

---

2020 – 2021

# Grande Prairie Piranhas Handbook

## COVID-19 PREFACE:

The contents of this handbook have not been adapted for Covid-19. We have updated all topics while leaving in sections that may not be applicable at the start of the 2020-21 season (travel, participation points).

For information specifically related to Covid-19 and our pandemic protocols, please go to our website for the most recent updates.

---

## Table of Contents

[Who are we?](#)

[Welcome!](#)

[Web Resources](#)

[STAFF](#)

[PROGRAMS](#)

[GROUP STRUCTURE](#)

[POLICIES](#)

[DISCIPLINE POLICY](#)

[TRAVEL/CHAPERONE](#)

[ATTENDANCE](#)

[EQUIPMENT](#)

[FEES AND REGISTRATION](#)

[COMMUNICATION](#)

[SPECIAL EVENTS](#)

[MEETS](#)

[MEET ATTENDANCE](#)

[MEET TRANSPORTATION](#)

[CLOTHING AND GEAR FOR MEETS](#)

[MEET OFFICIATING](#)

[PARENTS' PLEDGE AND RESPONSIBILITIES](#)

[MEMBERSHIP/VOTING/BYLAWS](#)



---

## Who are we?

The Piranhas Swim Club has a thirty-four year history of providing young people a program of skill development, training and competition which has led to individual success both in and out of the pool. We are proud to be part of the Grande Prairie community, each year we host competitions and social events for our members.

### CLUB OBJECTIVES

- To have competitive swimmers from the GPPSC represented at all levels of competitions: inter club, regionally, provincially, nationally, and internationally.
- To maximize opportunities for the growth and development of the individual within the GPPSC.
- To encourage the participation of parents in all aspects of the GPPSC's committee structure.
- To sponsor, organize, and participate in competitive swim meets at levels of competition.
- To work with appropriate agencies to promote and develop the sport of competitive swimming.



---

### ***Welcome!***

We would like to extend a welcome to all new and returning members of the Grande Prairie Piranhas Swim Club.

Our club and the sport of competitive swimming will give your child a special opportunity to develop important skills, both physical and mental. Swimming improves physical fitness, mental toughness and self-confidence. It encourages the development of those parts of a person's personality that allows him or her to put maximum effort forward and gain from the experience whether they succeed or not in the effort.

Our club takes a family approach to competitive swimming. Family social events are scheduled throughout the season to help families get to know one another and to help build team spirit. We hope to see you at these events.

Your input and assistance will be most welcomed at any time throughout the year. Members of the board and staff will endeavor to keep you informed of any pertinent events or issues. We hope to make ourselves available to address any questions you may have. The success of our club depends on participation of as many parents as possible. Please feel free to contact us with your questions or concerns, and we always welcome your help in any way that we can.

Our club is a non profit and you will be asked to consider becoming a voting member of the organization. We hold at least one official meeting every year in June where budget, objectives and leadership are discussed and decided. There is a membership form and process that is explained online as well as at the office.

### **CLUB PHILOSOPHY**

The primary purpose of the Grande Prairie Piranhas Swim Club (GPPSC) is to provide an opportunity for each of its swimmers to attain his or her potential in competitive swimming. In pursuing this goal, it is our belief that each swimmer will derive significant benefits in the area of character development:

- providing an understanding of the value of hard work,
- develop and maintain a strong commitment to oneself and the team,
- learning to contribute to a team effort and establish and work on individual goals,
- self-image enhancement and a strong sense of self-confidence and
- learn the concept of good sportsmanship while forming lasting friendships with teammates and competitors alike.

---

## Resources

**WEBSITE:** [www.gppiranhas.com](http://www.gppiranhas.com): You will have made a profile for the site when you registered your swimmer and when you login you can sign up for swim meets, volunteer shifts and more.

**FACEBOOK GROUP:** Grande Prairie Piranhas Swim Club (private) is for active swimmers/families to help communicate within the team. This group is private. When you registered you may have been asked for your Facebook profile name as it appears online. This will be used to verify our Facebook group members are connected to a swimmer. Search for GP Piranhas or type <https://www.facebook.com/groups/GPPiranhas/>

**FACEBOOK PAGE:** Grande Prairie Piranhas Swim Club @gppswim is a public facing page where we promote, encourage and celebrate our whole team. Please support us by liking the page and occasionally sharing the content we post. It helps our visibility in the community and in turn helps us with registrations. Search for GP Piranhas Swim Club or type <https://www.facebook.com/gppswim>

**SWIM ALBERTA:** A great web site that contains information about swimming in Alberta, Championships and parent information. Swim Alberta website address: [www.swimalberta.ca](http://www.swimalberta.ca)

**SWIM CANADA:** Hosts information about swimming across Canada as well as the meet lists for all meets past present and future. If you want to see your swimmer's results once they are uploaded from a meet you can access them here (and on our web site).

**TEAM UNIFY APP:** The app is called ON DECK PARENT. This app can be downloaded to your phone or tablet, your login is the same as for our team website and the TEAM is CANGPPSC. You will be able to see time standards, results, events, etc.

**MEET MOBILE:** This app is useful when meets we attend have connected to it, they will upload results (mostly) in real time. It is one you have to pay for to access the results (around \$15 per year). Not all meets have this function and not all meets will work properly. But the majority will.

**SMS (TEXT) Remind 101** is a service we use to text information we have used for Chaperone meets

**OFFICE PHONE** 780-538-0732

**OFFICE EMAIL** [office@gppiranhas.com](mailto:office@gppiranhas.com)

## BOARD OF DIRECTORS & STAFF

The Board of Directors:

President:	James Robinson
Vice President:	John Lindberg
Secretary:	Alison McCulloch
Treasurer:	Karri Robideau
Director at Large:	Clayton Greber
Director at Large:	Erin O'Connell
Director at Large:	Angela Golany
Director at Large	Laura Renooy
Director at Large	Darin Wiegel
Director at Large	Jennifer Rochon
Director at Large	Katey Scully
Lead Coaching Staff:	
Director of Swimming	Alex Dawson
Assistant Head Coach	Matt Burton
Performance Coach	Nick Wenzel
Lead Administrative Staff:	
General Manager:	Alex Dawson
Team Manager	Vacant

---

  

---

  

■ ■ ■

## PROGRAMS

The Piranhas swim club is an age group club that is divided into several groups for the purposes of training and competition. These groups are determined by the coaching staff and are indicative of the level of skill of the swimmer. Generally, they also follow age groups with a few exceptions. There are three general divisions as follows;

### COMPETITIVE GROUPS

#### CLUB PROGRAM

The early competitive groups are designed to prepare young swimmers for the demands of a competitive program. The focus at this stage is solidly on skill development. This is approached through a series of drills, aerobic activities and dry land skills, which are set out in a format that allows learning in a fun environment. These swimmers train two to four times per week. Many will have the opportunity to compete at in house time trials, fun galas and home swim meets.

The higher competitive groups are designed for the swimmers who need flexibility in their training but still want to continue to learn, improve and compete. The focus of this group is to support the athletes where they are, build the skills around commitment and discipline and athlete autonomy. They will train up to 6 times a week as their schedule allows.

#### PERFORMANCE PROGRAM

This program is designed for the swimmer who is seeking an advanced level of training and skill development. As the swimmer progresses through this program, the development of technical skills is combined with mental training and an increasing focus on endurance. These swimmers train six to nine times per week and their season extends to late July early August. They may compete at as many as eight to twelve meets during the year.



## **GROUP PLACEMENT**

All new swimmers will be evaluated during returners and rookie week for proper placement. All group sizes are limited because of space in the pool and the need for close supervision. Swimmers can be moved up or down throughout the season as skills develop and depending spaces being available. Group movement is at the sole discretion of the Head Coach in consultation with the particular group coach when necessary. There are attendance expectations for all groups; swimmers who fail to meet these expectations may be asked to move to a different group. The potential move will be discussed with both the swimmer and his/her parents prior to any action being taken.

## **GROUP MOVEMENT**

In general, group transitions or 'move-ups' occur at the end of any of the 3 training cycles of the competitive swim season: September-December; January-March; April-June. Having 'move-ups' at the end of a training phase ensures that swimmers will not be moving up into a group that is in the middle of a training progression, nor will they miss any portion of a training progression from their current group.

Every season brings new levels of swimmers, different abilities, and different depth in numbers at all the group levels within the club. As such, there are criteria for moving up a swimmer for each squad. These can be found in the Squad criteria section of the website. In lay terms, swimmers must:

1. Exceed the expectation level of their current group on the majority of learned skills
2. Have no gaping deficiency in any of the major skills learned in their group
3. Meet the expectation level of the next group on as many skills as possible
4. Meet the expectation level of the next group in attendance, attitude, trainability, commitment & performance.
5. Be 'age-ready' as per the composition of the current groups

Thus, 'move-ups' will be determined greatly by the level of skill and of the target skills of a current group, and also of the next group. 'Move-ups' are also dependent on group sizes and the overall best interests of the swimmers. (i.e.: In some cases, a group may become full and make move-ups unhelpful for all involved... in this case, all groups below the bottleneck begin to target higher skills, and the overall group level will be higher than past seasons).

---

## **Awards**

At the beginning of the season the club will host its annual awards banquet where it will recognize the efforts and achievements of the swimmers in the club from the previous year. The club award is in 3 categories for each squad:

Outstanding Male Achievement

Outstanding Female Achievement

Most Improved Male

Most Improved Female

The club will also recognize one individual in the following categories

Sportsmanship Award

Dedication Award

Leadership Award

Triumph over Adversity Award

## GROUP STRUCTURE

### **PERFORMANCE SQUAD**

These are the top groups of swimmers in the Piranhas Swim Club. These swimmers exhibit a solid background in competitive swimming and training skills. They have a strongly developed work ethic, are disciplined, and dedicated to pursuing excellence in the sport of swimming. These swimmers are expected to attend all top level meets they qualify for. Please see the web site for the squad breakdown, objectives and expectations.

#### FUNDRAISING

	Fundraising Fee
Senior Performance	\$900
Youth Performance	\$800
Junior Performance	\$600

#### VOLUNTEER

It is expected that every swimmer has a parent volunteer at any swim meet we host that they are attending. If you are unable to volunteer during swim meets or are concerned about this commitment, please reach out to our volunteer coordinator, [volunteer@gppiranhas.com](mailto:volunteer@gppiranhas.com). Availability will be confirmed via SurveyMonkey one month prior to Home Swim Meets and positions will be assigned by our Officials Coordinator.

#### **Group Details**

- Practices: 6 - 8 per week 90% attendance required 1.5-2 hour practices + land training
- Session: Yearly Sept - July
- Camps included in fees (ex: Xmas)
- Competitions: Home Meets, Regional Meets Sept - July, Short Course & Long Course Season, Qualify for Provincials, Westerns & Nationals
- Team Travel and Chaperone Meets
- Squad invitation by Head Coach
- Equipment Needed: Water Bottle, Snorkel, Kick Board, Fins, Pull buoy, Net Bag, Practice Suits, Cap, Goggles, Competition Suit

### **SENIOR SQUAD**

This group is for our senior swimmers that want to continue to challenge their swimming potential but want to train and compete whilst maintaining a balanced lifestyle. Swimmer continue to pursue improvement in their fitness, stroke and race skills whilst being role models and leaders to the Piranhas team.

#### FUNDRAISING

	Fundraising Fee
SENIOR	\$500

#### VOLUNTEER

It is expected that every swimmer has a parent volunteer at any swim meet we host that they are attending. If you are unable to volunteer during swim meets or are concerned about this commitment, please reach out to our volunteer coordinator, [volunteer@gppiranhas.com](mailto:volunteer@gppiranhas.com) . Availability will be confirmed via SurveyMonkey one month prior to Home Swim Meets and positions will be assigned by our Officials Coordinator.

#### **Group Details**

- Practices: 6 x 1.5 hour practices. + land training per week
- Session: Yearly Sept - June
- Camps optional and not included in fees
- Competitions: Home Meets, Regional Meets Sept - July, Short Course & Long Course Season, Qualify for Provincials
- Team Travel and Chaperone Meet at coaches discretion
- Equipment Needed: Water Bottle, Snorkel, Kick Board, Fins, Pull buoy, Net Bag, Practice Suits, Cap, Goggles, Competition Suit

## **YOUTH SQUAD**

In this group, emphasis is placed on stroke and competitive skill development. These swimmers have competitive swimming experience but are still encouraged to have an interest in other sporting activities.

### FUNDRAISING

	Fundraising Fee
Youth Squad	\$400

### VOLUNTEER

It is expected that every swimmer has a parent volunteer at any swim meet we host that they are attending. If you are unable to volunteer during swim meets or are concerned about this commitment, please reach out to our volunteer coordinator, [volunteer@gppiranhas.com](mailto:volunteer@gppiranhas.com) . Availability will be confirmed via SurveyMonkey one month prior to Home Swim Meets and positions will be assigned by our Officials Coordinator.

### **Group Details**

- Practices: 5 x 1 - 1.5 hour practices. + land training per week
- Session: Yearly Sept - June
- Camps optional and not included in fees
- Competitions: Home Meets, Regional Meets Sept - July, Short Course & Long Course Season, Qualify for Provincials.
- Team Travel at coaches discretion
- Equipment Needed: Water Bottle, Snorkel, Kick Board, Fins, Pull buoy Net Bag, Practice Suits, Cap, Goggles, Competition Suit

### **AGE SQUAD**

In this group, emphasis is placed on stroke and competitive skill development. These swimmers have competitive swimming experience but are still encouraged to have an interest in other sporting activities. Swimmers will find this group to be challenging and fun

#### FUNDRAISING

	Fundraising Fee
Junior	\$300

#### VOLUNTEER

It is expected that every swimmer has a parent volunteer at any swim meet we host that they are attending. If you are unable to volunteer during swim meets or are concerned about this commitment, please reach out to our volunteer coordinator, [volunteer@gppiranhas.com](mailto:volunteer@gppiranhas.com) . Availability will be confirmed via SurveyMonkey one month prior to Home Swim Meets and positions will be assigned by our Officials Coordinator.

#### **Group Details**

- Practices: 3 x 1.5 hour practices per week.
- Session: Yearly Sept - June
- Competitions: Home Meets, Regional Meets Sept -June
- Equipment Needed: Water Bottle, Snorkel, Kick Board, Fins, Pull buoy, Net Bag, Practice Suits, Cap, Goggles, Competition Suit

## **JUNIOR SQUAD**

This group is for early competitive swimmers. They focus on stroke and skill development, as well as body awareness and feel of the water. In this group, practices are designed to be fun and worry free.

### FUNDRAISING

	Fundraising Fee
Junior	\$200

### VOLUNTEER

It is expected that every swimmer has a parent volunteer at any swim meet we host that they are attending. If you are unable to volunteer during swim meets or are concerned about this commitment, please reach out to our volunteer coordinator, [volunteer@ppiranhas.com](mailto:volunteer@ppiranhas.com) . Availability will be confirmed via SurveyMonkey one month prior to Home Swim Meets and positions will be assigned by our Officials Coordinator.

### Group Details

- Practices: 3 x 1 hour practices per week.
- Session: Yearly Sept - June
- Competitions: Home Meets, Regional Meets Sept - June
- Equipment Needed: Water Bottle, Snorkel, Kick Board, Fins, Pull buoy, Net Bag, Practice Suits, Cap, Goggles, Competition Suit

### **DIDDY SQUAD**

This group is for novice competitive swimmers. They focus on stroke and skill development, as well as body awareness and feel of the water. In this group, practices are designed to be fun and worry free. Swimmers will compete in all home sanctioned swim meets and time trials.

#### FUNDRAISING

	Fundraising Fee
DIDDY	\$100

#### VOLUNTEER

It is expected that every swimmer has a parent volunteer at any swim meet we host that they are attending. If you are unable to volunteer during swim meets or are concerned about this commitment, please reach out to our volunteer coordinator, [volunteer@gppiranhas.com](mailto:volunteer@gppiranhas.com) . Availability will be confirmed via SurveyMonkey one month prior to Home Swim Meets and positions will be assigned by our Officials Coordinator.

#### **Group Details**

- Practices: 2 x 1hr practices per week
- Session: Yearly Sept - June
- Camps optional and not included in fees
- Competitions: Home Meets, Sept - June
- Team Travel at coaches discretion
- Equipment Needed: Water Bottle, Practice Suits, Cap, Goggles, Competition Suit.



---

## POLICIES

The Board of Directors of the GPPSC maintains a complete list of policies to help in the operation of the club and its members. Some of those policies are listed on our website at [gppiranhas.com/about](http://gppiranhas.com/about). From there you can view the bylaws, policies and more. To see the complete list of policies we always have the current version printed in the office.

For your reference, our list of policies is as follows;

Financial

HR

Conflict of Interest

Privacy

Screening

Assumption of Risk

Contractors

Transgender

Credit Card

Discipline & Complaints

Dispute

Fundraising

Concussion

Resolution

Appeals

Social Media

Travel

Volunteering

## DISCIPLINE POLICY

The intent of the Discipline Policy is to give clear guidance to staff, parents and swimmers how we handle tough situations fairly. For the complete policy you can review it online on our web site.

The coaching staff under the direction of the Head Coach has the authority to discipline swimmers at all club functions. The disciplinary action will be discreet and will be based upon the offence and behavioral history of the individual. Inappropriate behavior on the part of the swimmer may result in any or all of the following disciplinary actions:

- Swimmer is given a verbal reprimand by the coach.
- Swimmer is requested to sit out for part or for the entire workout.
- Parent to receive a letter about the swimmer's infraction within 48 hours. Warning that should swimmer be disciplined again, the swimmer will be excused from practices, swim meets or any socials for two weeks.
- Swimmer is expelled from club with no refund.



---

## TRAVEL/CHAPERONE

The GPPSC recognizes that team travel is an integral component of the technical and curriculum of competitive swimming. Team travel offers swimmers supervised opportunities to learn and practice independence. Travel opportunities may include but not limited to international, national, out of province or in province swim meets, training camps and club sponsored recreational activities. The GPPSC has a policy that covers all travel, chaperones and the procedures for all meets.

As a club we fundraise and a large portion of those funds is essentially to cover costs to send our coaching team to these swim meets and reduce any team travel using a bus where applicable.

We charge a flat rate of \$35 for all out of town meets to cover 50% of the expenses for the coaches and the rest comes from our fundraising activities. This fee is decided at a member meeting in May of each year.

There is a difference between out of town meets, team travel and chaperone meets.

**Out of Town Meets:** Families are responsible for their own travel, accommodations to and from the meets. There is a fee per swimmer to help cover the costs of the coaches travel, accommodation and salary for the meet as well as a meet fee. This fee is due before the meets, payable at the office or through your online credit card payment.

**Team Travel:** Some meets are a distance away so the club may arrange a bus for transportation. Typically the swimmers & coaches are given first priority and then the remaining seats are filled with parents. The expectation is that the swimmers are required to ride the bus if it is a "bus meet". There are always accommodations and those are made/decided on by the Head Coach, in advance. When available the travel fund offsets part of the cost of the bus, and the remainder is split amongst the travelers. If no travel fund is available, the cost will be split amongst the travelers. The meet fees and coaches expense fee are applicable.

**Chaperone Meets:** A chaperone meet is where the swimmers are taken under the responsibility of the club, coaches and chaperones from the moment they leave your care. Chaperones are selected through the application process outlined in our policies. A single fee is determined for these meets that covers the transportation, accommodation, coaches & chaperone costs, and meet fees. Any other costs will be outlined prior to the meet. Periodically we may offer a meet specific fundraiser to help offset costs of the chaperone meet only. These meets may also be restricted to certain groups or swimmers with certain time and/or age qualifiers.

- Please note: In order to save time and money sometimes parents may arrange to send their swimmers with other families, please let the Head Coach know if this is the case. We are not involved in that process or take ANY responsibility but if you will not be with your swimmer we have a form to be completed in case of an emergency.

---

## PRACTICE:

The regular schedule for the various swim groups is available online at [www.gppiranhas.com](http://www.gppiranhas.com). However, during Christmas, Spring and summer breaks, the schedule will vary. Please check with your coach if you have any questions. The practice times are very rigid for several reasons. Firstly, pool time itself is very expensive and is strictly adhered to, as there are many users of the pool; being late therefore, reduces training time. Secondly, dry land and water training is designed as a team endeavor; tardiness affects those in your group as well as yourself. Finally, an important aspect of swimming is commitment and self-discipline, one element of which begins at the time practice starts. The coaches clearly expect swimmers to be on time. Please note that the expected time to be on deck is always 15 minutes prior to the scheduled start time so swimmers can stretch and warm up appropriately.

## ATTENDANCE

Level of attendance is directly proportional to the level of performance, especially at the higher levels. As a parent please help your swimmer by expecting a high standard of participation and attendance from day one. Attendance at meets is critical in helping develop both your athlete and a strong team spirit. Swimmers are expected to attend home meets and strive to attend all meets recommended for the athlete by the coach.

## EQUIPMENT

All competitive swimmers are required to have the following team gear

- Team Cap – provided by the club at registration.
- Team Shirt – provided by the club after registration.

All swimmers must attend practice with appropriate equipment including cap, water bottle, and goggles. Some equipment may be required by the coach such as fins, pull buoys, drag suits and paddles (some are supplied). Swim bags and other optional gear is available for order at registration, .

You can order equipment related items through at <https://team-aquatic.com/collections/grande-prairie-piranhas>

You will receive 15% off of your order and if you order over \$150.00 the shipping will be free.

For all team clothing items we will be using Playfair. There will be an order from available at registration night.

---

## FEES AND REGISTRATION

Registration for the new swim season happens at RETURNER or ROOKIE week. Returners week is for all swimmers from the previous season. Rookie week is a free week of swimming for all new children interested in swimming with the club. It give the coach an opportunity to assess and place that child in the correct group.

Returning families can fill out the registration forms on our website at gppiranhas.com prior to attending registration night. All swimmers are required to come (even if they submitted online registration) to be fitted for a club shirt and receive their cap. Registration is held directly outside the Piranhas office. All forms must be completed and fees must be paid before the swimmer is permitted to enter the water for the season. Fees can be paid as one payment in September by cheque, cash, debit, Credit card (with admin fee) or Etransfer. The squad fees can be paid in 10 monthly payments by EFT. First Payment will include first month fees along with Swim AB Fee & \$40 Club registration fee, which includes a T-shirt and swim cap.

### CHEQUES for Fundraising and Volunteering Commitments

Commitment cheque, undated, for \$350. Please see our policy for the application of this cheque. If you do not show up for a shift that you are signed up for, your cheque will be deposited. It is the individual's responsibility to find a replacement worker for any shifts they are committed to but unable to attend.

Fees are only a part of how the club raises money - fundraising and volunteering help keep fees manageable and allow us to operate a quality assured program.

**What are Swim Alberta Fees?** Every swimmer in the competitive program is required to be a member of Swim Alberta our governing body. This association is a part of Swimming Canada and they oversee the proper execution of the competition plans, swimming and coaching development as well as insurance.

**Swim AB registration fees** are due at the time of registration and are non-refundable.

There is another swimming body called the ASSA (Alberta Summer Swimming Association), please understand that if your swimmer becomes a member of Swim Alberta through the GPPSC you cannot compete in the ASSA unless you swim as an exhibition swimmer for 1 year.

**NSF POLICY:** First NSF, the family will be notified and the child/children will be suspended from swimming until NSF charges and fees have been paid. Repayments can be made by either new cheque, debit, credit or cash. Second and subsequent NSF, the family will be notified and the child/children will be suspended from swimming until NSF charges and fees have been paid. Repayments must be paid by certified cheque(s), or cash.

**NOTICE OF WITHDRAWAL FROM SWIMMING:** It is the responsibility of the parent(s) to notify the Team Manager and Director of Swimming immediately if a swimmer plans to leave the Club. One full calendar months' notice must be given in writing. Failure to provide a full month's notice of a swimmer leaving for any reason, other than medical (physician's signature), will result in forfeiture of one months' fee. Once written notice is given you will receive confirmation as well as total of any fundraising or volunteer points required to complete (pro rated).

**CHANGES IN SITUATION:** There can be unforeseen circumstances that can affect the ability to pay the monthly fees and ongoing competition fees on time. Whether it is illness, lay off, death in the family etc., if you experience anything like this and need to make arrangements please reach out in confidence to the President OR the Director of Swimming as soon as possible.

**CHANGE of ADDRESS and/or PHONE NUMBERS:** Please notify the Club Administrator at [office@gppiranhas.com](mailto:office@gppiranhas.com) promptly of all changes in home address, email addresses and phone numbers. You can also update your information at any time online through your log in on our website.

Group	1 Annual Payment	10Monthly EFT Payment	Swim Alberta Fee	Club Registration Fee
Diddy	\$1,000	\$100	\$172	\$40
Junior	\$1,250	\$125	\$172	\$40
Age	\$1,500	\$150	\$172 - \$192	\$40
Youth	\$1,750	\$175	\$172 - \$192	\$40
Senior	\$2,000	\$200	\$192	\$40
Junior Performance	\$2,250	\$225	\$192	\$40
Youth Performance	\$3,000	\$300	\$192	\$40
Senior Performance	\$3,500	\$350	\$192	\$40

- ⊘ Fundraising Buyout: You can prepay all your fundraising in advance. Please contact the Fundraising Chair, Head Coach or President if you are interested in this option.
- ⊘ Two buyouts per group per year allocated. If there are more applications, the Board will decide which are allocated.
- ⊘ There are no volunteer point buyouts.
- ⊘ Please note that all credit card transactions in person or online will be subject to an administration fee of 4%.

## FUNDRAISING & VOLUNTEER

Our fundraising and volunteer requirement is set up to have all families participate. The fundraising dollar amount is dependent on their swimmer's level. The proceeds from these efforts are used to keep fees reasonable, reduce expenses, and keep our team travel active. We have to plan for success as well as the opposite so all families are required to provide post dated cheques that are returned or destroyed as the program operates.

Fundraising amounts will be **recalculated** after all the registrations are in and families will be advised if this amount changes. If you join the club mid season or change groups the amount will be adjusted or prorated. Please confirm with the fundraising ASAP if this happens.

If you are struggling to meet either commitment please reach out to the coordinators. We have systems in place to help but we need to know well in advance - please reach out as soon as you identify you have an issue meeting your commitment.

### Fundraising Program

Once again we are using a "build your own fundraising plan" model. Your fundraising levy is set by the group your swimmer is in, and you decide how you raise that total. On April 15th any fundraising dollars outstanding will be charged to your account, payment must be made prior to the May swim meet so your swimmer can compete.

Squad	Fundraising Levy
Diddy	\$100
Junior	\$200
Age	\$300
Youth	\$400
Senior	\$500
Junior Performance	\$600
Youth Performance	\$800
Senior Performance	\$900



---

Raffles	Distribution in November, draw date in December.
Lotteries/Stompede	Will know more if we receive these lotteries.
Swim A lot	ALL swimmers need to swim; not mandatory to raise money. Dollar for Dollar.
Sponsorship	Dollar for dollar in donations relevant to budget.

**Travel Voucher Raffle Tickets:** Our annual raffle runs in the fall with ticket distribution to take place in November and draw to take place in December. You can sell them on your own or there may be an option to book times at local businesses if enough families are interested in participating. You are responsible for returning ticket stubs and money before the due date. Failure to return the books will mean than future seasons you would pay for all the tickets in advance.

Contact for Raffle: Laura Renooy

**Lotteries / Stompede Shifts** Every season we apply for Dream Home, Cars for Christmas and Cash for Camping Lotteries. We have been selected for the Dream Home and Cash and Camping in the past but there is no guarantee we will be selected each year. Once we know which lotteries/activities we are selected for, the schedule will added to our website for signup online.

Contact: Laura Renooy

**Swim A Lot:** Each swimmer is required to swim but our new fundraising plan does not require everyone to fundraise for this event, unless you have decided to as part of your plan. You can fundraise online or in person. After the swim portion, the team hosts a potluck breakfast for swimmers and family members in attendance.

Swim A Lot Contact: Laura Renooy

**Sponsorship:** A great way to get your extra fundraising is to get sponsorship for the team. Please contact our Sponsorship Coordinator for details on what is available for sponsorship. If you own a business or have connections, reach out to our coordinator for details and our letter for businesses.

Sponsorship Coordinator contact:

## Volunteering

Our Club is growing and this is allowing us to host additional swim meets in our home pool. This is a benefit to parents as it reduces travel costs when meets are local but this means we need parents on deck to run these meets. We need all parents to take an active role to maintain the success of our home meets. Operation of the club is much easier if we all take on a few roles rather than a few taking on multiple responsibilities and communication is the key to the success. In addition to swim meets, our board is made up of parent volunteers. There may be additional help needed by parent volunteers throughout the year but this will be

It is expected that every swimmer has a parent volunteer at any swim meet we hosting that they are attending. If you are unable to volunteer during swim meets or are concerned about this commitment, please reach out to our volunteer coordinator, [volunteer@gppiranhas.com](mailto:volunteer@gppiranhas.com) . Availability will be confirmed

**Commented [JP1]:** Both of this may change if we wait until the parent meeting to talk about volunteering and fundraising.

via SurveyMonkey one month prior to Home Swim Meets and positions will be assigned by our Officials Coordinator.

A \$350 commitment cheque is required from each family at the start of the swim season. This cheque will be cashed in the event a swimmers representative does not show up to a committed volunteer event. If this cheque is cashed, a further \$350.00 cheque will be required to be on file before a swimmer will be allowed to participate at swim practices or compete at swim meets.

All families are expected to be available to help in some capacity if swimmers participate, failure to partake or communicate with our Volunteer Coordinator may result in a per session fine of \$100, relative to swimmer squad, to be charged at the end of the swim season. |

Commented [JP2]: Is this the formula?

Commented [AD3R2]: It was a \$100 per remaining points

Commented [AD4R2]: I am not sure

---

## MEET OFFICIATING IS MANDATORY – ALL PARENTS ARE REQUIRED TO ATTEND TIMER/STROKE TRAINING

Please note:

- You can have other people work shifts (members, family members etc) but we ask that this be arranged in advance of an event.

We understand that situations arise and volunteering may be harder than planned. If you are struggling, please reach out to the Volunteer Coordinator as they may have suggestions on what can be done.

Volunteer Coordinator: Reanne Talbot

## COMMUNICATION

**EMAIL:** primary mode of communication to the group. Please make sure your primary and secondary emails are correct in your web site login. You will receive many reminder emails from our web site when you have signed up for any meets or volunteer shifts.

**FACEBOOK GROUP:** Some emails are copied to the Facebook Group as well, and some discussions, questions and events are also posted there.

**NEWSLETTER:** Monthly emailed to the group. It includes important information for the coming months.

**SMS/TEXT:** Remind 101 sign up.

**WEB SITE:** All meets (home and away) are listed on the website, with meet package and sign up. All events and team function are listed on the website with applicable information.

### **PARENT MEETINGS:**

There is a mandatory parent meeting in September we ask one parent from each family attend. This is where we set the stage for the season and answer lots of questions. There are always changes and this is your best chance to get those questions answered by staff, board and our Head Coach. Watch for this date online and in your email.

May: Financial review and AGM prep meeting. This meeting is for members of the Grande Prairie Piranhas Swim Club Association. Membership is yearly and application forms are available at registration or at the office. There is an application process - it is not automatic. If you have questions please reach out to our association secretary at [secretary@gppiranhas.com](mailto:secretary@gppiranhas.com)

---

Group Meetings: Vital to get information relating to the group your swimmer is in. They occur periodically throughout the season.

---

## SPECIAL EVENTS

GPP holds many special events throughout the year. These events are organized entirely by parents and as such require many volunteers to make them successful.

**Awards Night:** Held at the start of the season to recognize accomplishments of the previous swim season.

**Octoberfest Swim Meet and Potluck:** A chance for us to celebrate the start of the year together, we host a potluck in the fieldhouse after a morning of swimming.

**SWIM A LOT:** This is another fundraiser that we use as a team building event. There are prizes for individuals as well as a potluck breakfast.

**Summer Sizzler Swim Meet and End of Year BBQ:** A chance for us to celebrate the year together, we host a potluck BBQ after a morning of swimming.

---

## MEETS

At the start of each season each family will receive a copy of the tentative swim meet schedule. This schedule indicates the meets that our swimmers may attend according to qualifying standards and swim group. Each meet has a purpose for the training cycle that the coach can and will review. Also to follow guidelines set by Swimming Canada and long term athlete development younger swimmers will not travel as far for meets as the older swimmers, and some will be restricted to only athletes with certain times. Any concerns or questions can be communicated with the coach by setting up a meeting or via email.

### MEET ATTENDANCE

Swim meets are great fun for the swimmer and the whole family!

Attendance at swim meets is encouraged as it provides an excellent opportunity for development of each swimmer's ability as well as builds team spirit.

Families will receive a meet invitation in their Teamunify (club website) account periodically. At this time it is the responsibility of the parent to indicate whether or not their child is going to the meet. Failure to notify the coaching staff may result in the swimmer not being entered.

Fees (Meet and Coaches fees) to be paid in advance at the office, by cheque, card or E Transfer . Upon acceptance to the swim meet the family assumes responsibility for all club expenditures involved with the organization of the swim meet (ex: meet entry fees, coach fees and group transportation), medical and emergency family reason NOT withstanding.

Swim Meets are sanctioned events of the Swim Alberta or Swim BC. There are rules governing the running of the meet and the officiating that the club must abide by.

There are a number of different events that swimmers enter and selection for these events is done by the coach, in consultation with the swimmer. Coaches will usually encourage swimmers to try as many different types of events as possible.

### MEET TRANSPORTATION

Our team can travel by group transportation, i.e. bus or van with large interest. If the team books group transportation for a meet, all swimmers attending the meet are encouraged to use the group transportation provided. **SWIMMERS WILL PAY THE TRANSPORTATION FEE REGARDLESS OF WHETHER THEY USE IT OR NOT.** Any parents using the group transportation will also pay.

---

If the parent scratches, removes the child from the meet after the deadline has passed, the swimmers account will be billed for entry fees and transportation fees to cover the clubs cost.

If the swimmer travels with the parent to the meet, the swimmers must attend the warm-ups at the designated time. If the swimmer is NOT there by the designated time they will be scratched from the competition.

If your child is placed on a relay you must stay for the session. How do you know if your child is on a relay? Even at a young age they are expected to talk to their coach first and understand when and where they need to be during a meet, this includes the relays as the decisions sometimes are not made until the morning of the meet.

Team Travel/Chaperone Arrival and departure for meets will be from the Eastlink unless otherwise notified. Please arrive 30 minutes prior to departure times as we have an obligation to arrive on time at our destination; therefore we will not wait for stragglers. The bus does not always stop on route so please be sure that your swimmers have food for the bus. Please make allowances for Alberta's weather and ensure your child is properly dressed.

On the occasion when the team does not use group transportation, it is possible carpool to the meet. On these occasions, the Piranhas Swim Club cannot condone the exchange of money by any part of the member's for transportation provided. The club will arrange transportation for the coaches. We recommend each vehicle that travels is equipped with a cell phone and has the other vehicles' numbers in case of emergency.

## CLOTHING AND GEAR FOR MEETS

Every swimmer is expected to wear team gear to, during and from the meets. We do not have a team swim suit so swimmers need to wear their team swim cap at all meets. Team Gear may be identified prior to a meet, but overall any GPP Team gear will suffice.

Reasonable precautions should be taken to minimize losses during swim meets. Clothes or other items should be kept locked in the locker room. If unable to lock personal items please have your child bring their belongings on the deck. Also, please label all items with your child's name to help minimize the loss of articles .

Other items such as caps, goggles, deck clothing, two to three towels, water bottle, proper snacks, blankets, music, cards, games, etc. should be sent to occupy idle minds during the swim meet. Parents please minimize electronic usage at meets.



---

## MEET OFFICIATING

In order to effectively run swim meets a variety of tasks and roles must be completed and filled. It is very important to have parents that are knowledgeable and experienced in ALL officiating positions, continued training help ensure parents are moving up in officials training. Information regarding the Official Certification System can be found on the Swim Alberta Website - <http://www.swimalberta.ca/officials/certification.htm>

Clinics are offered throughout the swim season and they are FREE. All parents will be notified of the dates, times and locations so they may attend and continue to upgrade their officiating qualifications. It is essential that you attend an officiating course early on in the swim season so that you can gain experience with that position through the season. Attendance at a clinic during summer will be credited to the following swim season. Often away meets need help with officiating and any clinic you take with our club is transferable to any meet in Canada.

### **Volunteering at Swim Meets:**

You must check in with our Officials Coordinator or designated check in official at least 30 min prior to the beginning of a meet session to register your commitment for that session. Not checking in means your shift will be replaced with someone else and you will be considered a no show. Reach out to the Officials Coordinator prior to the meet if you foresee an issue with attending.

Bringing family or friends to help with the swim meet can be great but they also need to attend clinics and receive certification for positions. Please contact the Officials Coordinator if you have family or friends wishing to help out to ensure they are qualified.

Our Volunteer Coordinator will request meet session availability one month prior to a home swim meet and our Officials Coordinator will assign positions based on need and availability. This will be communicated via email prior to the meet.

Officials Coordinator: Michelle Dawson

---

## PARENTS' PLEDGE AND RESPONSIBILITIES

It is the intention of this pledge to promote proper behavior and respect for all participants within the Association.

### CODE OF CONDUCT FOR PARENTS

1. I will act in a cordial and supportive manner at all club events.
2. I will refrain from expressing anger or displeasure at any child, official or coach no matter how unfair they may seem. All concerns will be brought to administration or board members so that it may be resolved.
3. I will act in the best interest of the club to promote the sport of competitive swimming and sportsmanship at all times.
4. I will be supportive and involved with club events, and more importantly with my child's development.
5. I will respect the decisions of the club and coaching staff.
6. I will remember that my child's swimming is for his or her enjoyment, not mine.
7. I will teach my child that doing one's best is as important as winning so that my child will never feel defeated by the outcome of competition.
8. I will make my child feel like a winner every time by offering praise for competing to improve oneself.
9. I will remember that children learn by example.
10. I will respect and show appreciation for the volunteers who give their time to our sport and swim club.
11. I will always set a good example.
12. I will honor the commitments to the club. Financial, Fundraising, as well as acting in my full capacity as an official.

---

## MEMBERSHIP/VOTING/BYLAWS

The non profit society that operated the GPPSC is led by volunteers in elected positions on the Board of Directors. They are bound by the bylaws in place to operate the club. These bylaws are available online for review.

The mandate for the board is set out by the bylaws and policies and procedures.

As members of the board they are trustees under the law and have a responsibility to oversee the conduct of the business, to monitor results and to endeavor to ensure that all major issues affecting the business and affairs of the organization are given proper consideration.

An Annual General Meeting is held each spring to vote on the yearly operational budget and elect new board members. All parent members are encouraged to attend and take part in this very important aspect of the club.

To become a voting member of the GPPSC you need to fill out the application form, submit it to the office with your dues. Then the application gets approved at the next board meeting. A complete list of active members is kept in the office along with the documents every member has access to bylaws, financials, policies, meeting minutes etc. Your membership is NOT automatic with your registration as per our bylaws.

Please consider your involvement at the board level. The GPPSC needs voices, opinions and leadership from members that are in all levels of our club so we can best serve the needs of group.

2020-2021 GPP Board

**Executive**

[executive@gppiranhas.com](mailto:executive@gppiranhas.com)

<b>President</b> <i>James Robinson</i> <a href="mailto:president@gppiranhas.com">president@gppiranhas.com</a>	<b>Vice President</b> <i>John Lindberg</i> <a href="mailto:vp@gppiranhas.com">vp@gppiranhas.com</a>
<b>Secretary</b> <i>Alison McCulloch</i> <a href="mailto:secretary@gppiranhas.com">secretary@gppiranhas.com</a>	Treasurer <i>Karri Robideau</i> <a href="mailto:treasurer@gppiranhas.com">treasurer@gppiranhas.com</a>

**Board of Directors**

[board@gppiranhas.com](mailto:board@gppiranhas.com)

<i>Erin O'Connell</i>	<i>Darin Wiegel</i>
<i>Katey Scully</i>	<i>Clayton Greber</i>
<i>Andrea Golany</i>	<i>Jennifer Rochon</i>
<i>Laura Renooy</i>	

**Chairs & Coordinators**

<b>Meet Chair</b> <a href="mailto:meetmanager@gppiranhas.com">meetmanager@gppiranhas.com</a>	<b>Social/Special Events Coordinator</b>
<b>Volunteer Points Coordinator</b> <a href="mailto:volunteer@gppiranhas.com">volunteer@gppiranhas.com</a>	<b>Fundraising Chair</b> <i>Laura Renooy</i> <a href="mailto:fundraising@gppiranhas.com">fundraising@gppiranhas.com</a>
<b>Officials Coordinator</b> <i>Angela Golany</i> <a href="mailto:officials@gppiranhas.com">officials@gppiranhas.com</a>	<b>Travel Chair</b> <i>Clayton Greber</i>
<b>Sponsorship</b> <a href="mailto:Sponsorship@gppiranhas.com">Sponsorship@gppiranhas.com</a>	<b>Welfare Director</b>

