



Competitive Swim Program Handbook

This handbook is designed to answer some of the more frequently asked questions that parents have about our program and swimming in general.

(revised October, 2021)



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MISSION STATEMENT

"I think the hardest thing to do is reach your full potential. It's nearly impossible. So all I want to do is have the satisfaction that I gave everything I possibly could." - Erik Vendt

Our mission is to build a life-long love and appreciation of the sport of swimming. We believe that swimming is a medium through which discipline, leadership, responsibility, teamwork, determination, and sportsmanship are developed and learned. Our goal is that these are characteristics that transcend the pool. We strive to offer a complete swimming program in which athletes can reach their potential through realistic goal setting in an exciting, fun and educational environment. Our goal is to be a program which is fundamentally built upon modern technical swimming and system-based training.

ABOUT THE TEAM

The Winter team is an approximate 26 week long season that starts in mid-September and runs through late February (the actual length of the season depends upon whether a swimmer qualifies and/or participates in certain meets at the end of the season). Throughout the course of the season, we compete in a variety of different meets: dual meets, YMCA invitational meets, USA meets, qualifying meets, and championship meets. The LCY team has been host to numerous district and state champions, nationally ranked athletes, and Olympic trials qualifiers. We are a swim team with athletes ranging from the ages of 5 – 19.

The year is broken up into three seasons and programs are offered respectively each season:

Winter Team:	Roughly a 26 week program from mid-September through late February.
Spring Clinic:	Roughly a six week program offered in mid-April.
Summer Team:	Roughly an eight week program that starts at the conclusion of the Spring Clinic and runs through mid-July.

Winter Team Evaluations are generally held in August for any new swimmers who are interested in becoming a member of the Winter Team. Registration preference for the Winter Team is given first to our returning Winter Team members and then to new swimmers based upon evaluations, times, and available spots on the team.



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COACHES

Please see the TeamUnify website for a list of the current coaches (click on the “Coaches” button on the right).

SWIM TEAM PARENTS ASSOCIATION (“STPA”)

The STPA is responsible for:

- organizing officials, timers, and other parent volunteers as required by the Penn Del Swim League for all home and away meets;
- coordinating social and fundraising activities for the team;
- provide information and support to the coaching staff.

Funds raised by STPA allow the swim team to, among other things, purchase and maintain equipment, sponsor a winter season recognition banquet, and purchase awards for swimmers. To the extent a vote is taken at one of the STPA meetings, the STPA Board – in addition to any parents/legal guardians attending the meeting – are eligible to vote. The STPA Board reserves the right to change this voting procedure, and/or to hold emergency or closed meetings in which only STPA Board members will vote, at any time and for any reason.

Please see the TeamUnify website (under the “STPA” tab) for a list of the current Board members and for additional information about their meetings.

VOLUNTEERING

Parent volunteers are critical to an efficient, well-run swim meet and we need the assistance of every swim family! Volunteer sign-ups are done electronically via the TeamUnify website and are done on a first-come, first-serve basis.

All families will have a minimum volunteer requirement. Every parent is expected to volunteer for at least three dual meets, and sometimes more, depending upon how many swim meets and which swim meets your child is participating in.

We reserve the right to increase this volunteer requirement if we find we need to do so to run a meet. In addition, all parents are expected to volunteer at LCY’s Blue & White meet, and LCY’s Last Chance meet.

Please note that contributing food items to the snack bar, while greatly appreciated, does not count toward fulfilling the minimum volunteer requirement.



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Volunteer Positions and Responsibilities:

- Timers:** Time each heat in a specific lane using stopwatches that are provided by the host team. This job is very easy and keeps you right next to the action. No prior experience is necessary and officials will provide training prior to the start of the meet.
- Runners:** Runners assist the scoring table by posting results in the lobby as they are printed and obtaining information from timers to assist in the scoring. No prior experience is necessary.
- Announcer:** This volunteer announces the events and swimmers' names prior to the swimmers entering the water.
- Set-Up/Clean-Up:** Before a meet can begin and after a meet ends, parents are expected to help set up the pool for the meet and to return the pool to its normal condition after the meet.
- Snack Bar:** At every swim meet, we will provide concessions for our guests. This is an easy volunteer area for any parent.
- Security:** This volunteer assists at the pool door located directly by the scorer's table and restricts access to the deck to volunteers and coaches/swimmers only.
- Colorado Operator:** Works at the Scoring Table. Oversees the electronic timing system (called the Colorado Timing System) in conjunction with the Meet Manager software. The system gives swimmers a time and place on the scoreboard when the touchpad (or plunger) is activated upon the completion of a race. You make sure times are being recorded properly and there are no malfunctions. You do not need to attend a formal training session, but you will need to shadow someone to understand how the system works.
- Officials:** Officials work on the pool deck. Officials include: Stroke & Turn (Level 1); Referee (Level 2 – prior experience needed); and Starter (Level 2 – prior experience needed). They conduct the meet and address rule infractions. You must attend a formal training session held by the Penn Del Swim League and pass an open book, online test. Training is technical, but not lengthy or difficult.



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**Administrative
Official (“AO”):**

Works at the Scoring Table. At LCY, an AO works on timing adjustments (for example, determining a swimmer’s official time if the touchpad doesn’t register or differs greatly from the plunger/stopwatch times). You must attend a formal training session held by the Penn Del Swim League and pass an open book, online test. There is always a demand for AOs.

Meet Manager:

Works at the Scoring Table (also called a “Scorer”). The Meet Manager’s duties include, but are not limited to, the following: the processing of entries, scratches, and seeding; inputting data and timing adjustments during meets (individual times and relays), generating results from the Colorado timing system into the scoring software (Hy-Tek Meet Manager), recording disqualifications, and verifying results and scoring. The Meet Manager also troubleshoots any issues. You must attend a formal training session held by the Penn Del Swim League and get re-certified each year. We always need more volunteers for this position and prefer two Meet Managers working together at every meet.

FUNDRAISING

While a portion of each swimmer’s STPA fee is earmarked for team activities, equipment, and maintenance, the team may also be asked to participate in fundraisers. These events will be voluntary and are intended to be simple and fun ways to support the program and build team camaraderie.

COMMUNICATION POLICY

Please adhere to the following communication procedure if you have a question:

- First, consult the Team Handbook, the FAQs, and the TeamUnify website to determine if the answer can be found there. You should also feel free to pose the question on our Facebook page to other parents.
- If you cannot find the answer after taking the actions listed above, please email the STPA President and Vice President (formerly known as the “Team Liaisons”) at lcystpaliaison@gmail.com before reaching out to a coach. If the STPA President/Vice President cannot answer your question, they will either consult with one of the coaches on your behalf or direct you to contact one of the coaches.



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If you have a personal question/issue, please continue to reach out to the coaches directly. This policy is intended to apply only to questions about the team, the website, meets, and things of that nature.

If you have a personal issue that you would like to discuss with Coach Matt , he can be reached at He can be reached by email at lcyswimming@gmail.com or by text at 610-484-4226, or by calling 610-363-9622 ext. 2917.

SOURCES OF COMMUNICATION

- Website: [LCY TeamUnify](#)
Please check our website frequently! This is the best source for accurate and updated information regarding meets, account balances, invoices, payments, meet results, record breakers, newsletters, etc.
- Facebook: The name of our website is LCY Swim Team 2020-21 [LCY Swim Team FB Page](#). This is our fun and informal method of communication. This Facebook page is used to share photos, cheer on teammates, report lost & found items, and share other information in a fun, fast medium.
- Family Folders: Each swim family has a folder in the filing cabinets to the far right of the reception desk in the Lionville Community YMCA lobby. Swim meet awards and other updates are distributed in these folders.
- Newsletters: The STPA Communications Chair emails a weekly newsletter to keep the team updated on meet entries, registration deadlines, team activities, and other items that require attention.
- Parent Meetings: Will be held periodically throughout the year. These meetings provide an opportunity to get some face-to-face information right from the source, get updates on team activities and information, and serve as a place to ask questions.

TEAMUNIFY WEBSITE

As mentioned above, our website is the best way to get the most accurate and up-to-date information. If you are new to the team, you will receive an email with log-in instructions. Returning family's log-in information remains the same as last season. On our website, you will find this Team Handbook, the schedule, event sign-ups, qualifying times, personal account balances, invoices, and many other links to important information.



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TRAVEL

There will be meets throughout the course of the year which will require significant travel. These meets may include: Winterfest, State Championships, and National Championships. In an effort to keep these meets as “team” oriented as possible, we book a block of rooms for each travel meet. Blocked rooms often run at a lower fee due to the number of rooms that are booked. We will communicate booking information as the specific travel meets approach.

TEAM GEAR

- Uniforms:** Each swimmer is required to wear the official team suit for meets. You can purchase the team suit at Toad Hollow (online or in person at their Paoli store). Swimmers who wear swim caps are also required to wear the official team cap, which can be ordered at the beginning of the season. We offer both personalized caps (upon which swimmers typically put their last name) and standard swim caps (bearing the LCY logo only). Caps can be ordered only during the beginning of the season. Please note that the official team suits are intended for competition and should not be worn for practice.
- Spirit Wear:** A selection of LCY Spirit Wear will be available for purchase through an outside vendor via the TeamUnify website. Details will be provided at the beginning of the season.

PROGRAM AND STPA FEES

The initial registration you paid at the front desk is the only time you will pay the front desk for the remainder of the competition season. This initial payment covers your Program Fee and the STPA Fee. The Program Fee is charged by the YMCA and covers not only your participation on the swim team, but also such items as entry fees for Championship meets. Your STPA Fee is used to cover the team shirt, your swimmer’s meal at the end-of-season banquet, banquet awards, and potentially such items as equipment expenses.

All remaining season charges are handled by LCY. These additional charges may include, but are not limited to: USA registration fees, socials, meet fees, swim caps, spirit wear, etc.



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Please understand that we often have to enter USA swim meets months in advance in order to enter that meet. With the USA Swimming rule that no meet session can exceed four hours, most meets fill up very quickly due to acceptance of a smaller number of swimmers. Once you commit your athlete to a meet in TeamUnify and we pay those meet fees for your swimmer, your fees must be paid by you regardless of whether your swimmer attends the meet or not. That means if a swimmer has an illness, another commitment, injury, etc., and doesn't attend the swim meet, you will still need to reimburse STPA for any meet fees paid on your behalf.

A current standing of your account can be found on the TeamUnify website and each family will receive a monthly invoice via email. You can access your account at www.lcyswim.org – sign in and choose "My Account," and then "\$My Invoice/Payment." You can check your balance, see what you have been invoiced for, etc. **Please note: If your account is more than 30 days past due, you will be automatically blocked from entering any meets or ordering any Spirit Wear until your account is paid in full.**

All families must pay their account balance via credit card or draft from their bank account. Detailed instructions for the two types of e-payments are below.

Monthly Auto Payment

This option will automatically draft your payments for you on the first of every month from either a credit card or bank account. The transaction fees (2.95% + .30 for credit card payments and a flat fee of \$1.25 for bank account drafts) will be paid by those families who utilize the electronic payment system and will be automatically added to your payment.

- Go to www.lcyswim.org
- Sign in
- Go to **My Account > Setup Auto Pay**
- Click the "Current Payment Method" drop down and select either **Automatically charge BANK ACCOUNT below** or **Automatically charge CREDIT CARD below**
- Click the **Edit** link to the right of the "Bank Account on File" or "Credit Card on File" field
- Fill in the bank account or credit card details
- Click **Save Changes**



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Account On Demand Payment

This option gives you the ability to make a payment at any time you choose via a credit card. The transaction fee (2.95% + .30 for credit card payments) will be paid by those families who utilize the electronic payment system and will be automatically added to your payment.

- Go to www.lcyswim.org
- Sign in
- Go to **My Account > Setup Auto Pay**
- Go to **\$My Invoice/Payment**
- Click on the gray tab **Make Payment**
- Enter your payment amount
- Click **Make Payment**

USA SWIMMING FEE

LCY is a joint YMCA and USA swimming team, which means that we operate under a YMCA setting, but are also a registered team with USA Swimming, the governing body of United States Swimming. In order to compete in the premier meets in this country, e.g., Junior Olympics, Zones, Sectionals, Junior Nationals, Senior Nationals, and Olympic Trials, you must be a USA registered swimmer. Some of the meets on our schedule are USA meets and require that entrants be USA registered swimmers. At the beginning of the season, an email will be sent inviting interested swimmers to register for USA Swimming. The registration fee must be paid in full prior to the announced deadline in order for the registration to be completed.

POSTSEASON POLICY

The LCY swim team is committed to fostering the growth and success of its postseason qualifying swimmers.

“Postseason” refers to all YMCA District, State, and National competitions and this policy concerns all swimmers who qualify.

1. Postseason Eligibility:

In order to qualify for each of these competitions, swimmers must meet the minimum qualifying time standard, event place finish, or receive an “at-large bid” following the rules established by YMCA. For the purposes of training, 1st alternate finishers for the State competition shall be invited to train and attend the State competition if they so choose. Qualification rules for State Championships, as established by the YMCA, are as follows:



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Only those swimmers who qualify by the time standard set for the District swim meets shall be eligible to compete in the PA YMCA State Swimming Championship. A swimmer must swim at Districts in order to advance to the PA YMCA State Swimming Championship as follows:

1. Relay events: a relay must finish in the top six of their District Championship (East, Central, and West) to advance to States. In addition, the next six fastest* relay teams from across the three Districts (East, Central, and West) will advance to the State Championships. All relay events are Timed Finals. Just because a swimmer swam on a relay team at their District Championship does not necessarily mean they will swim that relay at the State Championships.
2. Individual events: a swimmer must finish in the top six of their District Championship (East, Central, West) in order to advance to States. In addition, the next six fastest* swimmers from across the three Districts (East, Central, and West) will advance to the State Championships. All individual events are Timed Finals.

*The "next six fastest" times will be finalized after each District meet is completed and we have a chance to look at the District results. This final heat will be formally announced no later than the Wednesday after Districts.

NOTE: In the case that a District fails to qualify an entire heat for the State meet, the remaining spots will be filled using the fastest times from the other Districts. Moreover, if a swimmer scratches from an event, the next fastest swimmer from across the three Districts will be asked to swim.

2. Post Season Expense Funding:

- a. **Districts and States** – No expense funding is available for these meets and qualifying swimmers are responsible for their own expenses.
- b. **Nationals** – Funding for expenses incurred in attending National competition may be available through the Nationals Fund. These expenses may include, but are not limited to: apparel; transportation; and/or lodging and meals associated with the period of time during which a swimmer attends a YMCA National competition while traveling as a part of the LCY team and under the supervision of a LCY coach.



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3. Nationals Fund:

YMCA Winter and Summer Nationals are typically held at locations which require significant travel as well as extended stays. The Nationals Fund exists to help defray these expenses as outlined above. The fund relies on volunteer fundraising efforts which shall be designed to help foster a sense of responsibility in the National qualifier swimmers and support for the National team in all swim team members.

4. National Fund Eligibility:

In order to receive support for the Nationals Fund, the following requirements must be met:

- a. The qualifying swimmer must fully participate in at least one fundraising activity during the current season;
- b. All LCY team volunteer requirements must be met (i.e., a minimum of three volunteer shifts at an LCY dual meet during the season preceding the National meet);
- c. The qualifying swimmer's LCY account must have a "zero balance" prior to registering for National competition; and
- d. A deposit of \$750, less any fundraising credits earned, may be required prior to registration.

Swimmers who are close to or who anticipate achieving a Nationals cut should consider participating in fundraising activities so if they make the cut, they will be eligible to receive support from the Nationals Fund.

5. Nationals Fundraising:

The STPA will designate a Nationals Fundraising Chair to organize and implement fundraising activities. This position shall also be responsible for all accounting associated with the Nationals Fund and the reporting of this information to the STPA Board. All Fundraising must be coordinated and approved by the STPA Board and, as necessary, approved by the YMCA.

6. Division of Funds:

- a. 20% of the Nationals Fund shall be "rolled over" for use in future competition and/or to offset any expenses incurred in future activities designed to grow the Nationals Fund.
- b. 80% of the Nationals Fund shall be designated for use in offsetting expenses of qualified swimmers. Gear (including but not limited to Nationals Team shirts and associated printing and embroidery) shall be purchased and the



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remaining balance shall be distributed evenly to the qualifying swimmers and made available through a credit in their LCY account as long as the qualifying swimmer meets the Nationals Fund eligibility requirements outlined above and is attending the competition.

- c. Reimbursement will not exceed the actual costs incurred.

Prior to Registration for any National competition, the Nationals Chair shall disclose to the STPA Board the amount of money in the Nationals Fund and the equal division of assets to the qualifying swimmers based upon each qualifier's participation in fundraising activities. This information shall be communicated to the qualifying swimmer and their family as expediently as possible.

PRACTICE GROUPS DESCRIPTIONS:

Mini:

Those swimmers who have completed all phases of a swimming lesson program and can complete 25 yards of continuous butterfly, backstroke, and breaststroke, and 50 yards freestyle with bilateral breathing.

Age Group 3.1 & 3.2:

Those swimmers who can complete 50 yards of all four competitive strokes with good stroke mechanics. Swimmers received detailed instruction on starts, turns, and other competitive elements. Most of the swimming is drill-based with a minor emphasis on aerobic training.

Age Group 2.1 & 2.2:

Prior competitive experience is encouraged. Swimmers can complete 100 yards of each stroke with proper stroke mechanics. Proficiency in all four competitive strokes is required. Swimmers will receive challenging technical workouts with an increasingly more aerobic workload than the prior training group.

Age Group 1:

Prior competitive experience is encouraged. Swimmer can complete 200 yards of continuous freestyle and IM. Proficiency in all four strokes is required. Swimmers receive challenging technical drills with a large emphasis on aerobic swimming.

Senior Group

Prior competitive experience is required. Proficiency in all four strokes is required. Practice is more rigorous as it prepares swimmers for high levels of competition. Swimmers receive the most up-to-date training and technical work. These swimmers are truly dedicated to the sport and are dedicated to reaching the highest achievements in this sport.



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PRACTICE SCHEDULE

Please see the TeamUnify website (click on the “Practice” button on the right) for our most current practice schedule.

PRACTICE RULES AND REGULATIONS

- Arrive at practice with enough time to change, gather equipment, and be in the water by the group’s designated start time.
- For safety reasons, while waiting for practice to begin, please sit (do not stand) in the corner of the pool deck by the water fountain.
- Swimmers must have an additional pair of goggles in their equipment bags.
- Only jammers, speedos, or one piece training suits that are well-fitted and not overly worn (or see-through) may be worn at practice. Failure to have an appropriate training suit will result in being asked to leave practice. *The official team suits may not be worn for practice.*
- When bringing a snack for practice (or meets), please note the pool deck is a *nut-free area*.
- The Swimmers’ Responsibilities and the Parents’ Code of Conduct will be enforced at all practices and meets (see pages 22 and 23).

TRAINING EQUIPMENT

Mini	<ul style="list-style-type: none"> • Fins • Racing goggles 	
Age Group 3.1 & 3.2	<ul style="list-style-type: none"> • Fins • Pull buoy • Racing goggles 	
Age Group 2.1 & 2.2	<ul style="list-style-type: none"> • Fins • Paddles • Pull buoy • Kickboard (optional) • Racing goggles 	<ul style="list-style-type: none"> • Mesh Bag
Age Group 1 & Senior	<ul style="list-style-type: none"> • Fins • Paddles • Pull buoy • Kickboard (optional) 	<ul style="list-style-type: none"> • Racing goggles • Mesh bag



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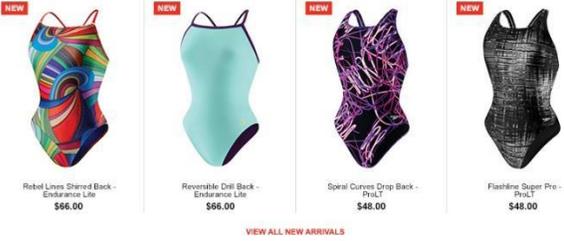
Please label equipment to avoid loss and confusion with other swimmers! Below are some examples.

<p>Goggles</p> <p>Speedo Vanquisher Goggle is the most popular racing goggle out there, and for good reason. However, any goggle brand will do as long as they are competitive racing goggles. Foam seals are not as good as rubber seals around the eyes.</p>	
<p>Kickboard</p> <p>We have kickboards at the pool, but it is recommended that you purchase your own in case there is not enough for all swimmers.</p>	
<p>Strokemaker Paddles ***<i>this brand only</i>***</p>	
<p>Short Blade Fins</p> <p>Any brand will do, but short blades are recommended.</p>	



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<p>Pull Buoy</p> <p>Any brand.</p>	
<p>Mesh Equipment Bag</p> <p>Any brand, but it should be large enough to hold all equipment and a kickboard.</p>	
<p>Appropriate girls' training suit</p> <p>One piece training suit, any brand. No loose-fitting or see-through suits.</p>	<p>NEW ARRIVALS</p> 
<p>Appropriate boys' training suit</p> <p>Either a Jammer or a Speedo. No board shorts, or loose-fitting or see-through suits.</p>	



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DUAL MEET INFORMATION

Dual meets are usually held on Saturdays and generally start between the hours of 11:00 am and 4:15 pm. During a dual meet, we compete head-to-head against another team, and the boys and girls teams will compete at separate times. Coaches will designate the line-up for all events and relays. Typically, if the girls are scheduled to start at 1:00 pm, the boys will start at the conclusion of the boys' meet (around 4:00 pm). Check-in for dual meets is generally 1 – 1½ hours before the actual meet to allow for warm up time. Please understand that for safety reasons, parents are not allowed on the pool deck during meets unless serving as a volunteer. Generally, there are no heat sheets/programs for dual meets. At home meets, results will be posted in the lobby as they become available from the scoring table.

LEAGUE COMPETITION

LCY competes in the Penn Del Swim League in the Adams Division. We may also schedule non-league dual meets outside of the normal league schedule. League competition should be seen as an opportunity to come together as a full team and compete. During league meets, athletes are only allowed to compete in three "live" events. In order to be eligible for the Penn Del Swim League Championship held in February, swimmers must have competed in a minimum of two league dual meets since September 1st of the current season.

YMCA EAST DISTRICT CHAMPIONSHIP ("DISTRICTS")

This is a competitive meet that requires swimmers to have achieved a qualifying time. In addition, swimmers must have competed in a minimum of three closed YMCA meets since September 1st of the current season. Qualifying times can be achieved in any competition from September 1st of the current season until the meet entry deadline. Swimmers may compete in a maximum of four events, with no more than three individual events. All entries will be approved by the Coaches in an attempt to score the maximum amount of team points possible. The top six finishers in each individual event per age/gender group will advance to the State Championship. In addition, the next six fastest swimmers from across the three Districts (East, Central, and West) will advance to the State Championships. When a relay team finishes in the top six, the team qualifies for States, although not necessarily those swimmers. In addition, the teams with the next six fastest relay times across the three Districts (East, Central, and West) will advance to the State Championships, although not necessarily those swimmers. There is an additional fee for each entry in this competition. The Winter team season officially ends after the District meet, with the exception of swimmers who qualify for the State Championship (see below).



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YMCA PA STATE CHAMPIONSHIPS (“STATES”)

The top finishers in each age/gender group for each event from all three PA District Championships will compete for State honors. Relay team swimmers will be selected by the Coaches. There is an additional fee for each entry in this competition. Practice for swimmers who qualify for States, along with the 1st alternate in any event if they so choose, will continue until the State Championship. It is expected that any swimmer who makes it to the podium at States will wear official team gear to receive their awards and for photographs.

YMCA NATIONAL CHAMPIONSHIPS (“NATS”)

This is the top YMCA national competition and qualifying times must be achieved. There is an additional fee for each entry in this competition and the minimum age is 12 years old.

We encourage National Team swimmers to organize fundraisers to support their participation as this meet can be costly given travel costs, lodging, etc. Please be advised that swimmers who qualify for Nationals must make a large escrow deposit (in previous seasons, it has been \$750) one month prior to the competition in order for their entries to be submitted and approved. This deposit will offset the cost of entries, travel expenses, etc., and any unused portion of the deposit will be refunded to families after expenses have been calculated and paid.

INVITATIONAL AND USA MEETS

Each season, the Coaches will select several YMCA Invitational meets and USA Swimming meets to attend as a team. There is an additional fee for each entry in these meets and some of these meets require swimmers to be registered with USA Swimming. Swimmers may choose meets and events in which to participate. Often times, these meets offer heat sheets/programs for purchase. Additionally, the Meet Mobile app can be downloaded to any smart device and can sometimes be used to follow meet results in real-time.

WHAT TO PACK FOR MEETS

The following is a suggested list of “essentials” for any meet:

- 2 towels (minimum)
- 2 pair of goggles
- 2 suits (team suit and a back-up)
- Something for swimmer to sit on (mat, blanket, etc. - no chairs unless the meet packet specifically states that chairs are allowed)
- Water, Gatorade, etc.



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-
- Healthy Snacks (no nuts)
 - Cash – there is typically a snack bar at every swim meet. At Invitationals, there also may be t-shirts and programs available for purchase, in addition to a spectator entry fee.

SWIMMERS' RESPONSIBILITIES

Lionville Riptide swimmers strive to be positive team members in and out of the pool. Most importantly, swimmers should always remember that they represent the YMCA and the Riptide Swim Team. Their words and actions reflect not only upon themselves, but also upon their teammates, parents, coaches, and the YMCA. With the guidance of coaches and parents, swimmers are expected to demonstrate the YMCA's character development traits of *caring*, *honesty*, *respect*, and *responsibility*. Swimmers must agree to abide by the following Responsibilities at all times:

It is understood that violating any of these criteria will put me at the mercy of reprimand from the YMCA and coaching staff. Violation may cause me to be sent home at the expense of my parents and may warrant immediate dismissal from the team.

1. Offer congratulations to my opponents, win or lose, and cheer on my teammates.
2. Conduct myself with dignity and show respect for others (coaches, teammates, officials, volunteers, etc.,) as well as for the property of others.
3. Promote good sportsmanship while striving for positive team spirit.
4. Deal justly, kindly, impartially, and honestly with all my fellow team members.

While involved in any functions of those sponsored by the YMCA of the USA, I will not:

1. Cause or threaten physical or verbal harm to another swimmer, coach, official, or parent.
2. Possess, use, or be under the influence of alcoholic beverages, chemicals, or illegal drugs.
3. Behave in a manner that in the opinion of the coaches is harmful to the reputation of the program or the individual.
4. Behave in a manner that in the opinion of the coaches is detrimental to another swimmer.



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Because our groups are large and the safety of our swimmers is our top priority, I understand that the following disciplinary actions will be enforced at all practices, meets, and team events:

1. First Offense: Verbal Warning
2. Second Offense: Dismissal from Practice/Meet/Event
3. Third Offense: Ineligibility for next meet

PARENTS' CODE OF CONDUCT

It is understood that Parents of LCY swimmers will abide by the following Code of Conduct:

1. Practice teamwork with all parents, swimmers, and coaches by supporting the values of Honesty, Caring, Respect, and Responsibility.
2. Allow the coaches to instruct the team and swimmers at practice and at meets.
3. Demonstrate good sportsmanship by conducting myself in a manner that earns the respect of my child, other swimmers, parents, officials, and the coaches at meets and practices.
4. Maintain self-control at all times. Allow swimmers to swim, coaches to coach, officials to officiate, and parents to parent.
5. Understand that criticizing, name-calling, use of abusive language or gestures directed toward the coaches, officials, and/or any participating swimmer or parent will not be permitted or tolerated, and may result in being asked to leave the program.
6. Direct all questions or concerns regarding decisions made by meet officials to a member of our coaching staff (parents may not address officials).
7. Understand that for safety reasons, parents who are not serving as volunteers are not permitted on the pool deck during meets.
8. Should I conduct myself in such a way that brings discredit or discord, I voluntarily subject myself to disciplinary action. The YMCA maintains the right to terminate any membership in the interest of our vision, mission, and objectives.

By registering for the LCY swim team, both parents and swimmers are agreeing to abide by all policies and procedures of the team, including but not limited to the Swimmers' Responsibilities and Parents' Codes of Conduct as outlined above.



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MEET LOCATIONS

<p>Upper Main Line YMCA 1416 Berwyn-Paoli Road Berwyn, PA 19312</p>	<p>Ridley High School 901 Morton Avenue Folsom, PA 19033</p>	<p>Kennett Area YMCA 101 Race Street Kennett Square, PA 19348</p>
<p>Jennersville YMCA 880 W Baltimore Pike West Grove, PA 19390</p>	<p>Brandywine-DE YMCA 3 Mount Lebanon Road Wilmington, DE 19803</p>	<p>Boyertown YMCA 301 W Spring Street Boyertown, PA 19512</p>
<p>Phoenixville YMCA 400 East Pothouse Road Phoenixville, PA 19460</p>	<p>Germantown Academy 340 Morris Road Fort Washington, PA 19034</p>	<p>Gloucester County Institute of Technology 1360 Tanyard Road Sewell, NJ 08080</p>
<p>Franklin & Marshall College Kunkel Aquatic Center 929 Harrisburg Pike Lancaster, Pa. 17604</p>	<p>West Chester University Graham Natatorium Hollinger Field House 150 University Avenue West Chester, PA 19383</p>	<p>Penn State University McCoy Natatorium 108, Bigler Road University Park, PA 16802</p>
<p>LaSalle University Kirk Natatorium 1900 W Olney Ave Philadelphia, PA 19141</p>	<p>University of Maryland Eppley Recreation Center 1115 Eppley Recreation Center College Park, MD 20742</p>	<p>Swarthmore University 500 College Ave Swarthmore, PA 19081</p>
<p>Rocky Run YMCA Meets typically held at: Garnet Valley Middle School 601 Smithbridge Road Glen Mills, PA 19342</p>	<p>Western YMCA 2600 Kirkwood Highway Newark, DE 19711</p>	



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SWIM VOCABULARY

Age Group

Most meets have age group swimmers as follows: they differ from our practice groups.

- 8 & Under
- 9 – 10
- 11 – 12
- 13 – 14
- 15 – 18

Some meets will also have an “Open” age group for swimmers 11 or 12 & Over. YMCA’s Winter League uses age as of December 1st. YMCA’s Summer League uses age as of June 1st. USA Swimming Meets uses the swimmer’s age as of the first day of the meet.

Colorado System

The electronic timing system that automatically gives a swimmer’s time and place on the scoreboard when the touchpad (or push button) is activated at the completion of a race.

Competitive Strokes

The four competitive strokes are freestyle, backstroke, breaststroke, and butterfly.

Freestyle: In freestyle events, the competitor may swim any stroke. The stroke most commonly used is typically called the crawl, which is characterized by the alternate stroking of the arms over the surface of the water surface and an alternating (up-and-down) flutter kick.

Backstroke: Backstroke consists of an alternating motion of the arms with a flutter kick while on the back. On turns, swimmers may rotate to the stomach and perform a flip turn and some part of the swimmer must touch the wall. The swimmer must finish on the back.

Breaststroke: The breaststroke requires simultaneous movements of the arms on the same horizontal plane. The hands are pressed out from in front of the breast in a heart shaped pattern and recovered under or on the surface of the water. The kick is a simultaneous, somewhat circular motion similar to the action of a frog. On turns and at the finish, the swimmer must touch the wall with both hands simultaneously and without overlapping at, above, or below the water surface.

Butterfly: Butterfly features simultaneous recovery of the arms over the water combined with an undulating dolphin kick. In the kick, the swimmer must keep both legs together and may not flutter, scissor, or use the breaststroke kick. Both hands must touch the wall simultaneously on the turns and on the finish.



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SWIM VOCABULARY, continued

DQ – Disqualification

This occurs when a swimmer has committed an infraction of a rule; for example a one-handed touch in butterfly or breaststroke. A “DQ’d” swimmer is not eligible to receive an award nor is the time considered official.

Divisionals

The league (Summer or Winter) championship meet held at the completion of all league dual meets. Each league division holds its own championship.

Entry Fee

The money paid by the parent or the club for a swimmer to compete in an Invitational meet. Your account will be charged for additional entry fees for any meet in which you choose to participate.

Exhibition

When a swimmer participates in a race, but does not receive points. The time is considered to be an official YMCA time.

False Start

When a swimmer leaves the block early or moves before the starter’s signal, which usually results in a disqualification. Eight & Unders are allowed one false start.

Flip Turn

A somersault-type turn used in freestyle and backstroke.

Freestyle Relay

A relay race (100, 200, 400, or 800 yards or meters) in which all four swimmers swim freestyle.

Heat

The grouping of swimmers in an event according to time.

IM – Individual Medley

An event (100, 200, or 400 yards or meters) where a swimmer swims one quarter of the race using each of the competitive strokes in the following order: butterfly, back, breast, and free.

League Meet

A dual meet between league members for the purpose of team competition.



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SWIM VOCABULARY, continued

Live Heat

The heat of an event that is used for scoring.

Medley Relay

A relay race (100, 200, or 400 yards or meters) in which each of four swimmers swim one of the competitive strokes in the following order: back, breast, butterfly, and free.

Official

An individual with certifications which allow him/her to participate in running a swim meet.

Qualifying Times (QT)

Minimum (and sometimes maximum) time standards required for participation in certain meets.

Referee

Head official who has ultimate authority at a swimming meet.

Seeding

To rank swimmers according to time in heats.

Starter

A certified official who has control over the swimmers once they are called to the starting blocks. It is the starter's responsibility to do his/her best to ensure a fair start.

Stroke & Turn Judge

A certified official who has responsibility to watch for infractions and to impose a disqualification penalty if required.

Swimming Courses

There are three types of competitive swimming courses:

- **Long Course Meters(LCM)** – A 50 meter pool. Most big national and international competitions, such as the Olympics, take place in this type of pool.
- **Short Course Meters(SCM)** – A 25 meter pool.
- **Short Course Yards(SCY)** – A 25 yard pool. Most high school and college competitions, as well as the majority of our YMCA League meets, take place in this type of pool. The Lionville Community YMCA's pool is a 25 yard pool.



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Timer

A person who works over a swim lane with a stopwatch and a plunger to manually record swimmers' times.

USA Meet

Meets sanctioned by USA Swimming.

YMCA Districts

YMCA teams in the East (East District), West (West District), and Central (Central District) portions of Pennsylvania compete against each other in separate meets.

YMCA States

The top individual swimmers and relay teams from each event at the East, Central, and West District Championship Meets compete for state honors.

YMCA Nationals

Nationals is the top YMCA national competition. Nationals is not an age-group event and has relatively tough qualifying times that swimmers must achieve.

DISCLAIMER

Policies and statements in this handbook may be modified, changed, and/or supplemented at any time. Each family bears the responsibility to periodically check this Handbook for any modifications, changes, and/or additions.



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LCY Swimming Competitive Swim Program Handbook Assestation

I hereby certify that I have read and agree to abide by the Swimmers' Responsibilities and Parents' Codes of Conduct, respectively, as outlined above.

Swimmer's Signature

Date

Swimmer's Signature

Date

Swimmer's Signature

Date

Parent's Signature

Date

Google Form Link to submit this form: [LCY Swimming Competitive Swim Program Handbook Assestation](#)