

BLUEFIN SWIM TEAM

Hand Book



PREFACE

The purpose of this handbook is to inform parents and swimmers, both present and potential, as to the purposes, goals, objectives, and functions of the Bluefin Swim Team. We hope you will read the manual carefully and determine your responsibilities as a parent or swimmer in order that you might best contribute to the total success of the swimming program.

THE BLUEFIN SWIM TEAM MISSION STATEMENT

Through quality swim instruction, an active parent advisory board, the support of the CPRD and our wonderful parent volunteers, the Bluefin swim team strives to offer your swimmer a positive learning experience in the sport of competitive swimming by building better health and minds.

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1. INTRODUCTION

The Bluefin swim team is a year-round, indoor competitive swim program sponsored by the Carrollton Parks and Recreation Department(CPRD). The Bluefin swim team is a Carrollton tradition that has provided quality swim instruction since 1968.

Competitions or swim meets for the team are scheduled and organized under the criteria set forth by USA Swimming, the national governing body for competitive swimming in the United States, GA Swimming, the governing body for all Local Swim Committees (LSC) in the State of Georgia, and the Georgia Recreation and Parks Association (GRPA), a non-profit institution that supports and promotes the recreation and park industries within the State of Georgia and, which our CPRD falls under.

The Bluefin swim team operates as a non-profit organization under the guidance of a voluntary Parent Advisory Board comprised of parents or legal guardians of swimmers on the team. The Board Members are elected by a majority vote of the team members present at the annual parent meeting in August and will be covered under the City of Carrollton's Liability Insurance by annual City Council approval.

The Bluefin swim team, and its activities, are governed by the policies established by the Carrollton Parks and Recreation Department Commission the governing body for the CPRD, the Bluefin swim team's by-laws, and the contents of this operational manual.

The Lakeshore Natatorium facilities are provided, and maintained by the CPRD. Additionally, the Bluefin swim team finances are governed by the Parent Advisory Board and administered by the CPRD. Financial support for the Bluefin Swim Team is derived from membership dues, revenues from home swim meets, the CPRD, and other fundraising events as approved by CPRD.

The Bluefin swim team does not discriminate based on race, color, religion, national origin, gender, age, or disability.

2. TEAM PURPOSE

The purpose of The Bluefin swim team is to foster the following:

1. To help build and maintain physical fitness.
2. To provide the opportunity for everyone to learn and develop the basics of competitive swimming to his or her fullest potential.
3. To promote the sport of competitive swimming in our state and region.
4. To promote good sportsmanship and teamwork.
5. To encourage friendship between our swimmers and among other teams.
6. To develop confidence, self-discipline, dedication, and leadership qualities in all of our swimmers.

3. ORGANIZATIONAL STRUCTURE

The organizational structure for The Bluefin Swim Team is as follows:

Carrollton Parks and Recreation Commission
CPRD Director
CPRD Athletic Superintendent
Head coach
Coaching Staff
Parent advisory board

4. PARENT ADVISORY BOARD

The Parent Advisory Board is comprised of Six (6) volunteer members who are parents or legal guardians of active swimmers on the team and the junior and senior athlete representative. Board meetings are held bi-monthly, and the Board Members serve in the following positions:

President
Vice President
Secretary
Concessions Coordinator
Hospitality & Special Events Coordinator
Volunteer Coordinator
Swimmer Athlete Representative

The head coach is also a voting member of the Parent Advisory Board.

The primary purpose of the Parent Advisory Board is to support the Bluefin Swim Team at the CPRD. This includes supporting CPRD management, coaches, swimmers and families within the Bluefin Family. This support includes communication, aiding in hosting swim meets, planning social events, and organizing parent volunteers. The Parent Advisory Board members will lead sub-committees of certain areas within the CPRD Bluefin swim team.

The President, Vice President, and Secretary comprise the officers of the Board.

The standard term for a Board Member is two (2) years. Board Members may serve for two (2) consecutive terms or up to four (4) years. Board Members serving for two (2) consecutive terms are required to take a one (1) year break from service before being eligible for nomination for a 3rd term of service to the Parent Advisory Board. For the purpose of the Parent Advisory Board, a year of service begins on October 1 and ends on September 30 of the following year. All board members are voted on at our Annual Parent meeting in August.

In addition, at the discretion of the President and the head coach, certain board members or parent volunteers may perform additional job duties for the team such as the Director of Recruitment and

Retention, Swim Meet Administrator (including Clerk of Course, Meet Manager Clerk, and Scoring Clerk), Swim Meet Director, USA Swimming Safety Coordinator, and Volunteer Coordinator.

5. BOARD MEMBER JOB DESCRIPTIONS

President

- Must be a second-year Board Member.
- Must work closely with the head coach to coordinate different aspects of the team and its activities.
- The ability to commit an average of 2 to 10 hours per month.
- Maintain a professional relationship with coaching staff, parents and swimmers.
- Be a liaison between the team and the CPRD.
- Notify all board members of the bi-monthly Board Meeting one week in advance.
- Will work with the head coach to provide an agenda for each monthly Board Meeting and forward a copy to the CPRD Director before each meeting.
- Lead the monthly Board Meeting.
- Coordinate the efforts of all board members so that all team activities scheduled during the year are accomplished as necessary.
- Coordinate the efforts of all board members to ensure that home swim meets are run efficiently and successfully.
- Work with the head coach and CPRD to establish the yearly budget.
- Provide conflict resolution for the team based on the guidelines set forth in the Operational Handbook and Bylaws.
- Coordinate with the head coach a Succession Plan for future Board members and team leaders.
- Promote overall good will and communication for the team.

Vice President

- Assist the President and head coach as needed in all areas.
- Prepare an Agenda and lead the monthly Board Meeting in the absence of the President.
- Act as ex-officio member to all team committee groups.
- Promote overall good will and communication for the team.

Treasurer – Maintained by CPRD

Secretary

- Record and maintain detailed minutes at each monthly Board Meeting.
- Distribute minutes to Board Members, CPRD Director, CPRD Athletic Superintendent, and CPRD Aquatic Manager after each monthly Board Meeting.
- Write thank you notes for the team as needed.
- Promote overall good will and communication for the team.

Concessions Coordinator

- Must work closely with head coach to inventory and purchase all food and supplies needed to run the concession stand at each home swim meet.
- Coordinate with the head coach that we have current licensure and permits as needed.
- Coordinate with the head coach to obtain a grill prior to the home swim meet.
- Coordinate with the grilling volunteer to cook hamburgers and hot dogs for the home swim meets as necessary.
- Arrive early to set up and prepare the concessions area the day of the swim meet.
- Organize and arrange the concessions area so supplies are easily accessible and enticing for patrons to buy.
- Keep the concessions area clean and follow all health code requirements in case of a health department inspection during the home swim meets.
- Be courteous and polite to all patrons.
- Instruct and train all volunteers who help in the concessions area during the swim meet.
- Maintain and protect a “cash box” for sales.
- Coordinate with Treasurer before the home swim meet for change money.
- Sell heat sheets at the established price for each home swim meet.
- Clean the concessions area after the home swim meet is completed.
- Store and organize non-perishable leftover food and supplies in the locked concessions room or shed after the home swim meet is completed.
- Coordinate with the CPRD to count the earnings after each home swim meet is completed.
- Promote overall good will and communication for the team.

Hospitality and Special Events Coordinator

- Work closely with head coach and Concessions Coordinator to inventory and purchase all food and supplies needed to run the hospitality room for the Officials and Coaches, and occasionally others as specified by the head coach and Board for certain special meets.
- Communicate to the team at large if home-made items or other supplies are to be donated for the home swim meet.
- Arrive early to set up and prepare the hospitality room the day of the swim meet.
- Organize all food and supplies, donated or bought, in an inviting and easily accessible manner for the patrons.
- Be courteous and polite to all patrons.
- Keep the area clean and well stocked during the home swim meet.
- Follow all health code requirements in case of a Health Department Inspection during the home swim meet.
- Instruct and train all volunteers who work in the hospitality room.
- Clean the hospitality room after the home swim meet is completed.
- Store and organize leftover non-perishable food and supplies in the locked concessions room after the swim meet is completed.
- Coordinate with the head coach and president all social activities for the year and add to the master calendar. This includes dates, locations, times, cost, and any special arrangements.

- Communicate with the team at large about upcoming events in a timely manner through the coaching staff, emails, handouts or the Bluefin bulletin board located in the hallway.
- Promote overall good will and communication with the team.

Volunteer Coordinator:

- Ensures all positions are covered by reviewing the volunteer sign-up sheets and / or by printing an athlete contact list and contacting additional parent volunteers as needed.
- Coordinate all volunteers the day of the home swim meet to make sure all positions are filled and covered.
- Provide support for the Head Timer, Meet Manager Clerk, Scoring Clerk, and /or Timing Coordinator as needed.
- Assist Bullpen as needed with helping to organize the younger swimmers behind the blocks.
- Assist the head coach with any unexpected circumstances.
- Assist the USA Safety Coordinator with crowd control as needed in case of an accident.
- Remain on the pool deck at all times, including set up and break down.

Swimmer Athlete Representatives:

ATHLETE REPRESENTATIVES - One (1) Athlete Representative shall be elected, one each year for a two-year term, or until their respective successors are elected. At the time of election, an Athlete Representative must (a) be an Athlete Member in good standing; (b) be at least thirteen (13) years of age or at least a freshman in high school; (c) be currently competing in the program of swimming. The election of Athlete Representatives shall be conducted annually during the first week of the new short course season in late August or early September. The Athlete Representatives elected shall be determined by a majority of the Athlete Members in good standing on the day of the election.

The athlete will have a voice at the table of the Parent Advisory Board, making sure that the athlete is being represented fairly, but will not have a vote.

6. ADDITIONAL CERTIFIED RESPONSIBILITIES

The following job descriptions are additional positions for parent volunteers or board members;

Swim Meet Administrator - (including Clerk of Course, Meet Manager Clerk, and Scoring Clerk)

Individual(s) must be a member of USA Swimming and take all tests to hold this volunteer position

- Coordinates all clerical information at home swim meets per USA Swimming Rules and Regulations.
- Coordinates the functions of Clerk of Course, Meet Manager Clerk, and Scoring Clerk per official USA Swimming Rules and Regulations.

Clerk of Course

- Maintains a list of the names of all swimmers in all events including relay swimmers in the order in which they will swim.

- Sets up a clerk of course table and is available at appropriate times to coordinate with all coaches concerning late entries, scratches, or relay order changes.
- Collects entry fees from visiting coaches and teams.
- Provides Welcome Packets to the visiting coaches as needed.
- Ensures that the Meet Manager Clerk receives all information and changes regarding swimmers prior to the start of the swim meet or finals.

Meet Manager Clerk/ Scoring Clerk

- Manage the software system containing the database of the names of all swimmers, events, and seed times for all home swim meets.
- Print off timing sheets for the timers prior to the start of the home swim meet.
- Process all official change / add orders as provided by the Clerk of Course prior to the start of the swim meet.
- Reprint Heat Sheets for all Officials and swim meet personnel after change / add orders have been entered and prior to the start of the meet.
- Record all DQ information from the Officials after each event during the meet.
- Make any necessary changes as identified and recorded by the Scoring Clerk.
- Print reports after each event so that official times can be posted for coaches, parents, and swimmers.
- Run and print any end of the swim meet reports for coaches as requested.
- Run and print reports for the labels to be added to the ribbons or awards.
- Functions as a liaison between the Timing Coordinator and Meet Manager Clerk at all home swim meets.
- Responsible for following all official USA Swimming rules and regulations for a sanctioned swim meet.
- Responsible for reconciling swimmers' times in each heat of a swim event if the touch pads and / or button ("pickle") hand-held timing devices have not functioned properly or are suspected to have not functioned properly.
- If necessary, calculates the new times for each lane by taking the average of the times submitted by the two (2) human timers responsible for the stopwatch times.
- Consults Meet Officials to confirm the heat finish order of swimmers to maintain integrity of finish results.
- Submits confirmed new times to the Meet Manager Clerk.
- Responsible for maintaining the flow of paperwork between Timing Coordinator and Meet Manager Clerk.
- Posts official results in a timely manner for each swim event in a predetermined location for review by swimmers, parents, and coaches.

Swim Meet Co-Director

- Work closely with the head coach to ensure preparation for the home swim meet.
- Ensure all supplies are organized and ready days prior to the start of the home meet.
- Ensure awards are ordered and available.
- Ensure that stopwatches, batteries, clipboards, and pencils are in working order and available for the timers.
- Ensure that there are enough chairs and laminated numbers for the bullpen.
- Ensure that heat sheets are printed and available.
- Communicate with the Volunteer Coordinator to ensure that all meet positions have been filled.

- Ensure that official times are posted during the swim meet.

7. REQUIREMENTS FOR TEAM MEMBERSHIP

School Age

Children ages 6 to 18 are eligible, but a 5-year-old with permission from the Head Coach. to try out for the Bluefin Swim Team.

To qualify for the team, a child must be able to swim 25 yards (or one lap of the pool) unassisted as evaluated by a member of the coaching staff.

Team Alumni

Once a high school senior graduates, they are welcome to swim in the senior group but must purchase a membership to swim. **\$25.00 monthly or \$240.00 yearly**

Team Tryouts

The Bluefin Swim Team will hold tryouts the last Wednesday of every month at 5:00 PM until 6:30 PM (except December, and July). When you join the team, the parents will receive a welcome packet and attend an informational meeting that explains membership dues, team structure, practice schedules, swim meet schedules, and a general welcome from Board Members and the head coach. All swimmers trying out, must be at least 6 years old to be a part of the Bluefin Swim Team

Children who are unable to qualify for the team on their first try are encouraged to take further swimming lessons before the next try-out. Additional tryouts may be held during the year at the discretion of the head coach and Parent Advisory Board depending on space availability on the team. Once the team has reached the maximum swimmers, a waiting list will be started and when a swimmer drops off the team, they next person on the list will be called to join.

Informational meetings for parents will be held the 1st Tuesday of the month to inform of changes with the team, coaching staff, what is expected of each family, and other team related issues. Attendance by both new and veteran parents is expected.

Membership Dues, Fees, Costs, and Team Apparel

After joining the team, all monthly dues and other fees associated with team membership must always be paid directly to the CPRD either at their office located at 118 S. White Street, or, online through their website. To pay online, you will need to create a username and password on the recreation department website. For more information, you may call the CPRD office at (770) 832-1161.

The following must be turned in by the end of the first week of practice for the swimmer:

1. Youth Release Form
2. Parent/Guardian Code of Conduct
3. Athlete Code of Conduct for Electronical Devices

4. Bluefin Athlete Code of Conduct
5. Code of Conduct for Bullying
6. Handbook Contract
7. Birth Certificate

**All parents are responsible for keeping their email addresses current and up-to-date. You can login to your Team Unify account and make sure all contact information is up to date along with medical information. Along with the Rec1 sign up and paying system.

Membership Dues are comprised of the following monthly and annual fees:

1. **Regular Monthly Dues** – Current dues are \$55 per month, except for the month of August when the team is on a break. Dues are payable on the 1st of each month directly to the CPRD. If dues are paid after 11:59 pm on the 5th of the month, a late fee charge of \$15 will be incurred.

**** If a swimmer's dues are not paid by the 6th of each month, the swimmer will NOT be allowed in the water until a receipt is presented showing payment.**

2. **Annual Fees**
 - a. USA Swimming Annual Registration Fee which is subject to change each year.
 - b. GA Swimming Annual Registration Fee which is subject to change each year.
3. **Team Swim Suits and other Apparel** – Swimmers are expected to purchase a team swim suit to be worn at all swim meets. The team is affiliated with a specific swim merchandise vendor who supplies the team suits and helps with fittings. All swimmers must wear the team suit, cap, and team shirts at all meets. Team shirts can be purchased from the team. * If the swimmer's swimsuit has yet to arrive, they may wear a navy swimsuit until the suit comes in.
4. **Swim Meets** – Swimmers are expected to pay for their own entry fees at swim meets both at home and away. Each swim meet has its own associated cost. Please refer to the website for information

8. TEAM DISCOUNTS

Discounts are available if you choose to pay for one (1) year in advance and will receive a 15% discount off the monthly rate for the year. (Only allowed in the month of September) *If you pay the monthly rate by the first of the month, then want to pay for the year, you will only need to pay \$459.25, but must be paid by the end of September. Your swimmer's fees can be paid up front at the beginning of the season and will cover all home meet, USA Swimming Registration, and all monthly fees for a cost of \$691.25.

**The Carrollton Bluefins swim team program maintains an "open door" policy, meaning that swimmers are always welcome into our program if they remain in good standing. Swimmers that leave the program in good standing will always have the option to return if desired. Good standing is achieved by having no outstanding debt to CPRD, and maintaining the good name of the Carrollton Bluefins at all times.

If your swimmer decides to leave the Bluefin program. A one month written notice via email of plans to leave the swim team program is required. Financial obligation to the Bluefin Swim Team, and CPRD will continue for (1) one month after written notice is received, or if an outstanding balance exists.

9. TEAM STRUCTURE

Competitive Strokes

The four basic strokes of swimming are as follows:

1. **Freestyle** – the overhead crawl.
2. **Backstroke** – the back crawl or the overhead crawl in reverse.
3. **Breaststroke** – lying on the stomach and pulling the arms underwater at the same time; whip or frog kick.
4. **Butterfly** – lying on the stomach, bringing both hands around and out of the water at the same time; dolphin kick.

Junior Bluefin Program

- ❖ **Transition program between the recreation swim lesson program and joining the Bluefin Competitive Program. The program is a revolving six (6) week program under the guidance of the full time assistant coach.**
- ❖ **The program will be open to swimmers ages 5 – 12 years old.**
- ❖ **Cost will be reviewed yearly in June every year.**

Rookie Program

Swimmers who meet the requirements and join the team will be assigned to the Rookie Program. The Rookie Program is a developmental program designed to teach the fundamentals of competitive swimming, including the four competitive strokes, and is comprised of three beginner practice groups:

1. **Bronze** – Swimmers will learn to swim Freestyle and Backstroke. ***Will be phased out as the group will be replaced with the Bluefin Junior program**
2. **Silver** – Swimmers who have mastered Freestyle and Backstroke now learn to swim Breaststroke and Butterfly. ***Will be phased out as the group will be replaced with the Bluefin Junior program**
3. **Gold** – Swimmers, ages 13 or older, who have recently joined the team. These swimmers will learn all four competitive strokes in this group.

The Rookie Swimmers will advance to higher groups as the Rookie Coaches and head coach deems they have an appropriate mastery of the competitive strokes in their current group. Maturity level, listening skills,

must be able to swim a legal 100 IM or 200 IM and overall behavior of the rookie swimmer are factors in the Coaches' decisions. Please review the Bluefin Advancement Book for more information on group requirements

Age Groups Swimmers

Once swimmers graduate from the Rookie Program, they will advance to Age Group Swimming. Age Group Swimming divides the swimmers into different practice groups based on their age and commitment level. There can be exceptions to the age groups whereby younger swimmers are placed with older groups as a result of exceptional technique being demonstrated at swim meet competitions including the attainment of certain qualifying times; however, the head coach reserves the right to place swimmers based on age, school grade and commitment level.

The Age Groups are as follows:

Senior 1 & 2 High School grades 9 - 12

Age Group 1 Middle School/ Junior High 6th – 8th Grade

Age Group 2 Middle School/ Junior High 6th – 8th Grade

Age Group 3 Elementary School 1st – 5th Grade

Age Group 4 Elementary School 1st – 5th Grade

10. TEAM PRACTICE

Each season, the head coach will publish a practice schedule along with the minimum practices swimmers must attend

Rookie Group and Age Group has its own set of days and times available for practice

Swimmers must meet the required number of practices each week, unless the group does not have minimal requirement to remain in that group. If your swimmer is not able to meet the required number of days, the parents must notify the head coach.

Swimmers are expected to wear proper swim attire in practice and wear a swim cap while in the water. All swimmers will train like they are preparing to race.

Though swimmers are welcome to attend as many practices as they wish. However, swimmers must attend their own practices with their group, unless explicit permission has been given by the head coach.

The head coach has the right to adjust or change the Practice Schedule, if necessary, during the season. If a change must be made, appropriate notification will be made to all swimmers and parents in the affected group(s).

11. Weather Related Issues

If there is severe weather in the area (Tornadoes, Snow, Severe Thunderstorms) Practice cancellations will be sent out by Facebook, Remind 101 and Email. Please make sure that all contact information is updated to reflect any changes.

If your swimmer is sick, please do not bring them to practice. If you will have an unplanned absence from practice, please call the Bluefin office to inform us that you will be missing practice. If you are planning to take a vacation or miss practice for any reason, please inform your swimmer's coach ahead of time. Missing extended practice time makes it very difficult for the swimmer and coaches to make a regular practice progression workout. Swimmers should not miss practice for an extended amount of time during a championship period (one to two months before the championship meet).

12. Communication

- ❖ We use the Remind 101 for all emergencies such as canceling practice or severe weather. Please make sure you sign up for it. Download the app to your smartphone and add the @d324d to join the group. If your swimmers will be going to morning practices, please add @cbfmorning to receive messages about canceled practice due to severe weather. You can opt out of the remind by typing “unsubscribe @d324d or the @cbfmorning”
- ❖ Contacting Coaches- If you need to contact your swimmer's coach, please do so by email, text, or phone call. You can also call the main Bluefin Office number (770) 832-1134 to leave a message for that coach. The coaches are not required to respond to any texts or phone calls outside of office time or practice time.
- ❖ We do have a Facebook page and we will post important information about upcoming swim meets, events or other items going on with the team. Parents can tag the team by using @carrolltonbluefins in the body of the message. We will not be posting results from swim meets on this social media outlet. When posting pictures or message about your swimmer on your own personal social media site, please use the hashtag #Bluefin_Nation or #Bluefin_Family

13. AGE GROUP WORKOUTS

Practice workouts during an age group practice session may include:

- 1. Stroke Workout** - This is directed by a coach and may include discussion, stroke analysis, specific technique improvement, or film viewing.
- 2. Conditioning Workout** – This is directed by a coach and follows a specific training procedure for the sport of swimming.
- 3. Pace Clock Swimming** – This is directed by the swimmers themselves. Each swimmer is given a set of instructions, such as to swim ten 50s in 60 seconds. This means the swimmer will do ten 50-

yard swims, leaving the starting point every minute. It is important that older swimmers learn to read the pace clock and to keep track of their own workout when appropriate.

4. Dryland Workouts – This is directed by a coach or a licensed personal trainer and is practiced outside of the water. Dryland training may include aerobic activity, running, stretching, strength training, and conditioning.

14. SWIM MEETS

Swim Meets Defined

Competitions for the sport of swimming are called swim meets. Meets can be held at our facility or at facilities sponsored by other swim teams. The length of swim meets can vary from one day to three days lasting approximately 4 hours per session from when the first event of that session starts, different strokes and distances called events are swum each day. Each event is separated by gender, age, stroke, distance, and seedtime of the swimmers. A seed time is the fastest official recorded time swum by a swimmer for each event. If there are more swimmers for each event than lanes in the pool, then there will be multiple groups of swimmers established for each event called “heats.” Each heat is ranked by seed times with the fastest swimmers usually racing in the last heat of the event. In addition, faster swimmers are usually placed in the middle lanes of the pool per heat.

A personal best or “PB” time is a common term in the sport of swimming and is very important to your swimmer’s individual development in the program. Any time your child swims faster than his or her last official recorded time, or seed time, in any event then he or she achieves a new Personal Best Time.

To know what events your swimmer will be swimming the day of the swim meet, parents usually purchase “Heat Sheets” that list all events for the meet. The cost associated with a heat sheet or a meet program may vary from \$5.00 to \$20.00, Sometimes, this information will be provided by your coach prior to the swim meet.

At swim meets, the four competitive strokes are: Freestyle, Backstroke, Breaststroke, and Butterfly. However, depending on your swimmer’s level, he or she may not be entered in events for all strokes.

Swim Meet Costs

The cost for swim meets will vary from \$15.00 to \$100.00 depending on the level of swim meet, the length of the meet (1 to 3 days). After the cutoff date for the meet has passed a late fee will be added to overall cost per day, as follows:

1 day meet \$10.00 late fee added to cost

2 days meet \$15.00 late fee added to cost

3 days meet \$20.00 late fee added to cost

Swim Meet Attendance and Consequences

Swimmers must attend 1 swim meet every other month or a meet that is designed for that swimmer. **All swimmers must attend all home swim meets. Swimmers who do not participate in a home swim meet will be charged the full cost of the meet (\$30.00), plus a \$10.00 fine for a total of \$40.00. This fee will be added to your rec1 account with CPRD. This fine must be paid before your swimmer will be allowed back into the water for practice. There are five (5) planned meets this year. This does not include Divisional Championship meet or the GRPA District Meet. There will be a flat fee of \$10.00 for a swimmer surcharge for G.R.P.A. State, Georgia Swimming State Level Meets, Sectionals, or higher-level meets.**

There will be a flat fee of 150.00 to cover all home meets as opposed to paying meet by meet. There are five (5) required meets held at the Lakeshore pool. The cost per meet breaks down into 30.00 per meet. This payment will be broken down into three (3) payments of 50.00 due on the following: September 15th, 2018, February 15th, 2018 and April 15th, 2019. If a swimmer joins the team before the next due date they will be prorated according to how many home meets are still on the schedule. If a swimmer should leave the team, they will forfeit their payment.

Medley and Relay Events

Depending on the level of your swimmer, there are three combinations of events that may be swam:

- 1. Individual Medley** – One swimmer swims the entire predetermined distance using each of the four strokes for one fourth of the distance. The stroke order for this event is Butterfly, Backstroke, Breaststroke, and Freestyle.
- 2. Medley Relay** – Four swimmers are on a relay team. Each of the four swimmers swims a specified stroke for one fourth of a predetermined distance. The stroke order for this event is Backstroke, Breaststroke, Butterfly and freestyle.
- 3. Freestyle Relay** – Four swimmers are on a relay team. Each of the four swimmers swims the Freestyle stroke for one fourth of a predetermined distance.

Head coach's Criteria for Assigning Relay Teams

Depending on the number of swimmers in a certain age group, there is the possibility for multiple groups of relay teams. If so, the head coach will assign swimmers to relay Team "A", Team "B", Team "C", etc. Team A will be comprised of the fastest and most experienced qualified swimmers based on the criteria listed below. Team B will be comprised of the next set of qualified swimmers and so on.

Relay Criteria:

- The head coach will maintain a current record of seed times for each swimmer per competitive stroke, per age group.
- The head coach will also review practice attendance records, attitude, and commitment level of each swimmer.
- Every effort will be made by the head coach to determine the relay teams prior to swim meets. However, due to extenuating circumstances the day of the meet, such as swimmer illness, etc., the relay teams or the stroke order may be changed. The head coach will make every effort to notify the swimmers of changes as soon as possible.
- If a swimmer is pulled from said relay before the relay swims for any reason besides being sick or a medical issue, they will forfeit their spot on the upcoming relay or relays and possibly other repercussions due to poor sportsmanship.

Swim Meet Governing Organizations

The Bluefin Swim Team participates in three:

1. USA Swimming – is the national governing body and the “umbrella” over which all aspects of the sport of competitive swimming come under. USA Swimming provides a standardized set of rules and regulations for teams and swim meets to follow to be sanctioned so that all recorded times are deemed official throughout the USA.

USA Swimming also provides Excess Accident and Liability Insurance for your swimmer during insured activities such as swim meets, practices, try-outs, dry-land training, and approved social events, and fundraising activities.

2. Georgia Swimming – This organization is directly under USA Swimming and is over all the Local Swim Committees (LSCs) in the State of Georgia. Georgia Swimming consists of two swim seasons – Short Course Season (September – mid April) and Long Course Season (End of April – August). The Short Course Season usually refers to 25-yard lane pools, like the Lakeshore Natatorium. The Long Course Season usually refers to 50-meter pools. Georgia Swimming competitions are very competitive and certain qualifying times must be met in order to advance to the higher levels of competition.

The age for USA / GA Swimming competitions is based on the swimmer’s age as of the date of the swim meet.

Swim Meet Schedules for both the Short Course Season and Long Course Season will be posted and distributed to the swimmers prior to the beginning of each season.

3. Georgia Recreation and Park Association (G.R.P.A.) – GRPA is a non-profit organization that supports and promotes the recreation and park industries within the State of Georgia. Our local recreation department, CPRD, falls under GRPA. GRPA also comes under USA Swimming in regard to the swim program, but it offers a more recreational atmosphere for the swimmers.

The GRPA swim season is a summer league and runs concurrently with the Long Course Season in Georgia Swimming. The culmination of the GRPA season is the GRPA State Swim Meet held in mid to late July. Swimmers qualify for the State Meet by swimming at the GRPA District Meet held approximately two weeks prior to the State Meet. Swimmers can enter two individual events and up to two relays at the District Meet. The top three finishers in each swim event at District qualify to swim at GRPA State.

The Bluefin Swim Team, for the purposes of the GRPA District and State Swim Meets, are in District 4.

GRPA regulations for participation in the District and/or State meet(s), all criteria must be met:

- Active member of the team for 45 days prior to the meets and must have attended at least one swim meet prior to the District Meet.
- If transferring from another USA Swim Team, the 120-day unattachment must be complete before the date of the District Swim Meet

A swimmer must be seven (7) years of age prior to June 1 of the current year to compete at the State Meet.

Swim Meet Distance Charts

The following two charts show age groups, strokes, and distances in yards as a guide of what you might expect your swimmer to swim at a swim meet for either GRPA or USA Swimming:

GRPA

Age Group	Freestyle	Breaststroke	Individual Medley (IM)	Backstroke	Butterfly	Medley Relay	Freestyle Relay
7 - 8	25 and 50	25	100	25	25	100	100
9 - 10	25 and 50	25	100	25	25	100	100
11 - 12	50 and 100	50	100	50	50	200	200
13 - 14	50 and 100	50	100	50	50	200	200
15 - 18	50 and 100	50	100	50	50	200	200

USA SWIMMING – SHORT COURSE

Age Group	Freestyle	Backstroke	Breaststroke	Butterfly	Individual Medley (IM)	Freestyle Relay	Medley Relay
10 and Under	50, 100, 200, 500	50, 100	50, 100	50, 100	100, 200	200	200
11 - 12	50, 100, 200, 500, 1000, 1650	50, 100, 200	50, 100, 200	50, 100, 200	100, 200, 400	200, 400	200, 400
13 - 14	50, 100, 200, 500, 1000	100, 200	100, 200	100, 200	200, 400	200, 400, 800	200, 400
15 - 16	50, 100, 200, 500, 1000, 1650	100, 200	100, 200	100, 200	200, 400	200, 400, 800	200, 400
17 - 18	50, 100, 200, 500, 1000, 1650	100, 200	100, 200	100, 200	200, 400	200, 400, 800	200, 400

USA SWIMMING – LONG COURSE

Age Group	Freestyle	Backstroke	Breaststroke	Butterfly	Individual Medley (IM)	Freestyle Relay	Medley Relay
10 and Under	50, 100, 200, 400	50, 100	50, 100	50, 100	100, 200	200	200
11 - 12	50, 100, 200, 400, 800, 1500	50, 100, 200	50, 100, 200	50, 100, 200	100, 200, 400	200, 400	200, 400
13 - 14	50, 100, 200, 400, 800, 1500	100, 200	100, 200	100, 200	200, 400	200, 400, 800	200, 400
15 - 16	50, 100, 200, 400, 800, 1500	100, 200	100, 200	100, 200	200, 400	200, 400, 800	200, 400
17 - 18	50, 100, 200, 400, 800, 1500	100, 200	100, 200	100, 200	200, 400	200, 400, 800	200, 400

Swim Meet Structure

There are two ways swim meets can be structured to determine the winner(s) - Timed Finals or Preliminaries and Finals.

1. Timed Finals – this type of swim meet is structured so that each age group will swim each stroke and distance strictly against time. There may be one or more heats of swimmers in each age group and each stroke. The fastest overall recorded time swam will be declared the winner of each event. The official times for each swimmer for each event will be posted during swim meets for parents and coaches to review.

2. Preliminaries and Finals – this type of swim meet is structured so that a Preliminary round is held first with qualifiers advancing to finals. Like timed finals, there may be multiple heats of swimmers, sometimes six or more. All preliminary times swam are then ranked in ascending time order and the top times advance to the finals. The number of swimmers who advance to finals depends on the number of lanes available in the pool of the facility hosting the swim meet (usually 8). The order of finish in the finals determines the official results of each event. Most State Meets and Championship Meets are structured as preliminaries and finals.

In addition, in the preliminary round of Championship Meets only, there is an alternative seeding method used called “Circle Seeding” that affects only the top 24 seeded swimmers who compete in the last three heats. Circle Seeding provides the fastest swimmers with the opportunity to race in the fastest (middle) lanes in the last three heats. Please see the head coach for more details.

15. RESPONSIBILITIES FOR SWIMMERS AND PARENTS

The Bluefin swim team will require all swimmers and parent/guardians to read and sign a Team Code of Conduct. This insures all are aware of our zero tolerance of bullying behavior and cell phone rules.

Swimmer’s Responsibilities

Be on time.

Set a goal of 100% attendance at practice.

Pay attention at practice.

Give 100% effort at all time.

Swim every lap to the best of your ability at practices and swim meets.

Coaches must be regarded with respect. Swimmers showing disrespect will be removed from practice.

Respect all other swimmers at practices and at swim meets.

The use of foul or improper language will not be tolerated and the swimmer will be removed from practice.

Accept all coaching decisions enthusiastically and respectfully.

Accept officials’ decisions with dignity and grace.

Learn how to win and how to lose, gracefully.

Support your teammates.

Always strive to better yourself physically, mentally, morally, and emotionally.

Eat and sleep with good health in mind.

Parent's Responsibilities

1. Set a good example for other parents and children.
2. Accept without rancor, criticism, or action, the delegated authority of all meet officials.
3. Cheer for your swimmer at swim meets; it means more than you will ever know.
4. Encourage your swimmer to do his or her best and do not criticize or compare him or her to someone else.
5. Cheer enthusiastically for your team.
6. Go to your swimmer's coach with any questions or concerns, If the issue continues, please go straight to the head coach.

16. Safe Sport

Bluefin Athlete Code of Conduct

- I will respect and show courtesy to my teammates, coaches, officials, competitors, and parents at all times.
- I will demonstrate good sportsmanship at all practice and meets and team functions.
- I will set a good example of behavior and work ethic for younger teammates.
- I will be respectful of my teammate's feelings and personal space. (swimmers who exhibit sexist, racist, homophobic or any inappropriate behavior will face consequences.)
- I will show respect for all facilities used during practice, meets or other team functions...this includes locker rooms and restrooms.
- I will refrain from using foul language, violence, offensive behavior or illegal behavior.
- If I disagree with an official's call, I will talk with my coach and not approach the official directly.
- Swimsuits are required for practice. Deck changing is forbidden (per USA Swimming Rules) as is shaving at swims meets (prevention of communicable diseases). * Definition of deck changing = changing from street clothes to swimsuit /or swimsuit to street clothes while on pool deck.
- I will obey all USA Swimming rules and codes of conduct.

Bluefin Parent/Guardian Code of Conduct

As a parent/guardian, I understand the important growth and developmental support that my child's participation in the Bluefins program fosters. I also understand that it is essential to provide the coaching staff with respect and the authority to coach the team.

I agree with the following:

- I will set the right example for my child(ren) by demonstrating good sportsmanship and showing respect and courtesy at all times to the team members, coaches, competitors, officials, parents and all facilities.
- I will get involved by volunteering, observing practices, cheering at meets and talking with my child and their coach about their progress.
- I will refrain from coaching my child from the stands during practices, or, at meets.
- I understand that criticizing, name calling, use of abusive language or gestures directed toward coaches, officials, volunteers, parents and /or any swimmer will not be tolerated.
- I will respect the integrity of the officials, I will direct my concerns to my swimmer's coach, and if not satisfied, to the appropriate supervisor.

Carrollton Bluefins

Athlete Code of Conduct for Electronic Devices

Expectations-

- Athletes will not use derogatory language, including sexist, racist, homophobic, obscene or profane material of any kind including photos.
- Athletes will not use social media to degrade, demean, or attack any person, team or organization.
- Athletes will not call or text their coach, except in an emergency or if a parent/guardian is included in the communication.
- All communication between athlete and coaches will be related to the activities of the team and should, whenever possible, be limited to in-person communication during team practices or events.

Things to remember: Texting

- Text messages and photos can be saved or screenshot. Once the message is sent, the sender no longer has control.
- Texting between athlete and coach is not okay unless it is an emergency - or another adult such as parent/guardian is copied on the text.
- It is more effective to discuss an issue in person.

** Once you post something online, it is public and permanent - even if you delete it.

**Employers, college admissions and athletic recruiters review social networking sites - be careful how you portray yourself.

**Never post email address, home address or phone number. Your identity can be stolen or you may put yourself in harm's way.

Bluefin Swim Team
ANTI-BULLYING POLICY

Bluefin Swim Team is committed to providing all members a healthy and safe environment. Bluefins will ensure that procedures exist to allow complaints of bullying to be dealt with and resolved within Bluefins, without limiting any person's entitlement to pursue resolution of their complaint with the relevant statutory authority. The Bluefin swim team is committed to the elimination of all forms of bullying.

This policy applies to all members of the Bluefins. It applies to all team functions during normal working hours, at team related or sponsored functions, and while traveling on team related business. There will be no recriminations for anyone who in good faith alleges bullying.

DEFINITIONS

Bullying is unwelcome or unreasonable behavior that demeans, intimidates or humiliates people either as individuals or as a group. Bullying behavior is often persistent and part of a pattern, but it can also occur as a single incident. It is usually carried out by an individual but can also be an aspect of group behavior (see "mobbing" below). Some examples of bullying behavior are:

Verbal communication

- Abusive and offensive language
- Insults
- Teasing
- Spreading rumor and innuendo
- Unreasonable criticism
- Trivializing of work and achievements

Psychological manipulation

- Unfairly blaming for mistakes
- Setting people up for failure
- Deliberate exclusion
- Excessive supervision
- Practical jokes
- Belittling or disregarding opinions or suggestions
- Criticizing in public

Context is important in understanding bullying, particularly verbal communication. There is a difference between friendly insults exchanged by long-time friends and comments that are meant to be, or are taken as, demeaning. While care should be exercised,

particularly if a person is reporting alleged bullying as a witness, it is better to be genuinely mistaken than to let actual bullying go unreported.

Mobbing

Mobbing is a particular type of bullying behavior carried out by a group rather than by an individual. Mobbing is the bullying or social isolation of a person through collective unjustified accusations, humiliation, general harassment or emotional abuse. Although it is group behavior, specific incidents such as an insult or a practical joke may be carried out by an individual as part of mobbing behavior.

CONSEQUENCES OF BULLYING

Bullying is unacceptable behavior because it breaches principles of equality and fairness, and it frequently represents an abuse of power and authority. It also has potential consequences for everyone involved.

RESPONSIBILITIES:

Coaches

- Ensure that all Coaches are aware of the anti-bullying policy and procedures
- Ensure that any incident of bullying is dealt with regardless of whether a complaint of bullying has been received
 - Provide leadership and role-modeling in appropriate professional behavior
- Respond promptly, sensitively and confidentially to all situations where bullying behavior is observed or alleged to have occurred

Bluefin Members

- Be familiar with and behave according to this policy
- If you are a witness to bullying, report incidents to Coach.
- Where appropriate, speak to the alleged bully(ies) to object to the behavior

IF YOU THINK YOU HAVE BEEN BULLIED

Any member who feels he/she has been victimized by bullying is encouraged to report the matter to a coach.

Where appropriate, an investigation will be undertaken and disciplinary measures will be taken as necessary.

The Bluefin Team Travel Policy

Team travel is defined as overnight travel to a swim meet or another team activity that is planned and supervised by the club or LSC.

Club and LSC travel policies include:

- a. Club travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the team.
- 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 a parent, guardian, sibling or spouse).

d. When only one athlete and one coach travel to a competition, the athlete must have his/her parents' or legal guardian's written permission in advance to travel alone with the coach.

Locker Room Monitoring Policy

We practice at Lakeshore Recreation; the facility has a changing area that is shared with the general public. As such, there are likely to be people who are not associated with the Bluefin in the changing area around the time of practice.

General Policy Considerations

Coaches and staff make every effort to recognize when an athlete goes to the locker room or changing area during practice and competition and, if they do not return in a timely manner, we will check on athlete's whereabouts.

We discourage parents from entering locker rooms and changing areas unless it is truly necessary.

We have staggered practices, with different groups arriving and departing. It is not practical to constantly monitor locker rooms and changing areas over this extended course of time. We do make occasional sweeps of these areas.

USE OF CELLPHONES AND OTHER MOBILE DEVICES

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

****A parent or guardian has a right to refuse to have their children photographed.**

All photographs must observe generally accepted standards of decency in particular:

- **Action shot should be a celebration of the sporting activity and not a sexualized image in a sporting context.**
- **Action shots should not be taken or retained where the photograph reveals a torn or displaced swimsuit.**
- **Photographs should not be taken from behind swimming blocks at the start of the race or show a swimmer climbing out of the pool.**
- **Photographs should not be taken in locker rooms or bathrooms.**

17. PARENT GUIDELINES

General

1. Pay your monthly dues by the 1st of the month.
2. Pay swim meet fees and other fees on time.
3. Help your child get to practices and swim meets on time.
4. Pick up my swimmer on time at the end of practice
5. Stay informed of team activities via fliers, handouts, emails, and the web site. If you have not received an email from the team within one week, please inform the head coach or assistant coach
6. Attend informational parent meetings, take notes, and ask questions.
7. Volunteer your time for home swim meets and other team activities.
8. Coaching concerns should be addressed with coaches. Please feel free to communicate directly with the head coach, before or after practice. If you have a concern we will make every effort to address your problem, your child's best interest and safety is our main concern.

Swim Practice

1. Watching practice from the pool deck is a privilege that many teams do not allow. Please respect this privilege and avoid interrupting the coaching staff during practice.
2. Please remain in the bleachers during this time
3. Please respect coaching staff office hours, and if you have an issue, set up an appointment or see the coach before or after practice.
4. Provide coaching staff with written notes or emails should your swimmer need to leave practice early or if your swimmer is going to have to miss practice for an extended amount of time. Communication is the key to a successful Bluefins experience.
5. Treat practice as any other commitment. Swimmers are expected to make as many practices in order to see the improvements in his/her strokes.
6. Avoid communication with your swimmer during practice time. The swimmers need to focus on the coaching staff. Please do not coach your swimmer on the pool deck and at a swim meet. Let the coaches do their job on the pool deck and at a swim meet.
7. Don't be a stranger on the pool deck! Sometimes, parents get in the habit of dropping off and picking up your swimmers for practice and not coming inside the building. Plan to come inside at least once a week to catch up on important information posted in the lobby, talk with other parents, or check your swimmer's team folder for ribbons or awards.

Swim Meets

1. Please do not drop off your swimmer(s) unattended at swim meets. A responsible adult must always accompany your swimmer(s).
2. The coaching staff table and areas behind the starting blocks are off-limits to parents, unless you are a volunteer timer. The coach's table is where swimmers get instruction and direction for the events just completed or the next one coming up.

3. Allow the coaching staff to do their job. Play your role as PARENT afterward. By being supportive, encouraging your swimmer, and making sure he/she has a fun time! As long as swimming remains "FUN," your swimmer will stick with it and see continued improvements in his/her times and techniques.
4. Please volunteer your time and abilities for home swim meets.

VOLUNTEER HOURS & FEES:

Parents who have a swimmer swimming in a home meet must work the meet. The work assignment signup sheet will be posted on the Bluefin website under that swim meet. Each family is required to work a minimum of one session or one time per meet. * A session may last anywhere from 30 minutes to several hours and may be fulfilled the week of the meet, during the meet, or after the meet. Signup is a first come, first serve basis. In lieu of volunteer hours, parent have the option of paying a volunteer fee of \$100.00 per each home meet with checks made payable to CPRD

18. HEAD COACH'S RULES AND REGULATIONS

A swimmer will not be allowed to leave the grounds of the pool area during practice hours without prior communication and consent between the parent and head coach.

Poor behavior will not be tolerated when traveling with the team. The head coach will follow a three-strike system for disciplining a swimmer:

1. Swimmer will be reprimanded.
2. Shadow Policy – the swimmer must stay with the head coach or a team chaperone at all times.
3. Parents will be called so that the swimmer can be picked up and taken home.

The head coach has the authority at practices, swim meets, or any team-sponsored activity to discipline a swimmer for any conduct that is considered disorderly or disruptive.

The head coach has the authority to suspend any swimmer from the team for up to two weeks due to inappropriate or poor behavior without the Parent Advisory Board's approval. Suspensions for a period longer than two weeks, must be reviewed and approved by the Parent Advisory Board.

Parents have the right to appeal disciplinary actions made by the head coach to the Parent Advisory Board. Decisions of the Parent Advisory Board may be appealed to the Carrollton Parks and Recreation Commission for a final ruling.

The use of drugs and/or alcohol will not be tolerated by swimmers during practices, swim meets, or any team-sponsored activity. Evidence, as observed by the public, of alcohol and/or drug abuse will be presented to the Parent Advisory Board and suspension or expulsion from the team could occur.

19. INCENTIVE PROGRAM

In an effort to help encourage and reward our Bluefin swimmers, the team offers different incentive programs and contests during the year. Our on-going incentive program offers patches, Bluefin swim caps, clothing, and swim gear for earning certain time standards per age group. Special contests will be

communicated to the swimmers through their coaches, mass emails, hand-outs, and fliers posted on the Bluefin bulletin board located in the hallway.

20. SOCIAL EVENTS, SPECIAL OUTINGS, AND TEAM PICTURES

As a way to promote interaction between the swimmers outside of the water and to foster a team atmosphere, the head coach and Parent Advisory Board coordinate special social events during the year. These events may include an annual Christmas Party, bowling trips, ice cream socials, and pool parties at Midtown Water Park, participation by your swimmer in these activities is greatly encouraged in order to promote our team spirit and family atmosphere.

In addition, team and individual pictures will be taken each year in the spring by a sports photography vendor inside Lake Shore Natatorium. The date and time will be communicated in advance.

21. ANNUAL BANQUET AND AWARDS

The Bluefin swim team host an annual banquet at the conclusion of the short course season. The banquet celebrates the Bluefins as a team and recognizes individuals for season accomplishments. The winners of the special achievement awards are determined by a vote of the coaching staff.

Swimmer of the Year – The coaching staff will select a boy and girl to be recognized as Swimmer of the Year. The Swimmer of the Year shall be selected without regard to age groups. When reviewing candidates for this award, the coaches will take into consideration the swimmer's attitude, attendance, performance, and success within the individual's own ability during the year.

Rookie of the Year – given to one outstanding Rookie swimmer based on overall contribution to the team, attitude, attendance, performance, and success within the individual's own ability during the year. This award is to be presented only when a rookie clearly deserves it, and, is not necessarily an annual award. This award is given to a 10 and Under and 11 and older both a boy and a girl.

Improvement – given to a 10 and Under AND an 11 and Older boy and girl who have shown the most skill improvement based on their own level of ability.

Top Fin Award – presented to the one swimmer who most exemplifies the characteristics necessary to be the best overall swim team member. This is not necessarily an annual award. The characteristics shall include the following:

1. Shows service to the team through a minimum of three years of active, and, successful participation.
2. Must be a superior swimmer as evidenced by continuous outstanding performances throughout the year.
3. Shows a willingness to serve the team by encouraging younger swimmers, aiding in instruction, sacrificing personal goals for team success, and exhibiting general team leadership.
4. Has a high degree of "coachability" including a dedication to hard work, a willingness to listen, and a strong desire to do one's best in all he or she may attempt.

5. Exhibits an overall high standard of good character, particularly in terms of setting an example of leadership for the rest of the team.

Spirit Award – This award shall be presented to a boy and girl chosen by written ballot by the swimmers attending the banquet.

The Chuck Hutchins Attendance Award – This award is given in memory of Chuck Hutchins who swam for the Bluefin Swim Team before losing a battle to cancer in 1993. This award will be given to the boy and girl who have the highest practice attendance average for the entire year.

Senior Swimmer Award and Gift – Swimmers who are 18 years old and “aging out” of the Bluefin program shall be considered for a special senior swimmer award. To be eligible to receive this award, a swimmer must complete a minimum of three years of successful participation on the team. (A year of successful participation will be defined as a swimmer paying dues for at least 9 months during any year.)

The gift amount is decided on by the swim team parent advisory board and is not to exceed more than \$400 (\$100 for each year of High School). *Award will be reviewed based on team financial stability

State Record Breaker Award – Presented to any swimmer who breaks a state record for the current year, either individually, or, as part of a relay representing the Bluefin Swim Team.

Team Record Breaker Award – Presented to any swimmer who breaks a team record, either individually, or, as part of a relay representing the Bluefin Swim Team at an electronically timed swim meet only.

USA Swimming Triple A and Quad A Time Earners – Swimmers who earn these times shall be recognized at the awards banquet if earned while representing the Bluefin Swim Team.

22. CONCLUSION

The goal of our team is to provide every member an opportunity to improve swimming skills and achieve success at his/her level of ability.

GO, BLUEFINS!

Swim Team Contract

I have read through all the Bluefin Swim Team handbook and agree with all the responsibilities that I, the swim parent/guardian, are being held to in this handbook. By signing this contract, I understand the following;

1. I will get my swimmer to practice on time.
2. I will pay my swimmers monthly or yearly swim fees on time. If paid past the 5th of the month, I understand that a \$15.00 late fee per athlete will be placed on my account
3. I will make sure to refrain from interrupting practices to talk to the coach or to my swimmer during their time in the water.
4. I understand that my swimmer must attend one (1) swim meet every other month and attend all home meets.
5. I understand that I must volunteer at all home swim meets or be charged \$100.00 per each home meet that I do not volunteer.
6. I understand that I must make either a payment in full of \$150.00 for all home meets or pay two (3) installments of \$50.00. First payment in September 15th, February 15th, and the other in April 15th. If a swimmer joins the team before the next due date they will be prorated according to how many home meets are still on the schedule.
7. I understand that my swimmer must wear the swim team attire at all meets, this includes swim suit, cap, and swim team shirt. If my swimmers suit has yet to be received, I understand that they must wear a navy-blue swimsuit for competition.
8. I understand that I must communicate with the coach or the head coach if an issue arises. If the issue is not resolved, then I will contact the Athletic Supervisor.

My signature is a testament that I have read, understand, and agree to abide by the Bluefin Handbook.

Print name _____

Signature _____

Date _____