



LANIER AQUATICS

Frances Meadows Aquatic Center

2017-2018
Parent Handbook

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Introduction

Welcome to Lanier Aquatics! This competitive swim club is being offered as an extension to the vast aquatic programs already provided by the Frances Meadows Aquatic Center. Whether you are new to swimming or are a record holder, you have a place here. Please review the information below to find out what we are all about and to see how we can fit your needs. We are grateful you have considered us as an option and would be honored for you to join our team!

Why Swim?

The USA Swimming age group swimming program is America's largest program of guided fitness activity for children. Age group swimming builds a strong foundation for a lifetime of good health, by teaching healthy fitness habits.

Physical Development

Swimming is considered the ideal activity for developing muscular and skeletal growth by many physicians and pediatricians.

Swimming develops high quality aerobic endurance, the most important key to physical fitness. In other sports an hour of practice may yield as little as 10 minutes of meaningful exercise. Age group swimming teams use every precious minute of practice time developing fitness and teaching skills.

Swimming does a better job in proportional muscular development by using all the body's major muscle groups. No other sport does this as well.

Swimming enhances children's natural flexibility (at a time when they ordinarily begin to lose it) by exercising all of their major joints through a full range of motion.

Swimming helps develop superior coordination because it requires combinations of complex movements of all parts of the body, enhancing harmonious muscle function, grace, and fluidity of movement.

Swimming is the most injury-free of all children's sports. Swimming is a sport that will bring kids fitness and enjoyment for life. Participants in Master's Swimming programs are still training and racing well into their 80's and beyond.

Intellectual Competence

In addition to physical development, children can develop greater intellectual competence by participating in a guided program of physical activity. Learning and using swimming skills engages the thinking processes. As they learn new techniques, children must develop and plan movement sequences. They improve by exploring new ideas. They learn that greater progress results from using their creative talents. Self-expression can be just as

much physical as intellectual. Finally their accomplishments in learning and using new skills contribute to a stronger self-image.

Positive Impacts of a Swim Team

Swimming is a sport that allows children to interact with other kids their same age, while staying healthy at the same time. Many swimmers even build lifelong friendships as a result of their participation within the sport. And, swimming is a sport that a child can take into their adulthood- giving them something to participate in throughout their entire life!

The Swim Team Environment- Team sports offer not only physical benefits, but also emotional and psychological. Sports offer children the ability to learn and develop their leadership skills. While some children are born with natural leadership abilities, other children learn the skill through participating in team sports. Students who participate in team sports often have greater academic performance than students who don't. Team sports like swim teams teach children about setting benchmarks, about seeking improvement and about striving for excellence, all skills which translate into the classroom. Children who participate in team sports also often experience increased self-esteem, increased confidence and lower stress levels than students who don't. The positive impacts of swim teams are overwhelming! Swimming is known as the great equalizer in that everyone has the same ability in water regardless of ability on land. The Swim Team Environment exists to build each other up and support each other through all challenges.

The Health Benefits of Swimming- Swimming is a form of exercise that burns a high quantity of calories, is easier on the child's joints than higher impact sports, works to build strong muscles and endurance and promotes a healthy body overall. Teaching proper fitness and nutrition is a large component of the training that your child will enjoy learning while in our program.

Social Benefits of a Swim Team- The social benefits of your child participating on a swim team extend outside of their own life. Swim teams provide social benefits for the parents, grandparents, extended family and circle of friends. Parents often develop a larger circle of friends by becoming friends with the parents of other swim team members. Dinner parties, social gatherings and other community events often develop among the swim team parents. A sense of community and comradely develop not only with the parents of team members, but also within the entire extended family and the swimmer's grandparents. We want all swimmers to feel like they are with family when they are in our supervision.

Impacts of Leadership- Swimmers on a swim team are positively impacted by a number of adult figures, including coaches, officials and the collective group of parents. Each of these individuals serves as role models for the swimmer, giving them an authority figure in which to learn from and to model after. In addition to these benefits, each of these adult figures provide a collective, extended family effect which adds to the development and instruction that the swimmer is receiving within their own home. This collective group serves as the 'village' needed to raise a child in today's world.

Learning from Mistakes- As with any sport, swimming presents a variety of developmental opportunities for the athlete. Mistakes made during practice and during a

swimming event, such as being disqualified, present the athlete with the chance to evaluate their efforts and results for strengths and weaknesses. They can review these results for opportunities in which to improve during the next competition, giving them areas of focus during swim practice. Self-awareness is an important skill to possess as an adult, as no matter what the forum, evaluating where you presently are, where you want to go and what steps are required to get there, is a prerequisite for achieving success. Team sports offer benefits to the swimmer, as well as to everyone that touches the swimmer's life.

History:

Lanier Aquatics (LA), a local youth swim team program, has been in existence in the Gainesville/Hall County area for more than fifty years and was originally known as the Gainesville Swim Team, becoming Lanier Aquatics in the 90's. LA has historically been one of the best small club teams (fewer than 100 swimmers) in the state and consistently places in the top three at the Georgia State Championships every year.

Recent team accomplishments include:

- Lanier Aquatics: 2015 Division 3 Senior State Champions 2015
- LA won the small team championship at the Georgia Senior State Long Course Championships held at UGA in July, 2014
- LA won the Georgia Senior State Short Course Championships held at Georgia Tech in December, 2013
- Placed 2nd at the 14 and under State meet, also at Georgia Tech, in February, 2014
- Highest scoring men's team from Georgia at the Senior Sectional Championships held in Charlotte, NC in March, 2014

LA has had Junior and Senior National qualifiers, Olympic Trials qualifiers and many swimmers that have moved on to college programs including UGA, Auburn, Ga. Tech, West Point, Air Force Academy, NC State, Cornell and many others.

Our Mission:

The Gainesville Parks and Recreation Agency, through a coordinated effort, seeks to enrich the quality of life of the citizens we serve by providing safe and accessible facilities and a diversified program of activities in an effective, efficient, equitable, and responsive manner.

Our Vision:

The Gainesville Parks and Recreation Agency strives to inspire and sustain a passion for parks and recreation experiences that enhance our community's quality of life.

Training Philosophy

There are as many Training Philosophies as there are swim clubs. Management feels that based on the Agency's Mission Statement and Vision, the best philosophy for the Lanier Aquatics would be a Motivational Training Program as described by Dora Diamond (The Effects of a Motivational Training Program on Competitive Swimming). As described, Motivational Training Programs for competitive swimmers focus on various types of

motivation. One is known as intrinsic motivation or inner motivation, which includes reasons why individuals decide to swim competitively. Another is called extrinsic motivation or external motivation, whereas swimmers seek recognition or external rewards for winning in swim competitions. Motivational training techniques enable swimmers to build strength and increase their performance and speed. As competitive swimmers become more competent in their swimming skills, they gain a sense of power.

1. Improvement of Goal Setting

- A part of motivational training for competitive swimmers includes learning the interval goal setting (IGS) model. IGS was developed by Frank O'Block and Frederick Evans to assist athletes with quantifying goal setting during training. Interval goal setting requires swimmers to use an average time from at least five past performances, the best time within those performances, the difference between the average and the best performances and an upper boundary, lower boundary and midpoint for a targeted goal. IGS serves to improve performance and motivate competitive swimmers, as they monitor and control their goal setting.

2. Performance Enhancement

- Motivational training programs teach competitive swimmers how to reduce stress and minimize depression. As swimmers learn to control these types of negative factors, they experience improvement in their swimming performance. According to the International Journal of Aquatic Research and Education, master swimmers also experience a boost of participation from repeat visitors who watch their swimming competitions.

3. Increased Level of Confidence

- Competitive swimmers learn how to improve swimming techniques in motivational training. This type of skill building empowers competitive swimmers to increase their level of confidence -- which affects other outcomes. Increased confidence causes competitive swimmers to experience the drive to continuously monitor training goals and face challenging performances with inspiration.

4. Consistency of Effort

- Competitive swimmers who participate in motivational training programs exhibit an improvement in their efforts to prepare for training and swim competitions. While goal setting facilitates the development of training schedules, intrinsic and extrinsic motivation drives increased efforts of competitive swimmers to satisfy their goals. Motivational training programs enable a competitive swimmer to focus on a training schedule and performance in a consistent manner. Swimmers will benefit from having a steady schedule.

Coaches Role

All Lanier Aquatics coaches meet high criteria set forth by USA Swimming. Each coach is a certified lifeguard and/or Safety Training for Swim Coaches, and holds a current First Aid and CPR certification. Coaches have also passed a national background check through Gainesville Parks and Recreation and USA Swimming. All of the above requirements must be kept up to date for a swim coach to remain in good standing with USA Swimming and Gainesville Parks and Recreation.

Lanier Aquatics coaches' main responsibilities are to mold all of our swimmers in to the best swimmers that they can be. In addition, coaches mentor swimmers in life skills and positive values.

Coaches build relationships with team families, to achieve mutually-set goals for each swimmer.

Coaches also help the team to build relationships with other aquatic organizations.

Meet the Lanier Coaches



JIM YOUNG

Head coach Jim Young has led the LA program since 1982 and is the only American Swim Coaches Association certified coach in the area (ASCA level 4). He has been coaching in Georgia longer than any

other coach in the state and has served twice as the president of the state swimming coaches committee, served Georgia Swimming as the vice chair, age group chair, coaches chair, technical planning chair and senior swimming committee member.

Coach Jim and LA have vast experience and knowledge in developing swimmers from the beginning swim team level through elementary, middle and high school years on to a successful college career. The LA program philosophy is based around the question of where we want to see the youth of today when they reach adulthood and what kind of experiences do they need during their developmental years in order to become positive, achieving, successful, contributing members of our community and nation into their 20's, 30's, 40's and beyond. We believe that the LA approach to youth development through the medium of competitive swimming offers unique lessons that greatly contribute to the experiences needed for life-long success. As far as the sport itself goes, we are not so concerned with how fast a swimmer is at age 10 or 11 but whether or not that swimmer is still in the sport through their high school and hopefully college years and still enthusiastically participating and improving.

Crystal Tavares

Coach Crystal Tavares began with Lanier Aquatics in October 2016, she's from central Florida where she ran the Kissimmee Swim Association for the past nine years. As an ASCA Level 4, Coach Crystal has produced Junior and Senior National swimmers as well as Sectional and State finalists. She believes in a technique focus with a strong aerobic base produces the best swimmers. She was involved with the Florida LSC as an Area rep for Central Florida, she also served as the 13-14 Boys coach for the 2015 Florida All Star meet and the 13-14 Girls coach for the 2015 Florida Age Group Zone Team.

Parent/Guardian's Role

As the Parent/Guardian of a competitive swimmer, your main responsibility is to provide a caring, supporting environment. This support will encourage your child to feel good about his or her interest in competitive swimming. Show your support by ensuring your swimmer's attendance at practices and swim meets.

Parents/guardians are not participants on their child's team but contribute to the success experienced by the swimmer and his or her team. Parents/guardians serve as role models, and children frequently emulate their attitudes. Strive to be a positive role model. Most important, show good sportsmanship at all times toward coaches, officials and other teams.

Parents' Code of Conduct

As a parent in the Lanier Aquatics program, your primary responsibility is to encourage and support your child's participation in the program. In general, parents are expected to show interest and provide positive support by ensuring their child's attendance at practices, by attending and volunteering to help at swim meets, and by participating in club activities.

In accepting to be a part of the Lanier Aquatics, parents of swimmers participating in the program agree to adhere to the following Code of Conduct:

A) Be a Good Role Model - Parents serve as role models and their children invariably emulate their attitudes and behavior. Be aware of this and strive to be positive role models. Most importantly, show respect and good sportsmanship at all times toward other swimmers, coaches, officials, and opponents. Remember that you are teaching your child at all times.

B) Be Enthusiastic and Supportive - The best way to help your child achieve goals and reduce the natural fear of failure is through positive reinforcement. No one likes to make a mistake. If your child does make one, remember that this is a learning experience. You and your child should learn to treat success and failure as learning experiences and not life changing situations. Encourage your child's efforts and point out the positive things. Your role is to provide unconditional love and support regardless of outcome.

C) Remember that Your Child is the Swimmer - Children need to establish their own goals and make their own progress towards those goals on their own time schedule. Be careful not to impose your standards and goals. Do not over burden your child with achieving best times, making time standards, or winning. Keep your swimmer's development in the proper perspective.

D) Let the Coach, Coach - Parents are expected to refrain from making stroke corrections, judging performance or trying to coach their swimmer in any way. The coach has been hired to teach technique, design the training program, and evaluate your swimmer's performance. When parents interfere with opinions as to how the swimmer should swim, it causes considerable confusion as to who the swimmer should listen to and respect. If you have questions about Lanier Aquatics and/or if you can offer insight on your child that will enable the coach to be more effective, please confer with the coach before or

after practice. **Parents are expected to remain off of the pool deck at all times during practices and meets.**

E) Be a Positive and Constructive Communicator - If questions, concerns, or problems arise, we readily encourage and want parents to contact our coaches. Parents often feel more comfortable discussing concerns or disagreements with other parents rather than taking them directly to the coach. Not only is the problem never resolved that way, this approach often results in new problems being created. If the coach cannot satisfactorily answer a question or resolve a concern, you should then take your concern directly to the Division Manager. By following this procedure, we insure that the people best able to answer your questions or solve problems are the first individuals contacted.

F) Swim Meet Protocol - Any questions that parents may have concerning meet results, an officiating call, the conduct of a meet, and/or the meet facility should be referred to the Lanier Aquatics coaching staff only. Our coaches, in turn, will pursue the question or matter through appropriate channels.

In accordance with USA Swimming rules, parents are expected to remain in the spectator area and off the immediate competitive deck unless they are working the meet in an official capacity. Failure to do so will result in penalties for the swimmer, parent and team as a whole.

G) Support the Team – Volunteering is an essential part of the Lanier Aquatics program. The team is dependent on parent volunteers to successfully fulfill the goals and objectives of the club for many activities. These activities address the major functions of hosting swim meets, fundraising, and administrative support. A requirement of membership is that all families must volunteer to work at a minimum of two sessions of major swim meets hosted by the LA. This will in turn, keep our monthly fees down and affordable to all.

H) Late Payment Fee: If the monthly dues payment is not received by the 10th of each month, a late fee of \$15 per month will be assessed to the family's dues account for each child.

I) Team Assignments: The assignment of the swimmer to a practice team is the decision of the coaching staff.

J) Meet Participation Commitment: To ensure a full range of competitive opportunities for team members, and to supplement operating revenues, LA hosts 8 swim meets per year. An adult member of each Lanier Aquatics family is expected to participate to work at these meets to ensure adequate coverage of the required meet support functions.

K) Family in Good Standing: families in good standing are ... (1) current on all dues, meet fees, and team registration fees, (2) have met the volunteer commitment and abide by all other stated obligations, and (3) signed Parent and Swimmer Code of Conduct forms. If a family is not in good standing at the start of the Swimming Year, their swimmers will not be permitted to enter the water until the family has satisfied the stated requirements.

L) Swimmers must pay an annual membership fee to USA Swimming in order to participate in USA Swimming sanctioned meets. If your child is transferring from another swim club and has already paid the annual fee, then they won't have to pay until the following year. If your child is new to swimming, then they would have to pay the annual

fee at the time they register with the Lanier Aquatics. USA Swimming occasionally makes its membership list available to its marketing partners.

Release of Liability

The release of Liability can be found on the registration forms and must be signed by all families joining Lanier Aquatics. Parent hereby releases Lanier Aquatics / Gainesville Parks and Recreation, its employees, officers, directors and volunteers and any facility used by Lanier Aquatics from any liability arising out of any injury to the Swimmer(s) which may occur while the Swimmer(s) is/are participating in the Lanier Aquatics swim program, including, but not limited to, practices, meets, travel trips, and other team activities.

Lanier Aquatics – TRAINING GROUPS

Group Swim Lessons (Ages 6 months – any age)

These classes range in levels from Parent/Child beginner classes all the way to Level 6 Swimming and Skill Proficiency. This program is the catalyst to competitive swimming and a lifelong love of the sport. Classes are taught in four 30 minute classes in a group setting. These lessons are offered March through July.

Private Swim Lessons (Any age)

If you are in need of additional specific training, private swim lessons are taught in four 30 minute classes. These lessons are offered September through April.

Nova

This is the entry level for swimmers ages (approximately) 6 – 10 years, with basic swimming skills. They have six available practice times per week and should strive to make at least three. The focus is on elementary technique and enjoying the water. Participants need to be able to complete at least 25 yards (one pool length) unassisted.

Intermediate

This group ranges in age from 8 years to early teens. The basics are constantly emphasized and more conditioning is introduced. Participants need to be able to swim all four strokes legally. Of the six practices offered each week, it is recommended that swimmers in this group attend at least four.

Advanced

This level is for swimmers ages 9 years and over with good basic skills that need accelerated training in technique and conditioning. Of the six practices offered each week, it is recommended that swimmers in this group make at least four. Must be able to legally perform all strokes and also be able to swim ten fifties leaving every minute.

Gold

This is the second highest level training group and is for swimmers age 11 years and older that have the desire, skills and conditioning to train for the eventual move up to the top training group. Must be able to perform all events in the sport and be able to make fifteen 100's leaving every minute and thirty seconds. This group is also for 8th through 12th graders who wish to train throughout the year for their school teams but are not ready for or do not wish to commit to the higher level groups. Swimmers in these group should make as many scheduled practices per week as possible.

Senior

This is the highest training group offered and is for those swimmers with the desire, skills and conditioning necessary to train at the elite level. Fourteen years is the usual entry age for this group. Swimmers in this group are required to make all scheduled practices. Mutual consent from coaches, swimmers and families required to join this group. Must

have performed all events in the sport in competition and be able to swim twenty 100's leaving every minute and twenty seconds.

Masters Swimming (18 yrs and old)

U.S. Masters Swimming welcomes swimmers of all abilities who want to improve their overall fitness, develop better technique, or train for any type of swimming competition. If you want to get fit, become a better swimmer, stay motivated and meet new friends, U.S. Masters Swimming is the place to be.



SQUAD: Nova Group AGES: 6-10 yrs old

CATEGORY #1 → Character Development

Sportsmanship

Respectful of your parents, officials, fellow swimmers and coaches.

Social Skills

Has good listening skills/eye contact with coaches.

Takes instruction well.

Has no visible separation anxiety (crying during practice/does not need a parent during practice)

Respectful of pool locker rooms, team equipment and other swimmers' property.

Must learn proper lane etiquette.

Must understand safety rules, as related to pool safety rules and the LA Code of Conduct.

CATEGORY #2 → External Training Factors

Nutrition

Parents are expected to offer good sources of food.

Time Management

Parents will be responsible for getting swimmers to practice on time.

Parents should commit to 3 practices per week.

Team Commitment

Encouraged to attend at least 3 practices per week.

CATEGORY #3 → Entry Expectations

25 Free / 25 Back

25 Freestyle with rotary rhythmic breathing

Comfortable on their back position

Equipment Requirement

Water bottles, fins, mesh bag with name on it, kickboard, goggles

CATEGORY #4 → Promotion Expectations

3 Legal Strokes – 25 yards.

Freestyle – good head position and has long strokes with above water recovery.

Backstroke – proper body position. Has straight arm recovery, using alternating arms.

Do all 4 competitive kicks.

Michael Phelps Streamline off the wall.

Front start from the deck or starting block.

Front somersault which is introduction to freestyle and backstroke turn.



SQUAD: Intermediate Group AGES: 8-12 yrs old

CATEGORY #1 → Character Development

Sportsmanship

Respectful of your parents, officials, fellow swimmers and coaches.

Must display lane etiquette; i.e. Circle swimming and leaving 5 seconds apart. Finishing hard into the wall and moving out of the way.

Social Skills

Respectful of other swimmers' space in practice; i.e. No splashing or touching other swimmers.

Respectful of pool locker rooms, team equipment and other swimmers' property.

Must understand safety rules, as related to pool safety rules and the LA Code of Conduct.

CATEGORY #2 → External Training Factors

Nutrition

Parents are expected to offer good sources of food.

Time Management

Expected to make at least 3 practices per week, to always be on time (10 minutes before practice is scheduled to start)

Stress Management

Controls emotions at practices and meets.

Team Commitment

Attends at least 3 practices per week.

Required to compete in at least 1 swim meet.

CATEGORY #3 → Entry Expectations

3 Legal strokes – 25 yards

Freestyle – good head position and has long strokes with above water recovery.

Backstroke – proper body position. Has straight arm recovery using alternating arms.

Breaststroke – legal pull with a correct kick. Pull / kick / glide coordination.

Butterfly – keyhole pull with a straight arm recovery and the legs must stay together during the dolphin kick.

Legal kicks for all 4 competitive strokes.

Michael Phelps Streamline off the wall.

Front start from the deck or starting block.

Front or back somersault which is introduction to freestyle and backstroke turn.

Equipment Requirement

Water bottles, fins, mesh bag with name on it, snorkel, pull buoy, kickboard, goggles

CATEGORY #4 → Promotion Expectations

Able to do all 4 competitive strokes legally according to USA Swimming rules.

Freestyle-breathing every 3 strokes to learn breath control.

Capable of doing all turns legally.

Training Performances

10x25 freestyle :45

6x50 freestyle 1:20

10x25 backstroke :45

6x50 backstroke 1:20

6x25 alternate fly and breast :45

Complete 100 1M

Meet Requirements

Must have participated in at least 2 swim meets in their season prior to move up.

Events swum must include:

50 of all strokes

100 1M

100 and 200 Freestyle



SQUAD: Advanced Group AGES: 9+

CATEGORY #1 → Character Development

Sportsmanship

Respectful of your parents, officials, fellow swimmers and coaches.

Congratulates teammates and competitors regularly, handles disappointment, swims in appropriate manner.

Understands lane etiquette; i.e. Circle swimming and leaving 5 seconds apart.

Social Skills

Respectful of other swimmers' space in practice; i.e. No splashing or touching other swimmers.

Respectful of pool locker rooms, team equipment and other swimmers' property.

Encourages other swimmers to do their best at practice and at meets.

Must understand safety rules, as related to pool safety rules and the LA Code of Conduct.

CATEGORY #2 → External Training Factors

Nutrition

Brings a water bottle to every practice.

Must understand proper nutritional needs.

Time Management

Encouraged to make 4 of 5 practices per week, expected to make 3.

Informs coach of planned practice absences and reasons; via email phone or in advance.

Understands the importance of rest.

Stress Management

Understands meet performance.

Team Commitment

Competes in meets that are suggested for the group.

Competes in highest level of meet they qualified for.

CATEGORY #3 → Entry Expectations

Able to do all 4 competitive strokes legally according to USA Swimming rules.

Freestyle-breathing every 3 strokes to learn breath control.

Capable of doing all turns legally.

Training Performances

10x25 freestyle :30

10x50 freestyle 1:00

10x25 backstroke :45

6x50 backstroke 1:10

6x25 alternate fly and breast :40

Complete 200 1M

Meet Requirements

Must have participated in at least 2 swim meets in their season prior to move up.

Events swum must include:

50 of all strokes

100 IM & 200 IM

100 and 200 Freestyle

Equipment Requirement

Water bottles, snorkel, fins, mesh bag with name on it, pull buoy, kickboard, goggles

CATEGORY #4 → Promotion Expectations

Able to do all 4 competitive strokes legally according to USA Swimming rules.

Training Performances

10x100 freestyle 1:30

Able to do a 500 freestyle in 8:30

6x100 backstroke 1:55

6x100 breaststroke 2:00

12x25 butterfly :40; Breathing every other stroke with good body line.

5x100 kicks 2:20

3x100 1M 3:00

Must be proficient in doing 5th stroke – underwater dolphin kick for free, back and fly breakout.

Must be able to swim 10 minutes.

Kick a 50 of all 4 strokes in a streamline.

Capable of reading a pace clock.

Capable of counting their own lengths.

Must have swum in a competition

200 1M, 100 of each stroke and 500 freestyle

Racing start off the block

Meet Requirements

Must have participated in at least 4 swim meets in their season prior to move up.

Events swum at least once must include:

50, 100, 200 and 400/500 freestyle

400 1M

And 2 out of 3 from either of the 200 breaststroke, 200 backstroke and/or the 200 butterfly

Swimmer is required to do these!



SQUAD: Gold & Senior AGES: 12+

CATEGORY #1 → Character Development

Sportsmanship

Understands the importance of the TEAM.
 Respectful of your parents, other swimmers and coaches.
 Congratulates teammates and competitors regularly.

Social Skills

Swimmer is not influenced by negative behavior/actions of teammates.
 Understands and takes responsibility for attendance, performance and habits in practice and how these 3 relate to meet performance.
 Respectful of other swimmers' space in practice; i.e. No splashing or touching other swimmers.
 Meeting and interacting with swimmers from other teams.
 Respectful of pool locker rooms, team equipment and other swimmers' property.
 Participates in team building and team trips when offered.
 Must understand safety rules, as related to pool safety rules and the LA Code of Conduct.

CATEGORY #2 → External Training Factors

Nutrition

Brings a water bottle to every practice.
 Demonstrates eating a balanced diet and basic fuels used during training sessions.
 Eats healthy snacks.

Time Management

Prioritizes family, school work, swimming, social activities and other commitments.

Team Commitment

Practices are mandatory, unless excused by the Senior Coach in advance.
 Trains in summer months.
 Competes in highest level of meet they qualified for.
 Actions show dedication to the team and promote values of the team.
 All high school swimmers planning on swimming for their high school team must coordinate their high school practice and meet requirements with LA Coach.

CATEGORY #3 → Entry Expectations

Gold Training Performances

10x100 freestyle 1:30
 5x200 freestyle 2:50
 3x500 freestyle 7:20
 8x100 backstroke 1:35
 8x100 breaststroke 1:45
 10x50 butterfly 1:00 u/40
 5x200 1M 3:00

Senior:

15X100 @ 1:20
 8X200 @ 2:45
 3X500 @ 6:20
 8X100 @ 1:25
 8X100 @ 1:35
 10X50 @ :55
 5X200 @ 2:45

8x100 kicks 1:50
8x100 pulls 1:40

8X100 @ 1:45
8X100 @ 1:25

Knows advance stroke drills

Junior/Senior Practice Requirements

Practices are mandatory, unless excused by the Senior Coach in advance.

Junior / Senior Meet Requirements

Must have participated in at least 4 swim meets in their season prior to move up.

Events swum at least once must include:

1 of the above plus 800/1000/1500/1650 freestyle events or 400 1M. Additionally 2 out of 3 from either the 200 breaststroke, 200 backstroke and/or the 200 butterfly.

Equipment Requirement

Water bottles, snorkel, fins, paddles, pull buoy, kickboard and mesh bag with name on it

Progress & Advancement

Coaches will meet with the swimmer and their parent(s) to discuss goals, progression, performance and efforts as needed. This will be an interactive time for discussion so that the swimmer is fully supported by the coach as well as their family. Goals will be written clearly and copies given to each family so that progress in the right direction can be achieved.

There are clear descriptions and expectations for advancement into the next level. It is the purpose of each squad to prepare the swimmer in four categories: character development, external training factors, entry expectations and promotion expectations. While we understand that a swimmer might not strive to make it to the next level, it is important that we have a level of expectation within each group in order to improve the overall swimmer's ability and create an environment of high expectations for all swimmers in the club.

LA move ups are decided upon after the final meets in March and July. The swimmers change groups immediately after we get back into the water after Spring Break in early April and after the summer break ends in July. The phrase "the season prior to moving up", then, is defined as: April to August for move ups being made in March and September to March for move ups being made in August.

Suspension

Coaches may suspend a swimmer from practice for disciplinary reason for a maximum of three days. Coaches may decide that a swimmer be expelled from the club if in his/her judgment, the swimmer is unable to conform to the disciplinary guidelines established for swim practice and club participation.

Swimming with Other Teams

Swimmers will be allowed to swim with other club teams and/or high school teams for practice and/or meets as long as the Head Coach, Jim Young, is made aware your arrangement prior to swimming with the other team.

Swimmers' Code of Conduct

2017-2018 Season

In accepting to be a part of the Lanier Aquatics Swim Team, I agree to:

1. Commit to team goals, team philosophy, and the program requirements and procedures.
2. Display proper respect, honesty, and sportsmanship toward coaches, officials, parents, fellow competitors and teammates. Exhibit team work and team spirit at meets and practices. Trash talking and profanity are unacceptable at all times.
3. Display proper behavior at all times in the locker room. This includes, but is not limited to, the following items: No rat tails (towel snapping); no turkeys (hand slapping for the purpose of leaving a mark on a fellow swimmer); no chicken fights; no hitting, slapping or punching of any kind; no name calling; no going through other swimmers bags or personal items. In short, no physical violence, thievery or disorderly behavior will be tolerated while using the locker rooms. These behaviors will also not be tolerated at any Lanier Aquatics practice, meet, or team event.
4. Refrain from any immoral, inappropriate or unacceptable behavior such as, but not limited to:
 - a. Smoking
 - b. Drinking any alcoholic beverages
 - c. Use of any drugs unless medically prescribed
 - d. Any illegal activity
 - e. Abusive or inappropriate action toward another person
 - f. Follow and obey team travel trip restrictions such as curfews, lights out policies, and any other guidelines placed by a team coach, team chaperone, or any other authority figure.
5. Represent Lanier Aquatics Swimming with the honor, pride, and dignity that is expected as a Lanier Team Member at all times.

Failure to abide by team rules and team expectations will result in disciplinary action as necessary. A swimmer who violates any of the above will be required to meet with the coaching staff and their parents to discuss potential consequences.

By signing this Code of Conduct, Swimmer takes full responsibility for his or her actions as a representative of the Lanier Aquatics Swim Team.

Equipment

There is a practice equipment and meet apparel requirement for each squad. The list is in the squad description and sources for purchasing these items can be given upon request.

Team Attire

- Lanier Aquatics Team Suit is a solid navy blue for all swimmers at meets. Tech suits must be FENA approved suits. Tech suits are discouraged at regular age group meets. They should be worn only at championship meets or when a swimmer is trying to qualify for a championship meet.
- Lanier Aquatics Cap (Required for all swimmers at meets)

Practice equipment and team suits may be purchased online at www.swimandtri.com.

- Click on Team Portal
- Team Portal Code: LanierGA

Team caps and t-shirts can be purchased at the front desk of the Frances Meadows Aquatic Center. Team attire is strongly suggested to be worn at all meets. Parkas are a highly recommended item to keep swimmers comfortable after workouts and between events at meets. Visit Swim and Tri (www.swimandtri.com) to purchase warm-ups, parkas, and swim suits.

Lost and Found

You are strongly encouraged to label all of your swimmers equipment. Labeled equipment found at practice can easily be returned to the swimmer. Unlabeled equipment found around the pool deck will be placed in the ticket booth. It will be kept for 2 weeks and then if not claimed donated to a local charity. Swimmers should keep all personal belongings on the pool deck and not in the locker room during practice sessions. The locker rooms will be used by other patrons during practice times. Gainesville Parks and Recreation is not responsible for lost or stolen items.

Participation Fees

Monthly Dues

In consideration of the participation of the swimmer(s) in Lanier Aquatic's competitive swim program, the Parent/Guardian agrees to pay the dues for the Swimmer's practice level that is set forth. Monthly payment of dues shall be due and payable on the first day of each month. Dues may be prepaid at any time. Swimmers are expected to pay for the entire month no matter how many days they attend practice. If the monthly dues payment is not received in full by the 10th of the month, a late fee of \$15 per month will be assessed to the family's account. Payments may be given to the front desk attendant at the Frances Meadows Aquatic Center during regular business hours. Under no circumstances are staff and/or coaches allowed to take money away from the front desk.

Annual Breaks and Practice Cancellations

Throughout the season Lanier Aquatics will take a break from practice at the end of Short Course and Long Course seasons. There will be additional practice cancellations due to home swim meets, high school swim meets, and holidays. These cancellations are factored in when calculating monthly payment of practice dues. Practice cancellation dates can be found on the practice schedule located in this handbook or the Lanier Aquatics TeamUnify website.

USA Swimming Membership Dues

Any swimmer wanting to compete in USA sanctioned meets must be registered with Georgia Swimming (LSC), our local USA Swimming organization. This annual membership fee of \$110 for first swimmer from family and \$90 each additional swimmer is due upon new member membership registration and upon renewal of memberships in September. The USA Swimming membership is an annual membership from September 2017 through December 2018.

Trial Memberships

Any swimmer can participate in Lanier Aquatics for a week free. The purpose of the week trial is to give families an opportunity to try the sport of competitive swimming prior to making a substantial financial commitment. A trial week consists of 6 consecutive days.

Family Discounts

Lanier Aquatics offers a 10% sibling discount for more than 2 swimmers in a household.

Scholarships

Children at Play scholarships will be given to swimmers that qualify. For more information about scholarship opportunities please visit the Lanier Aquatics TeamUnify website.

Programs

It is the intent by forming the Lanier Aquatics that we are able to reach new and untapped markets for swimming. With the presented options, we reach all age and ethnicity groups as well as those with all types of physical abilities and economic status while further enhancing community outreach and partnerships.

Under the umbrella of Lanier Aquatics, current programs include:

- American Red Cross Training and Certification Classes
- Learn-To-Swim Classes for 6 months to adults; private or group
- Year Round Swim Team for 4-22 years of age
- Summer Swim Team for 4-22 years of age
- Masters Team for swimmers 18-100 years of age
- High School Lane Rentals
- Swim Meets

Volunteer Requirements

Home Meet Volunteering

Your family must provide one adult to volunteer at each Lanier Aquatics hosted meet that your child competes in. The time required of each family depends upon the size and duration of the meet. The meets for the season are listed below with their volunteer time requirements. Your family is required to volunteer regardless of whether you swimmer(s) participates in the meet. Failure to meet this requirement will result in a assessment of \$25 for each hour not worked. Home meets for the 2017-2018 season are: September Invite (September 2017), November Invite (November 2017), December Invite (December 2017), February Invite (February 2018), March Invite (March 2018), NGSL Splash Meet (June 2018), GRPA District (July 2018), NGSL Championship (July 2018).

Away Meet Assistance

In order to make a more organized and enjoyable meet experience for all swim meet participants, LA encourages its families to help orient new swimmers to meet protocol at their first swim meet.

Club Communication

Email

Emails will be sent to inform parents/guardians and swimmers of upcoming events, such as swim meets, team social events, fundraising opportunities, volunteer events, etc. Be sure to keep your email address current.

TeamUnify Website

Updates on meets, practices, team events, etc. will be posted on the TeamUnify website at www.teamunify.com/gagpr

Bulletin Board

The bulletin board located near the Lanier Aquatics office is updated with information related to team events. Important reminders or upcoming events may also be posted on the dry erase board located to the left of the office.

Text Messaging

Use the communication editor located in your account on the TeamUnify website to add or remove email addresses and text messaging devices. Text messaging is used for coach drive time-sensitive messages, such as pool closures.

- Use the 'Add' buttons to add an address/number
- Double-click on an item in the list to edit it
- Click on the red 'X' button to delete an item
- NOTE: The first account email address is your login ID. Changing it will change your login username.

Swim Meet Procedures

As a competitive swim team, we encourage all of our swimmers to attend swim meets and compete in events recommended by their coaches. Swim meets provide an opportunity for the swimmers to measure the progress of their training and practice. They are also a social time, which enables the swimmers to build friendships with fellow teammates.

Short Course and Long Course Seasons

USA Swimming recognizes two seasons within each calendar year. The season beginning around Labor Day and ending in mid-February is referred to as the short course season. During the short course season meets are recognized as “yard” events. There is also a long course swim season that begins in March and ends in early August. Meets during long course season are recognized as “meter” events.

Swimmer Events

Your swimmer’s coach will help the swimmer select the events that they will participate in. The coaching plan, swimmer ability, coach-swimmer goals, and other factors will be considered as the events are being selected. Swimmers and parents/guardians are able to request events during the sign up process, but the coaches make the final decision.

Newer swimmers will initially be placed in events that they will succeed in. As their skills build, they will be placed in more challenging events as determined by their coach.

Meet Fees

Individual event and relay fees are required for entry in a swim meet. Meet fees for swim meets are the responsibility of the parent. Meet information for all swim meets can be found by visiting our TeamUnify website at www.teamunify.com/gagpr. Swim meet fees will be due by the 10th of the month following the meet, due dates will be set in weekly email. If swim meets are not paid by the 10th of the month, swimmers will incur a \$15 late fee on each swim meet.

Upon passage of the meet sign up deadline, LA submits all entries and meet fees to the host club. Meet fees are non-refundable to LA once they have been submitted to the host club. If a swimmer is unable to attend the meet (for any reason) after the submission of the entries and payment, the swimmer will not be refunded for the meet fees. If LA coaches or staff make an error in a swimmer’s entries, the team will be responsible for the subsequent erroneous fees.

Signing up for a Swim Meet

Not all training groups attend the same meets throughout the season, so please check with the coaches to determine if a swim meet is appropriate for your swimmer’s level before you commit.

Please pay particular attention to the deadline and commit your swimmer through your TeamUnify account on our website (www.teamunify.com/gagpr) as early as possible!
Email from Team

Each family will receive an email from Lanier Aquatics approximately 4 weeks before each swim meet. The email will contain a link to the Lanier Aquatics website. Click on the link to go to the MEETS page of the Lanier Aquatics website.

Home Page Access

If signing up through the home page of the Lanier Aquatics website (instead of directly through the email link), find the swim meet you would like to enter under MEETS. It should be listed as a menu option at the top of the page. Click on the rectangular box beneath the heading "Attend this event." "Attend this event" will also take you to the EVENT SIGN UP page of the Lanier Aquatics website.

Commit to this Event

The EVENT SIGN UP page will bring up a chart with the swimmer(s)' name(s) from your family. Click on the swimmer's name in the left column. A commit to the event heading will appear for that swimmer. When accessing the pull down bar, there will be a choice of "yes, please sing (name) up for this event" or "no, thanks (name) will not attend this event." Please mark NO if you do not plan on attending, so that the coach knows that you have considered your attendance at the meet. IF you mark YES, you will have a choice of session to attend. If the meet is held on Friday, Saturday and Sunday, you may select one or both days to attend. Make sure to select the rectangular box on the bottom right corner that states "save changes" or your request will not be processed. The screen will change to show the athlete's name, a box with a check mark, and "committed." You must repeat this process for each of the swimmers in your family.

Notes to the Coach

On the MEETS page, there is a rectangular box for notes. Although the coaches will select the events that your swimmer will participate in, you may place a request or suggestion to various events due to a minimum or maximum time requirement. The coach will ultimately determine if the event is appropriate for the swimmer.

Confirming your Events

Lanier Aquatics recommends that you return to the MEETS page to see which events your coach has selected for your swimmer. Do this as soon as possible after the meet closing date, which can be found on the meet form. IF you find an error, please contact your coach immediately.

Important Swim Meet Information

Meet Information Sheet

Each swim meet will have a meet information sheet that will provide information such as location, date, time, directions, events, cost of events, etc. Please consult this meet sheet prior to signing up.

Timeline for the Swim Meet

Some swim teams provide a timeline for the swim meet. The timeline will show the estimated time for each event, which will allow you to better plan your weekend. Timelines will be emailed to all parents with swimmers participating in the swim meet. Do not use this timeline to determine your arrival time at the meet. Your swimmers' coach will tell them when to arrive for warm-up.

Timing Assignments

All swimmers attending a swim meet must provide a timer to help with timing the swim meet. Timers must be at least 16 years of age.

Electronic Communication Policy of the Lanier Aquatics

PURPOSE

The Lanier Aquatics (the “Club”) recognizes the prevalence of electronic communication and social media in today’s world. Many of our swimmers use these means as their primary method of communication. While the Club acknowledges the value of these methods of communication, the Club also realizes that there are associated risks that must be considered when adults use these methods to communicate with minors.

GENERAL CONTENT

All communications between a coach or other adult and an athlete must be professional in nature and for the purpose of communicating information about team activities. The content and intent of all electronic communications must adhere to the USA Swimming Code of Conduct regarding Athlete Protection.

For example, as with any communication with an athlete, electronic communication should not contain or relate to any of the following:

- Drugs or alcohol use;
- Sexually oriented conversation; sexually explicit language; sexual activity
- The adult’s personal life , social activities, relationship or family issues, or personal problems; and
- Inappropriate or sexually explicit pictures
- Note: Any communication concerning an athlete's personal life, social activities, relationship or family issues or personal problems must be transparent, accessible and professional.

Whether one is an athlete, coach, board member or parent, the guiding principle to always use in communication is to ask: “Is this communication something that someone else would find appropriate or acceptable in a face-to-face meeting?” or “Is this something you would be comfortable saying out loud to the intended recipient of your communication in front of the intended recipient’s parents, the coaching staff, the board, or other athletes?”

With respect to electronic communications, a simple test that can be used in most cases is whether the electronic communication with swimmers is **Transparent, Accessible and Professional**.

Transparent: All electronic communication between coaches and athletes should be transparent. Your communication should not only be clear and direct, but also free of hidden meanings, innuendo and expectations.

Accessible: All electronic communication between coaches and athletes should be considered a matter of record and part of the Club’s records. Whenever possible, include another coach or parent in the communication so that there is no question regarding accessibility.

Professional: All electronic communication between a coach and an athlete should be conducted professionally as a representative of the Club. This includes word choices, tone, grammar, and subject matter that model the standards and integrity of a staff member.

If your communication meets all three of the **T.A.P.** criteria, then it is likely your method of communication with athletes will be appropriate.

FACEBOOK, MYSPACE, BLOGS, AND SIMILAR SITES

Coaches may have personal Facebook (or other social media site) pages, but they are not permitted to have any athlete member of the Club join their personal page as a “friend.” A coach should not accept any “friend” request from an athlete. In addition, the coach should remind the athlete that this is not permitted. Coaches and athletes are not permitted to “private message” each other through Facebook. Coaches and athletes are not permitted to “instant message” each other through Facebook chat or other IM method.

The Club has an official Facebook page that athletes and their parents can “friend” for information and updates on team-related matters.

Coaches are encouraged to set their pages to “private” to prevent athletes from accessing the coach’s personal information.

TEXTING

In an emergency and subject to the general guidelines mentioned above, texting is allowed between coaches and athletes during the hours from 7am until 9pm. Texting only shall be used for the purpose of communicating information directly related to team activities.

EMAIL

Athletes and coaches may use email to communicate between the hours of 7am and 9pm. When communicating with an athlete through email, a parent, another coach, or a board member must also be copied. This is the preferred method of communication.

REQUEST TO DISCONTINUE ALL ELECTRONIC COMMUNICATIONS

The parents or guardians of an athlete may request in writing that their child not be contacted by coaches through any form of electronic communication.

Team Travel Policy for Lanier Aquatics

Purpose: Athletes are most vulnerable to misconduct during travel, particularly overnight stays. This includes a high risk of athlete-to-athlete misconduct. During travel, athletes are often away from their families and support networks, and the setting – new changing areas, locker rooms, workout facilities, automobiles and hotel rooms – is less structured and less familiar.

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

Section 1 - USA Swimming Required Policies

Club and LSC travel policies must include these policies. These items are Code of Conduct stipulations in the USA Swimming Rulebook.

- a. Club travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club. (305.5.D)
- b. Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered criminal background check. (305.5.B)
- 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). (305.5.A)
- 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. (305.5C)

Section 2 - Recommended Policies

- 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 who 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).

- f. A copy of the Club Code of Conduct must be signed by the athlete and his/her parent or legal guardian.
- g. Team or LSC officials should obtain a signed Liability Release and/or Indemnification Form for each athlete.
- h. Team or LSC officials should carry a signed Medical Consent or Authorization to Treat Form for each athlete.
- i. Curfews shall be established by the team or LSC staff each day of the trip.
- j. 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.
- k. The directions & decisions of coaches/chaperones are final.
- l. 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.
- m. 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.
- n. The Head Coach or his/her designee shall make a written report of travel policy or code of conduct violations to the appropriate club or LSC leadership and the parent or legal guardian of any affected minor athlete.

Section 3 - Other Policies to Consider

The following, organized by topic, is a bullet-point list of additional travel policies to consider. Teams and LSCs may want to utilize some of these policies based on their individual preferences and needs.

Safety

- a. Additional guidelines to be established as needed by the coaches;
- b. Supervised team room provided for relaxation and recreation;
- c. Respect the privacy of each other;
- d. Only use hotel rooms with interior entrances; and
- e. Must wear seat belts and remain seated in vehicles;

Behavior

- 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. Establish travel dress code;
- g. Use appropriate behavior in public facilities;
- h. Establish two different curfews – in own rooms and lights out;
- i. Must stay in assigned hotel room; and
- j. Needs and wellbeing of the team come first.

Financial

- a. No room service without permission;

- b. Swimmers responsible for all incidental charges;
- c. Swimmers responsible for any damages or thievery at hotel;
- d. Must participate in contracted group meals; and
- e. Communicate travel reimbursement information and policies.

General

- a. Establish fair trip eligibility requirements;
- b. Establish age guidelines for travel trips;
- c. Parent(s) responsible for getting swimmer(s) to stated departure point; and
- d. Requirements for families to attend "Team Travel Meets."

Code of Conduct / Honor Code

The Club Development Committee strongly encourages teams and LSCs to create a Code of Conduct or Honor Code as a companion document to the team travel policies.

Required:

All team members, team staff, and parents of minors are apprised in writing of this Code of Conduct and the attached USA Swimming Code of Conduct. A signature on this document constitutes unconditional agreement to comply with the stipulations of both documents.

Recommended:

- 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 Lanier Aquatics. Athlete behavior must positively reflect the high standards of the club (or LSC).

For Consideration:

- a. 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:
 - i. Dismissal from the trip and immediate return home at the athlete's expense;
 - ii. Disqualification from one or more events, or all events of competition;
 - iii. Disqualification from future team travel meets;
 - iv. Financial penalties;
 - v. Dismissal from the team; and/or
 - vi. Proceedings for a LSC or USA Swimming National Board of Review.
- b. Swimmers are to refrain from inappropriate physical contact at team activities and events.
- c. Swimmers are to refrain from use of inappropriate language.

Action Plan of the Lanier Aquatics to Address Bullying

PURPOSE

Bullying of any kind is unacceptable at Lanier 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 Lanier Aquatics 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:
 - i. 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.
 - ii. 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:
 - i. 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.
 - ii. 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:
 - i. Write a letter apologizing to the athlete who was bullied.

- ii. Do a good deed for the person who was bullied, for the Club, or for others in your community.
 - iii. Clean up, repair, or pay for any property they damaged.
 - e. Avoid strategies that don't work or have negative consequences:
 - i. 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.
 - ii. 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.
 - e. 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.