

MAVERICK AQUATICS

Handbook



WELCOME!

We are happy that you have chosen to be part of our Maverick Aquatics team family. This handbook has been prepared to help you and your child succeed in this program. The handbook was designed to answer most of the common questions and to help you understand the philosophies of the team.

First and foremost, please don't be afraid to ask questions! The Coaches will be able to answer your questions regarding your child's swimming development, and the Team Administrator will be able to answer all of your questions from a parent and administrative perspective.

Supporting your child in swimming can be a very rewarding experience. The more involved you are, the greater the benefits will be. You may soon find yourself cheering at competitions, timing during meets, or becoming a USA Swimming official. Whatever your role, your child's experience has much to do with your positive support. Please reach out to other parents and set up some time to talk with your child's coach. We're all working towards the same goal: to provide your child with the best possible experience in swimming.

MAVS TEAM - Coaches and Staff

All MAVS coaches must meet the high criteria set forth by USA Swimming. Each coach has completed safety, education and background screening requirements which must be kept up in good standing with USA Swimming. All MAVS coaches are ex-competitive swimmers who have competed at the college level.

Ed Stehlin – Head Coach/Elite: estehlin@coloradomesa.edu

Michael Carricato - Gold Group Coach: michael.carricato@gmail.com

Kristen Peterson – Cardinal/Black Group Coach: kipeters@mavs.coloradomesa.edu

Megan Takakura - Black/White Group Coach: meg.takakura@gmail.com

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Jackie English -- On deck volunteer coach: jjpn970@gmail.com

Cami Kidd – Team Administrator: camikidd@gmail.com

THE BENEFITS OF SWIMMING

Swimming is a reflective and empowering sport that encourages swimmers to think as well as act. On this team, we work on developing mind, body and spirit. All team members will be taught the fundamentals of each stroke, how to improve on those skills, and the value of teamwork and sportsmanship. In addition, swimmers will develop self-esteem, confidence, time management skills, regard for others, and much more. They will learn how to adjust to success and failure, pressure and stress, which help them to develop courage, perseverance, and a positive attitude.

The camaraderie among swimmers is unique, and many swimmers become lifelong friends. One of the greatest benefits your child will gain from participating in an organized swim program is the life skills they will develop. Your child will reap the benefits of swimming long after their competitive participation ends.

ABOUT MAVERICK AQUATICS

Maverick Aquatics is a non-profit organization working with youth from throughout the Grand Valley. MAVS are a year-round competitive swim program where your children will learn solid work habits which prepare them for the challenges of life. The MAVS team has coached athletes who have competed in local, state, zone and sectional meets with the potential for developing National and Olympics competitors.

Maverick Aquatics is an independently-operated non-profit organization, which is owned by the Colorado Mesa University (CMU) Foundation. CMU supports our team by providing us with low cost use of the pool, and administration of monthly fees and meet dues. Maverick Aquatics is self-funded through monthly dues and annual fundraising.

The Parent Advisory Committee is a group of parent volunteers who meet monthly with the head coach. The goal of the Committee is to provide support to the MAVS swim team through open communication, discussion and implementation of ideas for improvement. They help administer the swim team program so that the coaches can devote their full attention to the teaching and coaching.

OUR WEBSITE: www.maverickaquatics.com

The Maverick Aquatics website has lots of information. Much of our communication will come through email and our website. You can also follow us on Facebook. New parents will receive an email regarding your personal password to the system. Once logged in, you can find out about:

- Upcoming events: Meets, Social gatherings, and Volunteer opportunities
- Practice Times and Swim Lessons
- Meet Results
- Time Standards for the Championship Meets: Western Slope; Long and Short Course State; Silver State; Sectionals; and Zones.
- Frequently asked questions
- Swimming Links
- News, which lists all recent emails and Newsletters
- Information on your account
- Contact us

You can also follow us on **Facebook**: <https://www.facebook.com/pages/Maverick-Aquatics/155787124494518>

USA SWIMMING - Card Registration

Mavericks Aquatics is part of USA Swimming, which is the national governing body for the sport of swimming. All swimmers are **required** to have an annual USA Swim card, even if they do not intend to compete. This card will provide insurance coverage to both the team and swimmer during participation times of swimming; practice and swim meets. It also gives them the opportunity to qualify for and compete in USA Swimming sanctioned meets - Zones to Olympic Trials. They are eligible to participate in local and national swimming camps. Swimmers will be able to track their times and improvement throughout an extensive times database. It also provides them with a subscription to the award-winning Splash Magazine.

USA Swimming has annual fee, which for 2014 is \$60. New swimmers will need to submit a registration form and fee immediately upon joining the team. Renewals are collected each October for the following year. The fee must be paid to Maverick Aquatics and accompanied with the registration form.

PRACTICES

Swim practice is the most important facet of our program. Although competition is the test of a swimmer's ability, practice is where the potential and foundation for achievement is established. Practice schedules vary by group and season. Please see our website for current practice times. Swimmers are expected to attend practice as often as possible in order to give themselves a chance to achieve their full potential as a swimmer. There is no minimum practice requirement; of course, the more your swimmer attends the faster they will progress!

The swimmer's attitude towards practice will determine to what extent he or she will benefit. We hope that all the swimmers ENJOY practice as well as learn stroke proficiency, and that they are eager to attend practices.

Swimmers should be on the pool deck, ready to swim with equipment in hand, at least 5 minutes prior to the time that practice begins. Parents are not required to stay during practice, but must be available by phone in the event of injury or discipline issues. We encourage parents to stay and watch their swimmer, and get to know the other parents in the stands. Think about coming to practice every once in a while – even just for the last 20 minutes. It will mean so much to them, and give you a lot to talk about.

TALKING TO THE COACHES DURING PRACTICE TIME: During practice it is very important that the coaching staff be able to focus all of its attention on the swimmers and their development. Therefore, we ask that parents sit in the stands, and not talk with the coaching staff while practice is in progress. The coaches are available to discuss any issues parents may have after practice has finished. Please feel free to email coaches to set up a mutually convenient time.

In practice the focus is on three main areas: 1. Fitness, 2. Stroke work, and 3. Speed. Swimmers will practice all four of the competitive strokes (butterfly, backstroke, breaststroke, and freestyle). Swimmers are taught the fundamentals of starts, turns, and finishes. Good sportsmanship and respect for others are stressed. Dry land practices may also be included as a part of the training program. Other important aspects addressed for success in swimming are mental toughness, preparation, strength, flexibility, and nutrition.

PRACTICES: Expectations of swimmers before and during a practice

1. Swimmers should “fuel up” their bodies with a healthy snack before practice.
2. Be on deck a minimum of 5 minutes in advance of practice.
3. Pick-up the necessary equipment prior to the practice start time.
4. Please refrain from goofing around on deck - Swimmers must act responsibly for their own safety and for the safety of others.
5. Bring a positive attitude, including the willingness to learn and desire improve.

PRACTICES: Necessary Items for each Practice

All swimmers will need to have the following equipment for all practices:

1. **Swimsuit.** Practice suits do not need to be our MAVS competition suits. Most of our male swimmers wear “jammers” (similar to bike shorts) rather than baggy board shorts. For females, one-piece swimsuits should be worn in any color. The suit should be relatively snug to reduce drag, and remember that suits will stretch with wear. Rinsing suits out and spinning dry after each use can prolong their lifetime.
2. **Goggles.** Must be worn to keep swimmers eyes healthy. Good quality goggles are worth the investment since cheap goggles leak and fog badly. Speedo® Youth Vanquishers are a favorite among the coaching staff, and can be purchased at the CMU Rec Center front desk.
3. **Cap.** Team caps can be purchased at the CMU Rec Center front desk. Girls with longer hair will want a swim cap. Many of our male swimmers also wear caps to prevent wear and tear on their hair, but this up to the swimmer.
4. **Water bottle.** Hydration is an important aspect of training, and it is recommended that all swimmers bring a water bottle.
5. **Fins and kickboards (and some groups use pull-buoys).** CMU has a variety of kickboards and fins available for team use. Most swimmers opt to purchase their own fins so they can ensure the best fit and most comfortable fins.

PRACTICES: GROUPS AND TIMES

Please refer to the website for the current practice times.

Practice groups are arranged by ability. Coaches will evaluate each new swimmer and place them in the appropriate group for their skill level. It is ultimately up to the coaches to decide when it’s time for a swimmer to move up to a faster group.

PRACTICES: Dryland Workouts

Gold and Elite groups have a dryland routine specially developed by their coaches. This program is designed to aid in strength, conditioning, flexibility, and body awareness. The coaching staff firmly believe that a large part of swimming success is due to work outside of the pool which gives them a tremendous power and speed advantage, and will serve them well in terms of overall health long after they have finished swimming.

PRACTICES: LOCKER ROOM AND LOCKERS

MAVS coaches are not in charge of supervising swimmers once they have entered the locker rooms. Individual families must be responsible for their own swimmer in the changing areas. Locker rooms should be used quickly and left in the same state in which they were found. No cameras, camcorders, or cell phone recording devices may be used in the locker room.

Lockers at CMU may be rented by the semester or year. Rental includes towel service. See the front desk for more information and availability.

SWIM MEETS

You must be registered with USA Swimming in order to compete in a sanctioned swim meet. The meet schedule is available on the Maverick Aquatics website - please add the dates to your calendar and plan on attending. We encourage all our swimmers to swim in meets, but there is no requirement to compete or travel to meets. It is also an option to compete in only one day of the meets instead of all days.

There are two main swimming seasons: the short course (25 yards) season runs from September to March, and the long course (50 meters) season is April to August. Most of our regional meets are swum in 25 yard pools.

SWIM MEETS: SCHEDULE OF UPCOMING MEETS AND MEET INFORMATION

Please see our website for information on all upcoming swim meets. All meets will have an information sheet as well as an online sign-up page for your swimmer. The information sheet will provide the background information including the pool address, times for warm-ups, age groups for the meet, awards, event fees, the order of events, maximum number of events per day, and if it is a multi-day meet, which events are swum on each day.

SWIM MEETS: SIGNING UP FOR A MEET

Parents will receive reminder emails of upcoming meets, including deadline dates for signing up. ALL swimmers must declare on the website whether you will or WILL NOT attend each swim meet. It's a quick and easy click if you do not want to attend. In order to swim in a meet, you must sign up on our website prior to the deadline date. Swimmers should talk to their coach about what events to swim. For more information on how to sign up for meets, there is a short video posted on www.maverickaquatics.com under "Links".

When signing up for a meet, you may also include a note with information that the coach may need to know... i.e. "Joe has to leave at 9:30" or "Joe really wants to swim the 100 IM." Coaches have final say and approval of their swimmers' events.

SWIM MEETS: Time standards

At some swim meets there are specific time standards that swimmers must achieve in order to compete. The faster the times, the more advanced the meets are. On the meet sign-up page, swimmers will be allowed to sign-up for ONLY those events in which they have made the qualifying time. The time standards are posted on the Maverick website, www.maverickaquatics.com and can also be found at www.coloradoswimming.org.

SWIM MEETS: Relays

A relay is a team race consisting of 4 swimmers, who swim one after the other in the same lane. In a Freestyle Relay the four swimmers swim freestyle. In a Medley Relay each swimmer does a different stroke in this order: backstroke, breaststroke, butterfly, freestyle. A 100 relay means that each swimmer swims a 25 (4 x 25 = 100). A 200 relay means each swimmer does a 50. Relays can be up to 800 yards, with each swimmer doing a 200.

Coaches assign relay teams by using a combination of swimmers that best meet the needs of the team. Parents should understand that relay assignments will change throughout the season. Assignment on a relays will vary based on swimmers performances at practice, attitude, and other team dynamics.

If you know that you may arrive late or may not be able to stay for the entire meet, please inform your Coach, so that relays may be planned appropriately.

SWIM MEETS: ENTRY REPORT AND PSYCHE SHEETS

After the meet entry deadline, you will receive an email with the meet Entry Report. This is a listing of all team swimmers participating in the meet, the events they have been entered in, and total fee amount. You will need to check the events, and if any revisions need to be made, contact the Team Administrator. A few days prior to the meet, you will receive an email with the Psyche Sheet. This is a listing of every swimmer entered into each event, and their entry times. If your child does not have an entry time for an event, they will be entered as NT (no time).

SWIM MEETS: PAYMENT OF MEET FEES

The meet fees you pay to swim in a meet will vary with each meet. The cost is designated by the hosting team and can be found in the meet announcement. Fees for relays are paid by the MAVS. All meet fees must be paid in advance of the meet. They are payable at the CMU front desk in a Maverick Aquatics envelope. Please check the meet information for the cost per event and any additional meet fees. Once entries have been sent to the host team, families are responsible for payment of fees, even if they do not attend the meet.

SWIM MEETS: HEAT SHEETS

All racers (and parents) will need to know what event, heat and lane they are swimming in. This information is found on the Heat Sheet. Whenever possible, heat sheets are emailed and posted on the website in advance of the meet. You can find them by clicking on the meet/event and looking at the forms/documents provided there. Many of the Western Slope League meets will post them on www.westernslopeleague.org. Some teams will have heat sheets for sale at the meet. Swimmers will likely want to write the event/heat/lane on their arm/leg in Sharpie so they know where and when they will swim.

Many meets utilize a free app for smart phones called "Meet Mobile." This app lists all teams, swimmers, and events, including heat and lane information. During a meet, results are posted to Meet Mobile as soon as they are finalized.

SWIM MEETS: WHAT TO BRING - WHAT TO DO

What to bring to a meet:

- 2-4 towels
- Drinks- water or sports drinks (coolers are allowed on most pool decks)
- Snacks – energy foods, fruits, veggies, sandwiches, etc.
- Swimsuit
- Team swim cap
- Goggles
- Warm clothes and team t-shirt
- Footwear (sandals, flip flops). Footwear is required outside the pool deck and locker rooms.
- Games, books, cards, etc.
- Camera
- Chairs for parents

Before the Meet Starts

- Arrive at the pool 15 minutes before the scheduled warm-up time.
- Encourage your parents to find the “MAVs Parents Section” in the stands. Often parents will bring chairs for themselves (the cloth ones that sling over your shoulder). Team camaraderie is for parents as well as swimmers.
- If you haven’t printed a heat sheet in advance of the meet, purchase one upon arrival at the pool. Highlight heat sheets for your swimmer’s events.
- Write your swimmer’s events/heats/lanes on your leg or arm with a Sharpie, if they choose.
- Swimmers should check in with the coach to let them know you have arrived.
- Gather with your teammates in the area designated for the MAVS swimmers.
- Warm up with the team. Coaches will let you know what lane you are in for warm-up.

During the Meet

- Swimmers should stay in or close to team area.
- Stay warm, hydrated, and nourished.
- Listen and watch for your event, and be ready to swim with goggles in hand. It is ultimately the swimmer's responsibility to get to the blocks on time.
- Check in with the coach before each event.
- Swim each race FAST!
- Check in with coach after event. Cool down as directed by your coach.

SWIM MEETS: TEAM ATTIRE

Although it is not required, we encourage all swimmers to wear a team suit. It is a requirement that all wear team swim cap. We also encourage our swimmers to wear team t-shirts.

Team Swimsuits: Team orders for swimsuits are placed twice a year, but you can order suits at any time through our MAVS website, under our Partners MI Sports (<http://www.swimmisports.com/>) At the site, click on "Team Store" and then select our club team. The password is "mavericks" to enter that site. They have a wide variety of swim apparel and equipment.

Team T-Shirts: We place orders for team t-shirts every fall. We order shirts in bulk so you can outfit your whole family! T-shirts are available for purchase at the front desk of the rec center. You can also use our custom t-shirt website at any time: <http://www.mylocker.net/colorado/grand-junction/maverick-aquatics/index.html> and enter our 'locker door #': em472 You can also access this site directly from the Maverick Aquatics website. Their link is located under the "Partner" section on the left hand side of the home page.

Team Swim Caps: Maverick Aquatic caps can be purchased at the front desk of the rec center.

SWIM MEETS: My swimmer's times

It is helpful during a meet for parents to keep track of their swimmer's times on the heat sheet. You'll be able to watch them improve throughout the season! During swim meets, swimmer's results for each event are posted on the posting wall for the duration of each swim session. In many meets, results are also posted on "Meet Mobile," a web app for smart phones. This app is free, and will list all swimmers times, splits, and place results.

After a meet, results are posted on our website, www.maverickaquatics.com. After you sign in, there is a link on the left that says, "My Account" and then, "My Meet Results". Click on My Meet Results to get results from all the meets your swimmer has participated in. You can search for specific meet results, or by event.

SWIM MEETS: Travel to away meets

Transportation to and from out of town meets is the responsibility of the swimmers and their families. At away meets we are usually asked to provide a few timers, so please consider volunteering. We encourage all parents to sit together at away meets. This helps us keep track of our swimmers and also provides a great cheering section.

Please be respectful to other teams by cleaning up all trash before leaving. Leave the MAVS area completely clean!

See more details on our **Travel Policy** in the Addendum at the end of the Parent Handbook.

FINANCIALS:

FINANCIALS: MONTHLY DUES

| | |
|--------------------|-----------------|
| Maverick Elite: | \$120 per month |
| Maverick Gold: | \$90 per month |
| Maverick Cardinal: | \$75 per month |
| Maverick Black: | \$60 per month |
| Maverick White: | \$60 per month |

This means that the cost per session when starting in White group is \$5.00 per hour for 3 hours per week. In the Elite Group where you train 14 hours per week, the cost is only \$2.15 per hour. Your child is coached by a paid professional, not a volunteer.

Swimmers are required to pay monthly swim team dues, which are used to pay for coaching salaries, coaches travel to away meets, equipment, technology, pool maintenance and much more. Monthly dues are required to be paid on the 15th of each month. You pay these dues to the front desk staff at the Rec Center. You may pay with cash, check or credit card. There are 4 weeks of breaks planned throughout the year (one week in March, one week in December and two weeks in August). Because of that, dues will not be collected on August 15th. That month will be **free**. March and December dues will be charged at full price. If the 15th falls on the weekend or holiday, you may pay either the Friday before or the Monday after the date.

FINANCIALS: FUNDRAISING

To enable the Maverick Aquatics meet their financial obligations, all families are responsible for helping with the fundraising activities. As a club team, there are many expenditures that monthly dues just don't cover. These funds will help support coaches training, coaches travel, technology, pool costs, swim equipment, website annual renewal, and much more. The donations help Maverick Aquatics continue to provide great coaching and an amazing facility that our swimmers participate in.

The team requires families to pay a \$100 annual fundraising fee per swimmer. (The first two children are required to pay the full \$100.00. Each additional sibling will be \$50.00.)

EXPECTATIONS OF OUR SWIMMERS

We expect all Maverick Aquatics swimmers to conduct themselves in a considerate, respectful and appropriate manner with all teammates, coaches, staff, and other patrons using the pool. Appropriate conduct is expected in the pool, on deck, in the locker rooms, the lobby areas, and surrounding grounds. If damage to the pool or disruptive behavior occurs, disciplinary action will be initiated. Parents will be responsible (financially or otherwise) for any damage caused by their swimmer.

MAVS SWIMMERS CODE OF CONDUCT

1. I will do my best to listen and learn from my coaches.
2. I will actively participate in all team practices, competitions, fundraising events and other team activities.
3. I will be on time for workouts, competitions, and team events.
4. I will show respect at all times to the team members, coaches, competitors, officials, parents and the facilities.
5. I will demonstrate good sportsmanship during all practices, meets, and team activities.
6. I will be modest in victory and gracious in defeat.
7. I will refrain from foul language, violence, behavior deemed dishonest, discourteous, disrespectful, or offensive to others.
8. I will support and encourage all my teammates.
9. I will talk openly with my coaches about my progress and what I can do to improve.
10. I will encourage my own parents and family to engage in good sportsmanship.
11. I will remember that not only do I represent myself, but I also represent Maverick Aquatics, my family, and my coaches at practices and meets.
12. I will have fun!

FAMILY MENTORS

Swimming can be an overwhelming sport for new families. Because of this, we offer a new family mentor program. If you would like, we will pair you with another Maverick family to help you through the first few months of swimming. They will be available to answer all of your questions. Most importantly, they will be available to help you through your first swim meet.

PARENTS ROLES AND EXPECTATIONS

The greatest contribution you can make to your swimmers progress is to be a loving, supportive parent. The coach's job is to motivate and constructively help the swimmer achieve his/her goals in swimming. It is the parent's job to supply the love, recognition, and encouragement necessary to make the child work harder in practice, which in turn gives him/her the confidence to perform well in competition.

We expect the swimming experience to be fun for you too. Parents enjoy the camaraderie of being on a team. You'll be excited and shocked to see how much your child will improve.

We expect parents to be welcoming of others parents and supportive of all our swimmers. At practices, if you see someone in the stands that you don't know, introduce yourself. Invite other parents to sit with you. Ask if they have any questions. At meets, we encourage all parents to sit together so we have a "cheering section."

WHY ALL PARENTS NEED TO VOLUNTEER SOME TIME

Behind every successful swim team is a group of individuals who raise money, fill out forms, punch stopwatches, keep records, run meets, organize food, officiate meets, etc. This is accomplished through swim team parent volunteers. Being a swimmer means a commitment of family members to share in the success of our team. Most parents enjoy the swimming experience more fully if they actively volunteer to be involved in as many ways as possible.

All parents are asked to help at home meets. Examples of ways to volunteer include: timing at swim meets; organizing team building events; coordinating hospitality meals; or becoming a stroke and turn official through USA Swimming.

Maverick Aquatics will host several meets a year that are big fundraisers for our team. It takes every member of our team to operate and provide a quality meet for our visiting teams. Please plan to volunteer for at least two - three sessions on the weekends we host meets. No experience is necessary for most of the positions. Many volunteer positions are located on the pool deck and provide a great view for watching your children swim. Signing up is easy, and quickly done through our Maverick Aquatics website (www.maverickaquatics.com).

COMMUNICATION WITH PARENTS

The Team Administrator sends out frequent emails with important updates and information. The Administrator also prepares and emails our monthly newsletter which highlights our team successes, upcoming dates, group updates and swimmers of the month. Our website (www.maverickaquatics.com) holds a wealth of information about the team.

The best communication comes through active parental involvement. Parents who volunteer to help before, during, and after swim meets and who participate in other swim team activities tend to be much more informed about the team than parents who do not participate.

Questions or discussions with the coaches should happen outside of practice times. Coaches are generally available to talk immediately after practices. Also feel free to contact your group coach to set up a mutually convenient time to talk. Their email addresses have been listed previously.

OTHER TIPS FOR A GREAT SEASON: For Parents by Parents

Encouraging your child

Swimming is a fun family sport – but it is also a challenging sport. Perseverance is key! Encourage your children, be actively supportive and enthusiastic. Your presence in the stands is more important than you may imagine.

Where can I park?

The best place to park is in the underground parking garage on 12th Street located across from Albertsons. No parking permit are required after 4 pm. All other parking areas surrounding the rec center require parking permits up to 6 pm and if you park in these areas before 6 pm, you may be ticketed.

Am I as a parent able to use the rec center/pool facilities during practice?

There are many opportunities at the rec center facility for parents to participate in. Consult with the front desk of the rec center for pricing and available options. Parents must pay to use the facilities.

Health and Diet

Swimming and training are strenuous and the body utilizes a significant amount of calories. Proper nutrition can improve performance. As a swimmer moves from one level to the next and workouts are harder and longer, expect an increase in appetite.

Swimmers should eat a pre-practice snack. After completing workout, try to eat a healthy snack or meal within 20 minutes.

Drink plenty of fluids! Keep a fluid bottle by the side of the pool when working out and drink between sets. Avoid carbonated, full-sugar drinks and caffeinated beverages.

SWIMMING STROKES AND RELAYS

There are four competitive strokes, which are combined in the Individual Medley:

1. **Freestyle** – The competitor may swim any stroke he or she wishes. The stroke most commonly used is the crawl, which is characterized by the alternating overhand motion of the arms and an alternating (up & down) flutter kick. On turns, some part of the swimmer must touch the wall. Most swimmers do a flip turn and touch the wall with their feet.
2. **Backstroke** – This stroke consists of an alternating motion of the arms with a flutter kick while on the back. On turns, the swimmer must touch the wall while on their back. This may be executed by doing a back flip turn (touching with their feet) or simple by staying on the back, touching with their hand, and then turning.
3. **Breaststroke** – This stroke requires simultaneous movement of the arms in the same horizontal plane. The hands are pressed out from the breast in a heart shaped pattern and recovered under or on the surface of the water. The kick is a simultaneous thrust of the legs called a “frog” or breaststroke kick. **No Flutter or dolphin kicking is allowed.** On turns and at the finish, the swimmer must touch the wall with both hands simultaneously. Swimmers are allowed only one underwater pull off the start and turn.
4. **Butterfly** – This stroke requires simultaneous overhead stroke of the arms combined with a dolphin kick. In the kick, **the swimmer must keep both legs together and may not flutter, scissors, or use the breaststroke kick.** On turns and at the finish, the swimmer must touch the wall with both hands simultaneously.
5. **The Individual Medley** – commonly referred to as the I.M. This race features all four strokes. In the I.M., the swimmer starts with the butterfly, then changes after one-fourth of the race to the backstroke, then the breaststroke and finally freestyle. The swimmer must touch the wall with their hand for the backstroke to breaststroke transition.

Relays: Team event which vary in length from 100, 200, 400 to 800 yards.

1. **Freestyle Relay** – This event consists of four freestylers, each swimming one quarter of the total distance of the race.
2. **Medley Relay** – All four strokes are swum by a different swimmer. The first swimmer swims backstroke, the second breaststroke, the third butterfly and the final swimmer anchors the relay with freestyle.

Starts, Turns and Finishes: Many races are won or lost by swimmer’s performance in the start, turn or finish. At the start, the swimmer is called to the starting position by the official/starter who visually checks that all swimmers are motionless. When all swimmers are set, the starting horn is sounded to start the race. Fast flip turns, quick touch-and-goes and tight streamlines can improve a swimmer’s race times. Finishing strong to the wall and not gliding will also help improve race times.

Disqualifications (DQ's):

Our coaches work hard at every practice to ensure their swimmers understand all the rules and swim each stroke correctly. It takes a lot of time in the pool to perfect strokes and turns, so DQ's will happen to every swimmer!

The technical rules of swimming are designed to provide fair and equal conditions for competition and to promote uniformity in the sport. Each stroke has specific rules designed to ensure that no swimmer gets an unfair advantage. Trained officials observe the swimmers during each event to ensure compliance of the rules. If a swimmer breaks any of the rules, he/she will be disqualified. This means that the swimmer will not receive an official time and will not be eligible for an award for that event.

ADDENDUM A

Maverick Aquatics Travel Policy

“Team Travel – defined where teams travel together, stay together and the trip is designated as a ‘team trip.’” Susan Woessner, Athlete Protection Officer, USA Swimming

This Policy must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club. The Mavericks Head Coach is responsible for designating a team trip.

Section 1

Mandatory Compliance All Travel

- a) Club travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club prior to travel.
- b) Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered criminal background check.
- c) Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with an athlete (unless the coach is the parent, guardian, sibling, or spouse of that particular athlete).
- d) When only one athlete and one coach travel to a competition, the athlete must have his/her parents’ (or legal guardians) written permission in advance to travel alone with the coach.

Guidelines

- a) During team travel, when doing room checks, attending team meetings and/or other activities, two-deep leadership and open and observable environments should be maintained.
- b) Athletes should not ride in a coach’s vehicle without another adult present that is the same gender as the athlete, unless prior parental permission is obtained.
- c) During overnight team travel, if athletes are paired with other athletes they shall be of the same gender and should be a similar age. Where athletes are age 13 & over, chaperones and/or team managers would ideally stay in nearby rooms. When athletes are age 12 & under, chaperones and/or team managers may stay with athletes. Where chaperones/team managers are staying in a room with athletes, they should be

the same gender as the athlete and written consent should be given by athlete's parents (or legal guardian).

d) When only one athlete and one coach travel to a competition, at the competition the coach and athlete should attempt to establish a "buddy" club to associate with during the competition and when away from the venue.

e) To ensure the propriety of the athletes and to protect the staff, there will be no male athletes in female athlete's rooms and no female athletes in male athlete's rooms (unless the other athlete is a sibling or spouse of that particular athlete).

g) Curfews shall be established by the coaches each day of the trip.

h) Team members and staff traveling with the team will attend all team functions including meetings, practices, meals, meet sessions, etc. unless otherwise excused or instructed by the head coach or his/her designee.

i) The directions & decisions of coaches/chaperones are final.

j) Swimmers are expected to remain with the team at all times during the trip. Swimmers are not to leave the competition venue, the hotel, a restaurant, or any other place at which the team has gathered without the permission/knowledge of the coach or chaperone.

k) When visiting public places such as shopping malls, movie theatres, etc. swimmers will stay in groups of no less than three persons. 12 & Under athletes will be accompanied by a chaperone.

l) The Head Coach or his/her designee shall make a written report of travel policy or code of conduct violations to the appropriate club leadership and the parent or legal guardian of any affected minor athlete.

m) Prior to departing for a designated team trip, swimmers will be required to provide proof of insurance form, and a signed medical treatment authorization form. These forms will be in the possession of the coach (es) or board approved chaperone(s) for the duration of the event.

Appropriate Travel Behavior for Swimmers

- a) Be quiet and respect the rights of teammates and others in hotel
- b) Be prompt and on time
- c) Develop cell phone usage guidelines
- d) Develop computer use guidelines including social media
- e) Respect travel vehicles
- f) Appropriate clothing and dress will be worn during travel events
- g) Use appropriate behavior in public facilities

- h) Must stay in assigned hotel room
- i) Needs and wellbeing of the team come first
- j) No room service will be ordered without permission
- k) Swimmers responsible for all incidental charges
- l) Swimmers responsible for any damages or thievery at hotel
- m) Must participate in contracted group meals

Section 2

Financial Responsibilities for Designated Team Travel Meets

- a) When traveling to meets that require airfare and or ground transportation, the full amount of designated transportation or ticket cost will be collected when tickets are purchased. These amounts are not refundable. The attendee owns the ticket at that time, not Maverick Aquatics. If the attendee cannot attend the event it is their responsibility to work with the transportation provider on any residual value the ticket may have. The cost of the coach(es) and any board approved chaperone's transportation, will be divided evenly between swimmers attending the event. When directed by the head coach swimmers may purchase tickets individually but will still be required to travel as a member of the team. Athletes under 18 years of age will be required to travel with a parent, coach or chaperone and still bear equal responsibility for the coach(es) and or chaperone(s) transportation cost.
- b) Travel payments made to the team on behalf of a swimmer will be by check or cash. Checks will be made payable to "Maverick Aquatics".
- c) Athletes electing to travel to designated team travel meets will be provided with an estimated cost of meals, incidentals and lodging including their share of the coach/coaches or board approved chaperone's cost. Each attendee will pay this estimated cost one-week prior to the departure date of the trip. The coach will make every effort within the travel policy and guidelines to economize rooms, rental cars, and any other expense reasonable. Rooms will be reserved 4 people, 2 to bed occupancy within all applicable travel policies and codes of conduct.
- d) All necessary expenses will be purchased utilizing the Maverick Aquatics credit card including transportation, lodging, meals and incidentals.
- e) Upon completion of the trip the coaching staff or designated chaperone will provide a detailed expense sheet to each attendee and insure the expense sheet is posted under the "Documents" tab on the Maverick Aquatics website within 10 business days. The total of these expenses including the coach(es) and board approved chaperone(s) cost will be divided evenly between attendees. Any surplus funds collected prior to the event will be distributed evenly between attendees within 10 business days of posted detailed expense sheet. Any deficiency of funds collected prior to the event will be divided evenly between attendees and due within 10 business days of the detailed expense report being posted.

Signature of Legal Adult/Parent/Guardian

Date

Section 3
USA Swimming Code of Conduct

- a) Team members will display proper respect and sportsmanship toward coaches, officials, administrators, teammates, fellow competitors and the public at all times.
- b) Team members and staff will refrain from any illegal or inappropriate behavior that would detract from a positive image of the team or be detrimental to its performance objectives.
- c) The possession or use of alcohol or tobacco products by any athlete is prohibited.
- d) The possession, use, or sale/distribution of any controlled or illegal substance or any form of weapon is strictly forbidden.
- e) No “deck” changes are permitted. Athletes are expected to use available change facilities.
- f) Team members are reminded that when competing in meets, traveling on trips, and attending other meet-related functions, they are representing both themselves and the Maverick Aquatics program. Athlete behavior must positively reflect the high standards of the club.
- g) Swimmers are to refrain from inappropriate physical contact at team activities and events.
- h) Swimmers are to refrain from using inappropriate language.

Failure to Comply

Failure to comply with the Honor Code as set forth in this document may result in disciplinary action. Such discipline may include, but may not be limited to:

- a) Dismissal from the trip and immediate return home at the athlete’s expense
- b) Disqualification from one or more events, or all events of competition
- c) Disqualification from future team travel meets
- d) Financial penalties
- e) Dismissal from the team
- f) Proceedings for a LSC or USA Swimming Board of Review .

By signing below receipt is acknowledged and all parties agree to abide by Sections 1, 2 and 3 as well as the USA Swimming Article 304 attached.

Signature of Swimmer or (Coach/Chaperone)

Date

Signature of Parent/Guardian

Date

ADDENDUM B

USA SWIMMING CODE OF CONDUCT (EXCERPTED FROM 2010 USA SWIMMING RULEBOOK)

304.1

The mission of USA Swimming is to encourage participation and the pursuit of excellence in all aspects of swimming. USA Swimming grants the privilege of membership to individuals and organizations committed to that mission. The privilege of membership may, therefore, be withdrawn or denied by USA Swimming at any time where USA Swimming determines that a member or prospective member's conduct is inconsistent with the mission of the organization or the best interest of the sport and those who participate in it. In order to assist all members to better serve the interests of those who participate in swimming, USA Swimming has adopted this Code of Conduct.

304.2

Any member or prospective member of USA Swimming may be denied membership, censured, placed on probation, suspended for a definite or indefinite period of time with or without terms of probation, fined or expelled from USA Swimming if such member violates the provisions of the USA Swimming Code of Conduct, set forth in 304.3, or aids, abets or encourages another person to violate any of the provisions of the USA Swimming Code of Conduct.

304.3

The following shall be considered violations of the USA Swimming Code of Conduct:

.1 Violation of the right to compete provisions set forth in 301.1 through 301.4.

.2 Violations of the anti-doping provisions set forth in 303.3 or 303.4.

.3 Discrimination in violation of Part Five of the USA Swimming Corporate Bylaws or any other section of the USA Swimming Rules and Regulations, or in violation of Section 201(b)(6) of the Amateur Sports Act which requires that USA Swimming must provide: "an equal opportunity to amateur athletes; coaches, trainers, managers, administrators, and officials to participate in amateur athletic competition, without discrimination on the basis of race, color, religion, age, gender, or national origin".

.4 Conviction of, imposition of a deferred sentence for, or any plea of guilty or no contest at any time, past or present, or the existence of any pending charges, for (i) any felony, (ii) any offense involving use, possession, distribution or intent to distribute illegal drugs or substances, or (iii) any crime involving sexual misconduct.

.5 Any sexual conduct, advance or other inappropriate sexually oriented behavior or action directed towards an athlete by (i) a coach member or other non-athlete member, or (ii) any other adult participating in any capacity whatsoever in the affairs or activities of USA Swimming (whether such adult is a member or not). Any nonconsensual physical sexual conduct, or pattern of unwelcome advances or other sexual harassment in connection with or incidental to a USA Swimming-related activity by any person participating in the affairs or activities of USA Swimming (whether such person is a member or not) directed toward any member or other person participating in the affairs or activities of USA Swimming.

.6 The sale or distribution of illegal drugs or the illegal sale or distribution of any substance listed on Fine's recognized list of banned substances.

.7 The use of illegal drugs in the presence of an athlete, by a coach, official, trainer of, or a person who, in the context of swimming, is in a position of authority over, that athlete.

.8 The providing of alcohol to an athlete by a coach, official, trainer, manager or any other person where the athlete is under the legal age allowed to consume or purchase alcohol in the state where the alcohol is provided.

.9 The abuse of alcohol in the presence of an athlete under the age of 18, by a coach, official, trainer of, or a person who, in the context of swimming, is in a position of authority over that athlete.

.10 Physical abuse of an athlete by any person who, in the context of swimming, is in a position of authority over that athlete.

.11 Any act of fraud, deception or dishonesty in connection with any USA Swimming-related activity.

.12 Any non-consensual physical contact, obscene language or gesture, or other threatening language or conduct directed towards any meet official and which is related to any decision made by such official in connection with a USA Swimming-sanctioned competition.

.13 Action, other than through general advertising, by a coach, owner, officer, volunteer, representative, or employee of a swim club, or a USA Swimming or LSC employee, either through direct contact with an athlete or the encouragement of others, to recruit or otherwise encourage an athlete who is already a member of a USA Swimming member swim club to leave that club, unless the acting party receives prior written approval to recruit or encourage the athlete to change affiliation from the designated club representative of the athlete's existing USA Swimming-member swim club or contact is initiated by the athlete, the athlete's parent or authorized representative.

General advertising includes any information that is:

A Distributed to an identifiable general population where there is a reasonable expectation that the majority of that population are not current members of USA Swimming, or

B Placed in or on any item that is sold.

In the event of a violation of this section, a sanction may be imposed against any coach, owner, officer, volunteer, representative or employee of a swim club, or against any such club, or any combination thereof, as appropriate.

.14 Violation of any team misconduct rule as established by the USOC, USA Swimming, any Zone or LSC team authority.

.15 Any other material and intentional act, conduct or omission not provided for above, which is detrimental to the image or reputation of USA Swimming, a LSC or the sport of swimming.

ADDENDUM C

Action Plan of Maverick Aquatics the Club to Address Bullying Adapted from USA Swimming

PURPOSE

Bullying of any kind is unacceptable at Maverick Aquatics (the “Club”) and will not be tolerated. Bullying is counterproductive to team spirit and can be devastating to a victim. The Club is committed to providing a safe, caring and friendly environment for all of our members. If bullying does occur, all athletes and parents should know that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to tell a coach, board member or athlete/mentor.

Objectives of the Club’s Bullying Policy and Action Plan:

1. To make it clear that the Club will not tolerate bullying in any form.
2. To define bullying and give all board members, coaches, parents and swimmers a good understanding of what bullying is.
3. To make it known to all parents, swimmers and coaching staff that there is a policy and protocol should any bullying issues arise.
4. To make how to report bullying clear and understandable.
5. To spread the word that (Name of Club) takes bullying seriously and that all swimmers and parents can be assured that they will be supported when bullying is reported.

WHAT IS BULLYING?

The USA Swimming Code of Conduct prohibits bullying. Generally, bullying is the use of aggression, whether intentional or not, which hurts another person. Bullying results in pain and distress.

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

- i. causing physical or emotional harm to the other member or damage to the other member’s property;
- ii. placing the other member in reasonable fear of harm to himself/herself or of damage to his/her property;
- iii. creating a hostile environment for the other member at any USA Swimming activity;

- iv. infringing on the rights of the other member at any USA Swimming activity; or
- v. materially and substantially disrupting the training process or the orderly operation of any USA Swimming activity (which for the purposes of this section shall include, without limitation, practices, workouts and other events of a member club or LSC).

REPORTING PROCEDURE

An athlete who feels that he or she has been bullied is asked to do one or more of the following things:

- Talk to your parents;
- Talk to a Club Coach, Board Member, or other designated individual;
- Write a letter or email to the Club Coach, Board Member, or other designated individual;
- Make a report to the USA Swimming Safe Sport staff.

There is no express time limit for initiating a complaint under this procedure, but every effort should be made to bring the complaint to the attention of the appropriate club leadership as soon as possible to make sure that memories are fresh and behavior can be accurately recalled and the bullying behavior can be stopped as soon as possible.

HOW WE HANDLE BULLYING

If bullying is occurring during team-related activities, we STOP BULLYING ON THE SPOT using the following steps:

1. Intervene immediately. It is ok to get another adult to help.
2. Separate the kids involved.
3. Make sure everyone is safe.
4. Meet any immediate medical or mental health needs.
5. Stay calm. Reassure the kids involved, including bystanders.
6. Model respectful behavior when you intervene.

If bullying is occurring at our club or it is reported to be occurring at our club, we address the bullying by FINDING OUT WHAT HAPPENED and SUPPORTING THE KIDS INVOLVED using the following approach:

FINDING OUT WHAT HAPPENED

1. First, we get the facts.
 - a. Keep all the involved children separate.
 - b. Get the story from several sources, both adults and kids.
 - c. Listen without blaming.
 - d. Don't call the act "bullying" while you are trying to understand what happened.
 - e. It may be difficult to get the whole story, especially if multiple athletes are involved or the bullying involves [social bullying](#) or [cyber bullying](#). Collect all available information.
2. Then, we determine if it's bullying. There are [many behaviors that look like bullying](#) but require different approaches. It is important to determine whether the situation is bullying or something else.
 - a. Review the USA Swimming definition of bullying;

- b. To determine if the behavior is bullying or something else, consider the following questions:
- What is the history between the kids involved?
 - Have there been past conflicts?
 - Is there a power imbalance? Remember that a power imbalance is not limited to physical strength. It is sometimes not easily recognized. If the targeted child feels like there is a power imbalance, there probably is.
 - Has this happened before? Is the child worried it will happen again?
- c. Remember that it may not matter “who started it.” Some kids who are bullied may be seen as annoying or provoking, but this does not excuse the bullying behavior.
- d. Once you have determined if the situation is bullying, support all of the kids involved.

SUPPORTING THE KIDS INVOLVED

3. Support the kids who are being bullied
- a. Listen and focus on the child. Learn what’s been going on and show you want to help. Assure the child that bullying is not their fault.
- b. Work together to resolve the situation and protect the bullied child. The child, parents, and fellow team members and coaches may all have valuable input. It may help to:
- Ask the child being bullied what can be done to make him or her feel safe. Remember that changes to routine should be minimized. He or she is not at fault and should not be singled out. For example, consider rearranging lane assignments for everyone. If bigger moves are necessary, such as switching practice groups, the child who is bullied should not be forced to change.
 - Develop a game plan. Maintain open communication between the Club and parents. Discuss the steps that will be taken and how bullying will be addressed going forward.
- c. Be persistent. Bullying may not end overnight. Commit to making it stop and consistently support the bullied child.
4. Address bullying behavior
- a. Make sure the child knows what the problem behavior is. Young people who bully must learn their behavior is wrong and harms others.
- b. Show kids that bullying is taken seriously. Calmly tell the child that bullying will not be tolerated. Model respectful behavior when addressing the problem.
- c. Work with the child to understand some of the reasons he or she bullied. For example:
- Sometimes children bully to fit in or just to make fun of someone is a little different from them. In other words, there may be some insecurity involved.
 - Other times kids act out because something else—issues at home, abuse, stress—is going on in their lives. They also may have been bullied. These kids may be in need of additional support.
- d. Involve the kid who bullied in making amends or repairing the situation. The goal is to help them see how their actions affect others. For example, the child can:

- Write a letter apologizing to the athlete who was bullied.
 - Do a good deed for the person who was bullied, for the Club, or for others in your community.
 - Clean up, repair, or pay for any property they damaged.
- e. Avoid strategies that don't work or have negative consequences:
- Zero tolerance or "three strikes, you're out" strategies don't work. Suspending or removing from the team swimmers who bully does not reduce bullying behavior. Swimmers may be less likely to report and address bullying if suspension or getting kicked off the team is the consequence.
 - Conflict resolution and peer mediation don't work for bullying. Bullying is not a conflict between people of equal power who share equal blame. Facing those who have bullied may further upset kids who have been bullied.
- f. Follow-up. After the bullying issue is resolved, continue finding ways to help the child who bullied to understand how what they do affects other people. For example, praise acts of kindness or talk about what it means to be a good teammate.

5. Support bystanders who witness bullying. Every day, kids witness bullying. They want to help, but don't know how. Fortunately, there are a few simple, safe ways that athletes can help stop bullying when they see it happening.

- a. Be a friend to the person being bullied;
- b. Tell a trusted adult – your parent, coach, or club board member;
- c. Help the kid being bullied get away from the situation. Create a distraction, focus the attention on something else, or offer a way for the target to get out of the situation. "Let's go, practice is about to start."
- d. Set a good example by not bullying others.

Don't give the bully an audience. Bullies are encouraged by the attention they get from bystanders. If you do nothing else, just walk away.

I have read and understand the Bullying Policy.

Swimmer Signature

Date

Parent Signature

Date

ADDENDUM IV

USA Swimming Coaches Code of Conduct

1. Exemplify high standards and teach positive values, including responsible personal and social behavior.
2. Insist upon ethical conduct and good team sportsmanship through your positive actions as a coach/leader.
3. Treat your athletes and their parents with respect.
4. Maintain composure and monitor your body language.
5. Let the officials officiate.
6. Win and lose graciously.
7. Respect opposing coaches.
8. Serve as an advocate for drug-free sports participation and living.
9. Be neat, clean, and professional in your appearance.
10. Demonstrate a physically active lifestyle.