Medical Release

I certify that, to the best of my knowledge and belief, _____ (name of swimmer) is in good physical condition and has no condition, which would impair participation in this program. In case of injury, I hereby give the YMCA Westside Silver Fins and it's staff permission to act on my behalf in seeking medical treatment from any licensed physician, hospital, or clinic, including ambulance care for my child in the event that such treatment is deemed necessary. I give permission to those administering medical treatment to do so using methods deemed necessary. It is understood by me that the expense of this service will be accepted by me. I absolve the YMCA Westside Silver Fins, Southwest Valley Family YMCA and its staff and volunteers from all liability while acting on my behalf in this regard.

Parent/Guardian Signature (or participant if over 18)

Date

If parents are not available, please call the person designated below:

Name: _____

Phone number: _____

Relationship: _____

Is there any physical condition we should be aware of and what precautions should be taken? _____

Medication/Allergies: _____

Doctor's Name: _____ **Doctor's Phone:** _____

Preferred Hospital: _____ **Hospital Phone:** _____

Parent/Guardian Insurance Information:

Company name

Policy number

Address

Telephone

The following individual(s) may NOT remove my child from the facility and are NOT authorized to act on my behalf:

Name(s): _____

Custody papers have been provided and are on file at the facility: YES NO

FAMILY PARTICIPATION PROGRAM

The success of YWSF is dependent on the participation of all parents. Our team hosts several meets each year as well as social events, all of which necessitate many hours of work. To ensure our events are successful, we have established a Family Participation Program requiring parents and family members to take an active role in the operation of our swim club. The Family Participation Program year is based on the calendar year and excess hours are not carried over to the following year. Hours are earned via jobs for helping with club operations, club support, and swim meet operations.

There are two ways to earn your Family Participation hours. The first is to sign up for jobs that are necessary to run a swim meet. For swim meet operations, hours credited are for both home and away meets. Parents are expected to help with timing, officiating, and general swim meet operations at home meets. At away meets parents will receive credit for timing and officiating. Job opportunities for home swim meets are advertised on the team website prior to the beginning of each meet. A description of these jobs is provided on the next page. Time credits for swim meet jobs vary according to the size and duration of the swim meet. When you log into the website and click on the event/meet you are interested in, the job opportunities will be listed for the meet as well as an estimated time for each position. YWSF attempts to predict the duration of each swim session based on past experiences. All final time calculations are compiled through sign in sheets at home meets or direct reporting of hours to the PAC Administrator for away meets based on actual hours worked. Note: Parents WILL NOT receive a time credit for events that require swimmers to provide their own timers.

Athletes not participating in a session and siblings can also earn family hours. Siblings must be 9 and older and will be placed in age appropriate positions when available. Parents may need to help at home meets in which their child is not competing in order to fulfill their obligation. We are a team and we all need to work together to provide opportunities for all the athletes.

The second way to earn Family Participation hours is to sign up for jobs contributing to club operations and support. The PAC (Parent Advisory Committee) members have job opportunities for committees such as fundraising, team event planning, and special activities. Look for emails from YWSF advertising these jobs.

We have two plans available to our swim and dive families to earn Family Participation Program hours:

Swim:	Dive:	
30 hours	15 hours	\$60 off of your yearly dues (50% savings)
50 hours	30 hours	\$120 off of your yearly dues (100% savings)

*Volunteer hours are per year/per family.

As always, if you have any questions or concerns please feel free to call or email Head Coach Matt Benedict directly. As noted above, the success of YWSF is dependent on the participation of all parents. We really need parents' time and efforts.

Thank you for participating!

Volunteer Meet Positions

Meet Director: Responsibilities include, but are not limited to: procuring the awards; obtaining a sanction; preparing the facility; arranging for personnel, equipment (including appropriate timing equipment), and supplies necessary for meet operation; processing of entries; printing of programs; arranging for publicity and media coverage; preparing and distributing meet results and filing the LSC report. USA Swimming Rule Book Section 102.9

In addition the meet director oversees all activities and conduct as pertaining to the meet such as hospitality, concessions, announcers, and any other vendors and activities related to the function for the meet (such as hotel blocks, parking, etc.)

Officials:

All officiating positions (Deck Referee, Starter, Stroke & Turn, Administrative) require training and certification through AZ Swimming.

Deck Referee: Responsible for conducting the meet according to the rules of USA Swimming; organizes and oversees the deck officials. USA Swimming membership & Certification required. Refer to USA Swimming Rule Book Section 102.11 for detailed description of position.

Starter: Answers to the meet referee. Responsible for control of the swimmers until a fair start is achieved. USA Swimming membership & certification required. Refer to USA Swimming Rule Book Section 102.12 for detailed description of position.

Stroke & Turn Judge: Answers to chief judges or referee. Jurisdiction over the swimmers immediately after the race has begun. May be chief judge, place judge, stroke judge, turn judge, and/or relay take off judge as determined by the Referee prior to the start of competition each session. USA Swimming membership and certification required. Refer to USA Swimming Rule Book Section 102.13 for detailed description of position.

Administrative Official: Answers to the meet referee. Supervises clerk, hy-tek, timing system, and any other admin. Responsible for accurate entries, scratches, seeding, and determination of official times and results as well as any other duties assigned by the referee. USA Swimming membership and certification required. Refer to USA Swimming Rule Book Section 102.14 for detailed description of position.

Timing Equipment Operator: Responsible for automatic or semi-automatic system including electronic start and scoreboard. Advises the admin official or referee of any suspected problems with the timing. Should be able to see the finish of the race. USA Swimming Rule Book Section 102.17

Clerk of Course: Responsible for providing programs and other meet information to coaches and officials; does deck registration of athletes; resolves entry and fee problems; monitors positive check-in sheets; organizes relays. On the job training required. USA Swimming Rule Book Section 102.20

Announcer: Uses public address system to announce each event and heats of meet; makes required announcements during the meet including final results at some meets. USA Swimming Rule Book Section 102.21

Head Timer: Responsible for ensuring there are the required number of timers on each lane; distributes and picks up watches and clipboards from each lane; starts two watches at the beginning of each heat as back-up to lane timers. Refer to USA Swimming Rule Book Section 102.17 for detailed description of position.

Lane Timers: Responsible for timing swimmers in assigned lane using stopwatch and/or button on timing system; record times on lane sheets as well as determining whether the relay or swimmer is present and in the correct lane, heat, and event. Refer to USA Swimming Rule Book Section 102.17 for detailed description of position.

Meet Marshal: Shall wear identifying attire and enforce warm up procedures and maintain order in the swimming venue. Marshal has full authority to warn or order to stop, and, with the referee's approval, remove or have removed anyone behaving in an unsafe manner, using profane language, or disrupting orderly conduct. USA Swimming Rule Book Section 102.19. Certification via online course required (www.azswimming.com)

Hospitality/Concessions: Assists Hospitality Manager by working Hospitality/Concessions during the meet.

Meet Set-Up: Responsible for setting out tables, chairs, timing equipment, portable shade structures, etc. prior to beginning of meet.

Meet- Take Down: Responsible for taking down and putting away all equipment that was setup and clean up at the end of the meet.