



Hornet Swim Club Handbook

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WELCOME TO THE HORNET SWIM CLUB!

This guide will help you understand our team a little better and answer a few of your questions. Please don't hesitate to contact our board members or coaches after practice if you have further questions. Please note that this document does not supersede the Club's By-laws. A digital copy of the By-laws is available to members upon request.

Our organization is a local club composed of young swimmers and their parents who enjoy swimming. HOSC is a member of USA Swimming. Our club is a non-profit, tax-exempt organization. We are sanctioned by Illinois Swimming, Inc., a Local Swim Council of USA Swimming.

HOSC's mission is to help swimmers improve their swimming abilities as well as develop confidence, strength, and discipline while having fun through competitive swimming. Our team is open to all youth in our community who are interested and willing to learn how to become a competitive swimmer. We provide professional coaches who are educated and experienced in competitive swimming. These coaches create an atmosphere that is safe, fun, and educational for all levels of swimming. Our coaches also create a structure that will provide swimmers the opportunity to achieve the very highest levels of competitive swimming.

TRYOUT PROCEDURES:

Formal tryouts are typically held several times a year: in the summer (for Fall), in November (for Winter), and in March (for Spring/Summer). If the team has space available, tryouts can be done any day that HOSC has a practice scheduled. The coaching staff is always willing to have new swimmers come and check out our team.

Following the initial tryout, the coaching staff will assign each swimmer to a specific group based on age, ability, and experience. Each group has different practice and meet attendance requirements. Practice time will vary depending on which group the swimmer is placed. Practice time will be posted on the website.

Minimum requirements for our team vary by age, but include being at least 5 years of age and able to swim one length of the pool and a proficiency in a minimum of two strokes.

GROUP DESCRIPTIONS AND PHILOSOPHY:

Our philosophy here at HOSC is to have FUN while working hard to become the best swimmers we can be. Our coaches promise to do their very best to be great educators and role models. Every group will work each day to become better at some aspect of competitive swimming. Our coaching staff carefully considers group placement, and will always have the swimmer's long-term success as a competitive swimmer in mind when making any changes. Swimmers are placed in groups (and moved up or down, as appropriate) at the coaches' discretion based on the swimmer's instructional needs in stroke/technique, strength and stamina, attendance record (both practices and meets), age, attitude, and ability to practice without being disruptive/distracting to other swimmers. Placement is not driven by "best times", but instead is based on the best fit for that swimmer. Stroke refinement is a major emphasis of the Hornet Swim Club throughout every level of the team. Group criteria may change at any time depending on the needs of the program and/or swimmers.

BLUE GROUP:

The Blue group is a developmental group for swimmers who are new to year-round competitive swimming, or have an interest in fitness swimming. It is for swimmers approximately 12 & under who have previous swim instruction and are able to swim one length of the pool. The focus for the Blue group is to build upon basic skills, begin to develop the kick, introduce the fundamentals of the arms for competitive strokes, to develop diving skills, and, of course, to have fun! All meets, including our two "Home" ISIs: Swim Your Age in the Fall, and Bee My Valentine in February, are based upon coach recommendation. It is recommended that Blue swimmers attend two to three practices per week.

GREEN GROUP:

The Green group is swimmers approximately age 8 & under who can demonstrate at least two competitive strokes for one length of the pool and are mentally and physically ready to be part of a team. The focus for the Green group is to refine the existing strokes, to develop the kick for all four competitive strokes, to introduce the fundamentals of the arms of the remaining strokes, to develop diving skills, and, of course, to have fun! Our two "Home" ISIs: Swim Your Age in the fall, and Bee My Valentine in the winter, are required meets, and dual meets are available based on coach recommendation. Practice is offered three times per week.

WHITE GROUP:

The White group is for swimmers approximately age 9 & under who have demonstrated at least three competitive strokes and know how to do a competitive start and a somersault in the water (the building block of a flip turn). The White group will focus mainly on stroke, turn, and start refinement. Training sets and the pace clock are introduced at this level. Swimmers in this group must participate in all Home ISIs and any intersquad or dual meets offered. Other meets are optional, based upon coach recommendation. Practice is offered three times per week.

BRONZE GROUP:

The Bronze group is for swimmers approximately age 10 & under who have passed out of the White group or equivalent program, and who demonstrate all four strokes legally, as well as correctly demonstrating all competitive turns and starts. The Bronze group continues to refine strokes and also will have structured training sets designed to improve their conditioning, speed, and confidence. Swimmers in this group must participate in all Home ISIs and any intersquad or dual meets offered. The Bronze group is a competitive group, and other ISI meet attendance is encouraged. Swimmers must attend at least three practices per week

SILVER GROUP:

The Silver group is for swimmers approximately age 11 & over who have passed out of the Bronze group or equivalent program. These swimmers demonstrate four legal strokes, are proficient in starts and turns, and like to compete. The Silver group will continue to refine strokes using detailed drills and advanced training techniques. The focus of the Silver group is to build the endurance and speed necessary to complete the sets used at the Gold and Senior levels. This group is expected to attend four to five practices a week and participate in at least 75% of the meets.

GOLD GROUP:

The Gold group is for swimmers approximately age 11 & over who have passed out of the Silver group or equivalent program and have the ability to complete rigorous sets on demanding intervals. These

swimmers usually have one or more current regional cuts (unless they have recently aged up after having cuts in the previous age group). The Gold group continues to refine strokes using detailed drills designed for the experienced swimmer. Swimmers will be introduced to different types of competitive training such as distance swimming, sprinting, and other specific training philosophies. The Gold group begins to focus on race strategy and mastering the skills needed to compete in every event offered in competitive swimming. The Gold group is expected to attend almost every practice with an occasional miss and participate in at least 75% of the meets offered.

SENIOR GROUP:

The Senior group is for swimmers approximately age 13 & over who are transitioning from Gold group or an equivalent program, and are taking steps toward - but not yet ready for - the advanced training of the Elite group. This group is also for those who wish to swim competitively but are not interested or able to undertake the advanced rigorous training required for the Elite group. The Senior group continues refinement of strokes using drills specially designed for the experienced swimmer. Practices will focus on all aspects of training including distance, sprint, stroke, IM, and resistance. The Senior group is expected to attend four to five practices a week and participate in at least 75% of the meets offered.

ELITE GROUP:

The Elite group is for swimmers progressing from the Gold or Senior group, or an equivalent program, who are fully committed to swimming and the rigorous training environment designed to achieve championship cuts. This group represents the highest level of training for swimmers in our club and will provide an enhanced training environment for swimmers, approximately ages 13+, who are interested in furthering their swimming career beyond state level and high school swimming and are encouraged to train for and compete in a wide variety of events to best prepare them for success in their collegiate years. Eligibility for the Elite group is at least one Open Regional time qualification. Swimmers who qualify but do not wish to swim in the Elite group will be welcome and encouraged to continue in the Senior group. The Elite group continues refinement of strokes using advanced drills specially designed for the experienced swimmer. Practices (2 hours 5-6 times per week, plus 2 dry land sessions each week) will focus on all aspects of training including distance, sprint, stroke, IM, and resistance. Advanced training concepts will be introduced slowly throughout the season. Practices will not only be physically challenging, but also mentally challenging. Minimum practice and meet attendance requirements for Elite group will be 80% of all practices and meets scheduled by coaching staff.

GROUP PROMOTIONS:

Parents are often anxious for their swimmer to advance to the next practice group. The coaching staff makes this decision based upon Practice Attendance, Meet Attendance, ability to complete test sets in a given period of time, endurance, both physical and psychological readiness, and age. HOSC is a competitive club, and swimmers are always placed in the group most likely to help the swimmer advance in the sport. Our coaches want your swimmer to succeed & will always make placement decisions in the best interest of the swimmer. We understand swimmers often form deep friendships with other swimmers, and they like to move together as a group. At times this works out, and at other times, not all swimmers are ready to move at the same time and might move a few months later. We encourage our parents to frame this positively to your swimmer: emphasize the new friendships that can be made during that window, the benefits of being a "lane leader" within the group, and the opportunity to work hard & get stronger for the

next group. **It does not benefit a swimmer to progress them to a more demanding practice group before the swimmer is physically & psychologically ready.** This can result in injury, burnout, bad technique/form during practice, slower race times, and even decreased self-esteem.

TRAINING LOCATION(S)

The club practices out of many locations, including Hinsdale South High School, Downers Grove South High School, and Downers North High School. During the summer, the club also practices outdoors at Five Seasons Club and at the Hinsdale Community Pool.

DRYLAND TRAINING:

Dryland is “out-of-the-water” strength and conditioning, designed to improve the athlete’s performance in the water. The focus of dryland is building a strong core, stretching & flexibility, and strengthening the muscles used in swimming. We work with personal trainers and athletic trainers to develop a dryland program that is age appropriate and safe for young athletes. Swimmers will use their own body weight and resistance in the dryland program, in addition to resistance bands and balance tools to improve the core muscles. Weight-lifting is not a part of our dryland program.

Dryland training is offered to athletes in Bronze group and above.

MENTAL SKILLS TRAINING:

Swimming can be a mentally tough sport & at HOSC, we recognize that there is more to successful swimming than the times achieved in the pool. We partner with the Adler Graduate School of Psychology in order to bring Mental Skills Training to our most competitive groups (Gold and above). Mental Skills training focuses on: goal setting, handling the pressure, being a good teammate, and more. We are pleased to bring this benefit to our swimmers and continually look for opportunities to expand this to more swimmers.

ATTENDANCE REQUIREMENTS:

A swimmer’s success in the water is directly proportional to the time and effort spent practicing. Each group description details the recommended practice and meet requirements as determined by the coaching staff. Missing practices from time-to-time is understandable, and the coaches do not need to be notified if your swimmer will be absent for a practice. However, in the event of a prolonged absence or the inability to keep up with practice attendance recommendations, please reach out to the coach to let him/her know what is going on and if any accommodations need to be made.

Attendance is tracked at each practice & is used when making group advancement decisions. This is not to hold a swimmer back, but is in the best interest of the swimmer. For example, a swimmer has a championship cut in an event, but can only attend practice twice a week. This swimmer will not be conditioned enough to keep up with the rigorous demands of a long Gold practice and would be better suited to a different group.

EQUIPMENT:

The coaches have put together a list of recommended equipment for each swimmer, based upon practice group. The current list may be found [here](#). All swimmers should have a mesh bag in which to carry equipment. While there is some equipment available at the pool (kickboards, pull buoys, and limited fins), your swimmer may lose valuable practice time trying to find matching sized fins, etc. It is not required to have all equipment at the first practice. New and young swimmers are welcome to use the pool kickboards before investing in their own equipment.

The most important item of equipment is a full water bottle brought to practice daily!

TEAM ATTIRE:

At the start of each year (beginning in the Fall), the coach will select an appropriate team suit for the upcoming year. Families are highly encouraged to order a team suit. This promotes team unity, easily identifies the swimmers, and ensures the swimmer is in a suit well-designed for competition. Our apparel provider, The Swim Team Store, will set-up several suit fitting nights for swimmers to try on the various approved styles. The Swim Team Store offers a club discount to our team, and parents will find the cost of a team suit with the team logo is comparable, or less expensive, than ordering a suit on one's own. Representatives will be on hand to help with fit. Note: competition suits are designed to be uncomfortably tight when initially put on. They will relax in the water. A loose suit = a drag suit. A tight suit = a fast suit.

If you elect not to purchase the team suit, a comparable suit in black, black/white, or black/yellow is acceptable.

Team suits are designed for competition and should not be worn during practices. It is wonderful to want to show our Hornet pride, but continued use in practice will result in the suit loosening up and wearing out sooner. Please keep your team suits competition-ready by line-drying and only wearing to meets.

Team swim caps are offered for purchase at the start of each session. These silicone caps are personalized with the swimmer's last name. This allows officials, coaches, and parents to easily locate and identify the right swimmer. The purchase of a team cap is requested for all swimmers who plan to compete in meets.

All swimmers are provided with a Hornet t-shirt at the start of a new year. Swimmers should wear a team shirt to meets. Additional Spirit Wear may be ordered through The Swim Team Store. Information on Spirit Wear and apparel ordering will be communicated to all parents at the start of a session. Spirit Wear is available for both swimmers and parents, and includes apparel, bleacher seats, towels, and more.

Swimmers who qualify for Regional and other Championship meets will be eligible to order a special Championship Team t-shirt. Swimmers who qualify to attend the State Championship meet will be eligible to order a special "State Team" cap. These special apparel offerings will be communicated to parents of Championship swimmers prior to Championship season.

PARENT & SWIMMER EXPECTATIONS:

Our team has a long-standing reputation for developing swimmers who display strong character, sportsmanship, and leadership in their schools and communities. We all want the same things for our swimmers: success both in and out of the pool, and conduct that reflects the hard work and commitment of our swimmers, parents, and coaches. Being part of the Hornet Swim Club is both an honor, and a privilege, and we hope that all our swimmers take pride in being part of such an outstanding club!

SWIMMER RESPONSIBILITIES:

We hope all our Hornets are proud to be on the team and eager to do well this season! What makes a Hornet?

H- Hard-working
O -Open to improvement
R - Respectful
N -Nice to all
E - Encouraging
T - Teammate

In addition, we ask the following from our swimmers:

- Attend practice on a regular basis and be on time.
- Be respectful at practice: of the coaches, and of the other swimmers who are there. If you are goofing off in practice, you are affecting another swimmer's practice time & experience.
- Swimmers need to stay off the deck when they are through practicing and they should not distract coaches when it is not their practice time.
- Swimmers are not allowed in the pool office and are not allowed to use the pool phone.
- Attend all meets that your coach recommends for you.
- Communicate with your coach if you cannot fulfill your obligations.
- Take an active role in promoting the positive aspects of HOSC swimming.
- Participate and support all club activities.
- Always wear team apparel at swim meets.
- Help out setting up and putting away all equipment for meets and practices.
- Treat your fellow teammates with respect. Bullying of any kind is not tolerated.
- Be aware of your teammates' accomplishments and congratulate them.
- Approach each practice and each meet with a positive attitude. Encourage others who are down.
- Support your coach and his/her training program.
- Establish high goals and actively train to achieve those goals.
- Appreciate and respect those that you compete against and those who make it possible for you to compete.
- HAVE FUN and SWIM FAST!

PARENT RESPONSIBILITIES:

- Stay informed by reading the website, bulletin board, email, and newsletter communications.
- Know the meet and registration deadlines & get signed up on time.

- Keep up with your financial obligations to the club – whether it’s registration, meet fees, cap orders, etc. It’s all volunteers managing our finances, and we appreciate not having to track down late payments or orders.
- Support your coach and the team with a positive attitude. If any problems exist, please discuss it privately with the coach or appropriate board member. Do not discuss it with other parents or swimmers.
- Always express positive support to your swimmer. It is the coaching staff’s job to offer constructive feedback, not the parent’s. It is the parent’s job to encourage the swimmer and congratulate hard work and effort.
- Let the coach do the coaching! Of course it is okay to have questions for the coach, but please respect that we hire our coaches for their professional experience and judgment. Trust in the coaches’ opinions about event entries, group placement, etc.
- Swimmers should be dropped off 15 minutes before practice, and picked up no later than 10 minutes after their practice session ends.
- Due to insurance considerations, parents are NOT allowed on the pool deck during practice.

PARENT MEETINGS:

Parent meetings will be held several times a year. They will include members of our board as well as our Head Coach. We will use this time to communicate key information about activities within the club, any hot topics, new program offerings, etc. This will also be an opportunity for parents to bring questions to the club. We request that all families, new or returning, attend these parent meetings.

VOLUNTEER COMMITMENTS:

Our club is a non-profit, parent-run organization. Parent involvement is crucial to the success of our club, and we require from our families:

1. All families must volunteer at home swim meets and time trials. This may include working in the concession stand, setting up or breaking down the meet, helping to organize the meet, working in the bull pen, etc. This is detailed in the Volunteer Policy signed by all parents at registration. If you do not fulfill your volunteer obligation, you will be required to pay \$100 per missed session in order for your child to continue in the program. Our goal is not to collect money from parents, but to have full parental involvement in making our meets a success. Failure to pay the Volunteer Penalty Invoice will prevent future competition or session renewal.
2. If timers are required at an away meet, parents with swimmers competing will be required to assist as needed.
3. All families are asked to choose a volunteer committee for the year. If everyone helps once or twice a year, it goes a long way in distributing the workload evenly. It’s also a great way to meet other families in the club!

Volunteer Committee Options include:

Social

- Banquet
- Championship Dinners
- Coach/Swimmer Outings
- Holiday &/or other Social Events
- 4th of July Parade
- Travel Meet meals

Meets/Volunteer

- Timer Coordination
- Volunteer Coordination for Hosted Meets
- Head Timer
- Officials
- Team Records
- Meet Related Technology
- Travel Meet Hotel
- Hosted Meet Committees
(Director/Entries/Awards/Concessions/Hospitality)

Communication/PR

- Team Photography (news, banquet, other)

- News Articles
- Event Flyers/PR (incl. tryouts)
- Technology (website/Facebook/messaging)

Sponsorship/Fundraising

- Hosted Meet Psyche Books
- Team Sponsorship
- Swim-A-Thon
- Banquet Raffle

Education

- Special events/speakers
- Research/articles/videos
- Official training session
- Parent meeting

Apparel

- Team Suit/Shirt/Cap
- Other Team Apparel
- Championship Shirts/caps
- Coach Apparel coordination

FINANCIAL RESPONSIBILITIES:

Registration fees provide the financial base for HOSC and are due at registration. Registration fees cover coaching staffs' salaries, coaches' travel expenses, pool rental expenses, membership fees, some of the costs of equipment, as well as other operating expenses. Registration fees are determined by group placement.

Additionally, all swimmers are required to pay an annual USA Swimming Membership and Insurance Fee. This fee does not go to a club, but to USA Swimming. All swimmers must be members of USA Swimming in order to practice with the team or compete in sanctioned meets. Late fees are assessed for anyone, who is not a new swimmer, signing up after registration dates.

Meet fees vary and are not covered by Registration. A swimmer will pay meet fees only for the meets and events entered. These fees are collected by HOSC and then paid directly to the club hosting the meet. If your swimmer does not enter a meet, there will not be any meet fees. Meet fees for a given meet are always listed on the meet entry packet that can be reviewed for signing-up for a meet.

Meet entry fees are paid to the hosting team at least one month in advance. Once your swimmer has committed to attending a meet, these entry fees cannot be refunded once the meet sign-up deadline has passed. The club pays this money directly to the hosting team, so no refunds are given for missed meets-including illness, change of plans, etc.

HOSC reserves the right to suspend a swimmer from practice and/or meets registration fees are not paid.

The club does not require any fundraising commitments from its members.

COMMUNICATIONS :

Communication is an essential part of a well-organized team and is vital to total team function. We offer many ways opportunities to know important team information and it is your responsibility to stay informed. Team communication vehicles include:

1. **Website** - Our website address is www.hornetswimclub.org and is filled with a plethora of useful information for our families. The website also has an interactive calendar which can be added to your smart phone or electronic calendar.
2. **Email** - Email announcements are regularly sent out for with important notices, meet entry reminders, educational events, etc.. Check your email regularly. Questions or comments can always be sent to the board: info@hornetswimclub.org.
3. **Text alerts** – Members should include a cellular number in their registration information. Our online system allows text alerts to go out to members for last minute important updates.
4. **Newsletter** - This is emailed periodically throughout the swim season and covers team announcements, meet schedule, coach's column, and any other special announcements.
5. **Club Facebook Page**- Like us on Facebook to stay current on special shout-outs, upcoming events, recent photos, and more.
6. **Family Mailboxes** – Mailboxes are located in the Hinsdale South balcony (for Green, White, Bronze, Gold and Senior Group swimmers) and at Downers Grove North (for Blue group swimmers). They are used for award/ribbon disbursal as well as forms that cannot be emailed.
7. **Board Meetings** - All parents are invited to any open session board meeting – dates and times announced on the website.
8. **Parent & Membership Meetings** - General membership meetings are held several times throughout the year for discussion of objectives, upcoming home ISI's, financial and fundraising reports, and swimmer/parent activities.
9. **Individual meetings** - Can be arranged with the coach and/or a board member.
10. **Bulletin Board** - Meet signups, announcements, and meet schedule are posted on the HOSC bulletin board located upstairs at the Hinsdale South pool.

PRACTICE & MEET CALENDAR:

Please remember we are at the mercy of our hosting high schools for practice times and availability. There are times we will not be able to hold practice due to high school meets or other events. We do our best to schedule all group appropriately and give as much notice as possible when scheduling changes are required. Occasionally, a last minute change will be made due to a number of reasons: the high school cancels our practice or changes the time, weather concerns, etc. For these last-minute changes, we highly encourage all families to include a cell phone number in your registration profile. We will not spam you with text messages, but we will try to notify you in an emergency that there has been a change in the schedule for the day.

Check our online practice calendar daily before driving to practice. We use multiple pool locations, and we do shift groups if there is a schedule conflict at one pool. The online calendar is always the most up-to-date information. This calendar can easily be added and viewable on your smart phone, as well as layered into your Google calendar, iCal, or Outlook Calendar. Please use our [tutorial](#) in order to add the practice calendar to your devices.

When dropping off your swimmer for practice, please verify a coach is present and your swimmer indeed has practice before driving off. Many parents have dropped their kids and driven off, only to realize they were at the wrong pool, no practice was on the schedule that day, etc. It is your responsibility as a parent to verify your child is being left in the care of a coach.

DIRECTORY:

HOSC will publish a family directory each session for the convenience of its members. Many families find this information useful for carpools, parties, etc. This will be available in the members-only, password-protected area of our website. A family may choose to opt out of this directory during the registration process, within their profile settings.

Please note that the information contained in this directory is the property of the Hornet Swim Club. It is not to be used for solicitation or business purposes. Any use of this information in such a way can result in suspension or expulsion from the club.

WEBSITE:

HOSC prides itself on having a website filled with every resource a member family might need. Volunteers spend a significant amount of time keeping our website filled with current news, useful content, reference documents, tutorials, archived newsletters, times, meet schedules, partnerships, and more. We encourage all our families to make use of this wonderful resource to stay abreast on club happenings, policies, and more.

Certain areas of the website are members-only sections. These areas are password-protected & available to registered members only. In order to protect our swimmers' privacy, the password will change with each new session.

HOSC POLICIES:

CODE OF CONDUCT & DISCIPLINE POLICY:

The Hornet Swim Club maintains a Code of Conduct and Discipline for all members. We require all families to read and agree to abide by this policy. The most current policy can be found [here](#) on our website.

DISCIPLINARY PROCEDURES

When a disciplinary issue occurs in practice, the response will be as follows:

1. Swimmer will be given a verbal warning.
2. At the second disruption, swimmer will sit out for 10 minutes.
3. At the third disruption, swimmer will sit out the remainder of practice & will not be allowed to return to subsequent practices until the parents have met with the coaches.

Parents will be notified by email when a swimmer was asked to sit out for a portion of practice. If conduct issues continue to persist after meeting with the parents/coach, the swimmer may be expelled from the team.

If a conduct/bullying situations occurred outside of practice, disciplinary responses may include but are not limited to: Discussion with athlete and/or parent or custodian, Verbal Warning, Written Warning; Cleaning up messes caused by member; Financial restitution for damage or for fines levied; Fines (a fine may be imposed, for example, when a mess is left for the janitorial staff), Suspension of certain facility use (i.e. locker room), Suspension from practice, meets or the team, Expulsion from team.

Not every situation can be imagined in advance or listed in a policy. The team reserves the right to address all forms of inappropriate behavior related to or reflecting upon the Hornet Swim Club.

HOSC POLICY CONCERNING ALCOHOL, TOBACCO, AND OTHER ILLEGAL SUBSTANCES:

The swimmers, coaches, and parents of HOSC desire to lead our swimmers towards positive lifestyles that are conducive to achieving their best in swimming, school, their professional careers, and in their family lives. The team has seen fit to have a drug policy that all HOSC swimmers will abide by for the good of the team and each individual as well.

- All HOSC swimmers will refrain from drinking alcohol, using any form of tobacco, or abusing any drug.
- All swimmers will be truthful in all matters dealing with this policy. To purposely hold back information from the coaching staff is not acceptable. The coaching staff must be made aware of problems that concern any member of our team.

REFUND POLICY:

Like many competitive clubs, we are only able to offer spots to a limited number of swimmers, and our budget is closely tied to our team numbers. The coaching instruction consistently builds upon skills and endurance gained the prior week(s) in practice. If a swimmer chooses to leave the team after the start of the season, the club is not able to give the newly open spot to a swimmer who had previously been turned down. Due to the nature of this, the club is unable to offer refunds to those withdrawing from the team after the session has begun.

- If a withdrawal request is made 10 days before the session begins, a refund will be given, less a \$25 administrative fee.
- Withdrawals due to medical reasons will be approved, with an accompanying doctor's note, certifying the swimmer will miss a minimum of three weeks of the session. Medical refunds will be prorated based on what point in the session withdrawal takes place, less a \$25 administrative fee.
- If you have signed up for meets, meet fees will not be refunded. These fees have already been paid to the hosting team.
- Multi-swimmer discount will be withheld in a refund/proration scenario.

UNATTACHED SWIMMER POLICY:

The Hornet Swim Club holds a strong belief that its swimmers swim together as a Team. To that end we have a strong policy that limits swimming as an "Unattached" swimmer in a meet not on the HOSC meet schedule. Our Head Coach puts a lot of thought into the meet schedule, considering not only the location of the meet, the events offered, and the level of competition historically attending, but also the dates of the meet, so as to optimize a swimmer's training routine (and hopefully results), while limiting potential swimmer burnout.

1. A HOSC swimmer will not be given permission to swim in a local meet on the same date or same weekend we are swimming as a Team elsewhere if our meet is not designated a "Travel Meet."
2. Any times that are achieved while swimming at a meet not part of the Hornet Team schedule, even if approved by the Head Coach, will not be recognized as Hornet Team Records unless part of an IL Swimming or USA Swimming Championship meet where it is not possible to enter as an HOSC member.
3. Swimmers still requesting to enter a meet as Unattached must complete this form:



Unattached Request

USA SWIMMING SAFE SPORT

Both USA Swimming and HOSC are dedicated to providing a safe environment for our young athletes. USA Swimming implemented the Safe Sport program and Hornet Swim Club strictly abides by the guidelines set for by Safe Sport. All our coaches and officials must go through background checks, reference checks, employment screens, social media checks, Google searches, and motor vehicle/driving checks before being allowed on deck near our swimmers. In addition, all coaches and officials must complete the Athlete Protection training program offered by USA Swimming as well.

While our club takes every precaution to screen and keep our athletes safe, we encourage our parents and swimmers to take a proactive role as well. USA Swimming offers free training to our parents and swimmers, and we encourage all our families to take advantage of this. This training is beneficial no matter what sport or activity your child is involved in. If you see something concerning, please report it! Reports will be kept confidential, and can be made to either USA Swimming or a member of the Board. It is imperative that we all - coaches, parents, officials, swimmers, and board members -work together to keep our children safe.

MEET SCHEDULE:

The HOSC meet schedule is posted online at the start of each season. Each meet will include a Meet Packet (this covers dates, location, fees, schedule, and events offered) as well as a sign-up deadline. Meet sign-up deadlines are typically about a month or so before the meet itself. Entries are submitted by the head coach at 8:00 am on the day the entry process opens. Therefore, it is *very* important to sign-up before the deadline or your swimmer may not be able to be added after the fact.

Meet sign-up is handled electronically, through our registration system. Instructions can be found [here](#) on our website.

Once entries have been submitted, a link to the Meet Entries will be available next to the Meet Packet.

After Meet Results have been received by the head coach, a link to the Meet Results can also be found on the Meets page, next to Entries.

MEET GUIDELINES FOR SWIMMERS

1. Eat & hydrate well in the days leading up to the meet. The coach recommends that parents do not abruptly change the swimmer's diet. At all times keep a balanced diet. High carbohydrate foods the day before the meet is good. Keep the junk food to a minimum. At the meet a swimmer should eat enough food to stay fueled. Always drink lots of water or sports drinks to stay hydrated. Do not bring candy or junk food to meets. Pack protein bars or healthy options to snack on during a meet.
2. Pack your swim bag the day before and get a good night's sleep.
 - a. EQUIPMENT NEEDED: suit, extra towels, goggles, caps, sweats, water bottle, and food. A blanket is optional.
3. Be there nice and early: 15 minutes before warm-ups are scheduled to begin.
4. Check in at Positive Check-in when you arrive & then with your coach.
5. Swimmers should sit with the team and be accessible to the coach at all times.
6. Swimmers are responsible for getting themselves to the starting area when their event is called. For swimmers eight years old and younger there is usually a "bull pen". This is a specific area designated for the younger swimmers to go when their event is announced in order to help them get to the proper lane.
7. After swimming an event, the swimmer should go directly to the coach for feedback. Do not go up and visit with parents or friends; see the coach first.
8. Swimmers must check with the coaching staff before leaving a meet! Some meets have relays at the conclusion of the session, and swimmers must confirm they are not entered into a relay before leaving.
9. Unlike other sports, if you are unable to attend a swim meet at the last minute, the coach does not need to be informed. Swim meets are done by positive check in, so if your child does not check in, they will be scratched from their events.