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**BUILDING**

**TRADITION,**

**ONE STROKE AT A TIME**

**Quakertown**

Barracudas

Swim Team

**Handbook**

**2019-2020**

**The YMCA of Bucks County – Quakertown**

**Quakertown**

**Swim Team Overview**

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August, 2016

Dear Swimmers and Parents:

Welcome to the Quakertown Barracudas Swim Team (Upper Bucks Region - UBR)! We are a competitive swim team consisting of swimmers ranging from ages 6 to 21. In the winter season, we are part of the Penn-Del Swim League with a full competition schedule that begins in early October and concludes with league championships in February. Following league championships, swimmers may qualify for the PA East District Championships (Districts) where they swim to qualify for PA East/West State Championships (States). Swimmers may also qualify for the YMCA National Short Course Championships. In addition to the winter competitive season, we also offer stroke clinics in the spring, summer, and fall.

**The vision of the Quakertown Swim Team centers on a commitment of facilitating positive character development through the use of competitive swimming. We focus on sportsmanship, personal responsibility, collective success, and physical fitness while using progressive skill development to encourage young athletes of all levels to achieve their highest potential.** Our coaches are dedicated to fostering a fun, learning, and competitive environment that continues to encourage the YMCA principals: Honesty, Respect, Caring, and Responsibility.

In this packet, you will find information about our competitive season. Located in a separate packet, please complete and return the team registration form, signed code of conduct forms, credit card consent form, and the photo release form before your first practice.

While I am not currently the Head Coach, I am proud to be a former UBY National Team Member, UBY Head Coach, Division I NCAA scholarship swimmer, and a caring parent of a current UBR swimmer. Therefore, rest assured that I will assist the team in any and all capacities. My office door is always open! If you have any questions or concerns. Please feel free to contact me at 215-536-YMCA (9622) Ext.126 or e-mail bmusselman@ymcabucks.org.

Sincerely,

Becky Musselman

Aquatics Director

**Registration Process**

1. All Swimmers must keep a current Full Privilege Membership to the YMCA of Bucks County - Quakertown. The swimmer’s membership level may be an Individual Youth or Family Membership (see YMCA membership guidelines or speak to membership services for further information on membership options).
2. Swim Team Registration will be through our team website. Coach Sarah will assign your swimmer to a practice group. An evaluation may be needed, Sarah will contact you if this is the case. No payment is taken at this time.
3. Payments will be made via automatic credit card charge through the Welcome Center.
4. Families have the option to pay fees in either one or four payments. The chart below outlines the Y 2020-2021 swim fees based on practice group:

One Payment Six Payments\*

*Age Group 1*  $468.00 $78.00 each

*Age Group 2* $510.00 $85.00 each

*Pre-Senior*  $545.00 $91.00 each

*High School* */Senior* $545.00 $91.00 each

\*If High School teams run this season, Senior swimmers who participate with their High School teams will not be charged for the months of Nov/Dec/Jan.

\*Please remember there is also a $100 Registration fee ($150 max for families with multiple swimmers).

1. **New** **swimmers**: Once registration is complete, directions on creating an account on our team website will be emailed to you.

1. Withdrawals from the team will be prorated on the competitive season running from September 8st–February 29th. Parents must give written notice prior to withdraw from the team to the Head Coach.

**Financial Assistance**

The YMCA of Bucks County - Quakertown is committed to the communities we serve. That is why we promise to fulfill the 150+ year tradition of not turning anyone away due to gender, creed, ethnicity, or financial need (for those who qualify). If you would like to apply, please fill out a financial assistance application available at the Welcome Center. Note: you must include documentation of all household income with your application to be considered for financial assistance. Financial assistance only applies to membership fees and payment plan fees if you should qualify. Any extra expenses such as team clothing, meet fees, or travel expenses will be the financial responsibility of the individual.

Please remember to attach your approval letter to your swimmers registration if you already receive financial assistance.

**Fees**

The following chart describes how your swim team fees are being used, extra expenses that each swimmer will incur and what our fundraising money is used for.

**Swim team fees: Additional Participant expense: Registration fee:**

Coach salaries Travel to/from meets Champ entry fees

Pool facility fees Practice equipment list Timing/computer(general) Operating expenses Swim meet list Swimmer Banquet costs

 Invitational/ post-Champs meets Banquet awards

 Optional team apparel Team events

 Guest Banquet costs (TBD) Coach/official training

 Dryland with PT in Wellness

 **Practices and Schedules**

**UBR Swim Team**

**2020–2021 Practice Schedules**

High School/Seniors

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Mon. | Tue. | Wed. | Thur. | Fri. | Sat. | Sun. |
| Dryland | none | 5-5:45 | none | 5-5:45 | none | off | off |
| Swim | 3-4:45 | 3-4:45 | 3-4:45 | 3-4:45 | 3-4:45 | off | off |

Pre-Seniors

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Mon. | Tue.  | Wed. | Thur. | Fri. | Sat. | Sun. |
| Dryland | 6-6:45 | off | 6-6:45 | off | 6-6:45 | off | off |
| Swim | 7-7:45 | 5-6:45 | 7-7:45 | 5-6:45 | 7-7:45 | off | off |

Age Group 2

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Mon. | Tue. | Wed. | Thur. | Fri. | Sat. | Sun. |
| Dryland | 5-5:45 | off | 5-5:45 | off | 5-5:45 | off | off |
| Swim | 6-6:45 | off | 6-6:45 | off | 6-6:45 | 7-8:45am | off |

Age Group 1

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Mon. | Tue. | Wed. | Thur. | Fri. | Sat. | Sun. |
| Lap Pool | 5-5:45 | off | 5-5:45 | off | 5-5:45 | off | off |

**\*\*\*Dryland\*\*\***

**Dryland will be outside this season for the months of September and October. Dryland will need to be re-evaluated after October to see if we can continue indoors. Swimmers must attend dryland in workout clothes appropriate for the weather that day. Bathing suits must be worn under clothing since swimmers will not be able to change in the locker rooms/bathrooms. Sneakers must be worn!**

**Swimmers will arrive and scan in at the front desk then wait in the lobby for their coach to arrive to take them to the side field.**

**\*   Subject to change; all times are PM except Saturday/Sunday which are AM**

Subject to change: all times are PM except Saturday, which is AM

The UBR practice groups are organized by multiple components including swimmer’s age and ability to ensure swimmer’s long-term development and progression. The coaching staff maintains final approval of swimmer practice group assignments and they are subject to change at any time. Swimmers should only attend practice sessions that pertain to their assigned practice group. It is recommended that swimmers attend all of their scheduled practices, but we are sensitive to a balanced academic and healthy lifestyle. Therefore, strive for three practices a week as a minimum guide to maintain and develop skills. If an extenuating circumstance arises, please contact Coach Sarah Siegel about the possibility of attending an alternative practice session.

Swimmers are not permitted to change in the building this season. Swimmers must arrive and leave in bathing suits with clothes overtop and masks on. Swimmers will scan in and wait in the lobby for a coach to take them through the family locker room and on to the deck. Swimmers will leave their swim bags on the deck, remove masks and hop in the pool. Swimmers late to practice will not be permitted to attend. After practice swimmers will dry off quick, put their mask on and walk back up front with a coach.

Practices are “closed,” which means parents are **not** permitted on the pool deck during practice except in the case of an emergency. Swimmers are expected to pay attention and listen carefully to directions. Parents on deck often serve as a distraction to swimmers and coaches alike. Please see the communication section on how to approach coaches when needing to communicate with us.

For your swimmer’s safety, this season we are also including waivers with the registration packets. Please make sure to list who is allowed to drop off/pick up your child. Parents/Guardians of AG1s and AG2s will also need to drop off/pick up their swimmer on deck so that the coach can make sure the swimmer is being dropped off/picked up by someone on your approved persons list. Identification will be needed in order for our staff to release the swimmer to a person on your approved list. Parents/Guardians who have swimmers old enough to drive themselves please make sure you fill out the waiver stating that they have permission to check themselves in/out. Parents/Guardians who’s swimmer may be accompanying a friend driving to practice please fill out the waiver giving the swimmer permission to check him/herself in/out of practice.

**PRACTICES: What will your swimmer(s) need?**

What a swimmer specifically needs for practice will vary a little depending on which practice group they are in. Listed below are the general items that all swimmers need. Anything listed with an \*asterisk\* are items only for the Pre-Senior and High School groups. Please make sure that your **swimmer’s name is on everything**! (the Y is not responsible for lost/stolen items)

* Practice suit: Girls must wear an appropriate one piece. Boys either a jammer or briefs, swim trunks are not recommended. Swim shirts are not recommended. (unless for religious reasons)
* Goggles - possibly a backup pair as well.
* Swim cap - recommended for hair below the ears. A backup cap is also a good idea.
* Plastic/metal water bottle, labeled with the swimmers name (no glass bottles are allowed).
* Towel
* Equipment bag
* \*Fins\* - short fins only
* Pull Buoy
* Kick board
* Dryland – sneakers, gym appropriate clothing, water bottle

The above items are an additional purchase at your expense. You can purchase all these items from D&J Sports in Coopersburg. In the past, D&J have had a bundle deal for the equipment and equipment bags.

**Swim Meets**

**\*\*\*AT this time we are only offering practices, Virtual meets are a possibility further down the line\*\*\***

At swim meets, swimmers are able to put into action what they’ve worked hard to develop during practices. This is a great opportunity for both swimmers and parents alike to demonstrate team pride and sportsmanship. Swimmers are urged to cheer for their fellow swimmers and to stay until the end of the meet. If a swimmer needs to leave before the meet ends, please let Coach Sarah know before the meet starts. It is expected that leaving early is not a frequent occurrence.

 *Team Suit*

The Quakertown Swim Team prides itself on its unified look at meets. Each swimmer is expected to purchase an official Quakertown Swim Team suit, and if appropriate, a Quakertown Swim Team Cap. A suit fitting session is scheduled for early in the season allowing your swimmer(s) to try on and order a suit. If you miss this session, you may purchase the suit directly through D&J located in Coopersburg. Swimmers may wear any swim suit (or multiple swim suits) during practice, but he or she must wear the team suit (and cap) at all meets. Your cooperation and support is appreciated. **Please note that the team suit should not be worn at practice.**

***Meet Entries & Participation***

All team members are expected to compete in swim meets throughout the season. Please declare your swimmer(s) attendance intentions on the team website, as soon as possible (at the latest by the end of practice on the Wednesday before a meet). This gives coaches time to make the necessary adjustments to their meet lineup. We understand that last minute illnesses or injuries occur. In this case prior notification will not be possible. Contact Coach Sarah as soon as possible using the contact numbers listed at the back of this handbook. A swimmer arriving after the meet begins and without prior coordination with Coach Sarah, will have already been **SCRATCHED** from the meet and not permitted to swim his/her events.

Note: It is against the policy of the YMCA of Bucks County - Quakertown for coaches to provide transportation for swimmers to or from practice, meets, or other team activities.

 ***Snacks***

Swimmers are encouraged to bring healthy snacks and drinks to meets. **NO SWEETS OR SODAS!** However, keep in mind that most facilities, including our own, do not allow food or drinks on deck. Please respect the policies for each facility. Additionally, all swimmers are expected to pick up all trash and to leave the team’s area spotless.

***Expectations of Swimmers at Meets***

* + Arrive on time! Warm-up times will be posted to the team website and also e-mailed.
	+ Warm-up for all meets as a team.
	+ Arrive behind the starting block at least 5 heats before your race, or when instructed.
	+ Try your best and swim hard. It’s ok to be nervous. Many swimmers have pre-race jitters, especially for events they may not have swum before.
	+ After your race, immediately see a coach for feedback. Learning what you did well and understanding areas for improvement will help you become a better swimmer.
	+ Sit and stay with the team, you are part of it.
	+ Support and encourage your teammates before, during, and after their races.
	+ Join in team cheers!
	+ Wear Quakertown Barracudas suit and cap at all meets.
	+ For dual meets, **remain in your team suit until the meet is over** and you have finished the team cheer. Relays are at the end of the meet and are subject to change. Do not leave as you may be called upon to swim. For invitational meets, stay at the meet until you have received clearance from the coach to leave.
	+ Leave **ALL** electronic devices at home or in your bag. The decks are wet and it is easy for devices to be broken. Additionally, if you are playing with your phone or other device you are not paying attention to the meet or cheering on your team mates.

***Relays***

For Dual, Invitational, and Championship meets, if enough swimmers are available from an age group, the coaches will create relays. It is very important to check the line up at any meet to establish whether a swimmer has been assigned to a relay. In all meets, relays are set by the coaching staff.

Note: Four (4) swimmers constitute a relay, and if one swimmer does not swim/show up, the remaining 3 lose out!

***Parent Volunteers***

Swim meets cannot run without the help of parent volunteers. Parents are needed to run swim meets and other related activities throughout the season. An adult member from each family is expected to help out at 4 meets per season (also to include post-season champ. competitions). Each family is responsible to donate one of a drink item for the season and one food item per home meet during the season to the snack bar. Additionally, we ask that families whose last names start with the letters A-I to donate one case of water. Families, whose last names start with the letters J-R, please donate a case of sports drink. Finally families with last names S-Z please donate a case of soda. Drink donations need to be brought in before the first home meet and can be placed outside the swim team closet door. Please label it with your last name so that we can check you off the list. See the team website for the various job opportunities available at each swim meet. Remember, by volunteering, you are not only ensuring that the meet will be a success but you are also setting a positive example for the swimmers by showing responsibility and willingness to be an active part of the UBR community. If UBR is unable to fulfill its parent-volunteer requirements at a meet, we may be required to forfeit preventing the swimmers from competing.

Please remember that parents are not allowed in the swimming section during the meets. The only exception is our line up parents, meet timers or officials. This is a standard regulation for all swim meets. Breaking this regulation can lead to removal of the swimmer and parent from the meet.

**Communication**

Please help the coaches by informing them of any problems your swimmer may be experiencing at home, in school, or in the pool. You may contact Coach Sarah directly at 215-536-9622 Ext. 125 or ssiegel@ymcabucks.org during the day regarding questions or concerns. We ask that in-person communications directly before practice pertain to that evening’s practice only.

 ***E-mail, Web site and The Y app.***

This is our team’s primary means of communicating information to you. Please be sure to regularly check your e-mail as well as the web site for information. We also recommend downloading the free Y app. We will be sending out closing/cancellation information through email and the Y app.

 ***Parent Meetings***

Beginning September, we will hold bi-monthly parent meetings. The purpose of these meetings is to familiarize and educate parents about competitive swimming, season developments, and the sport as a whole. This is also an opportunity to raise any questions or concerns you may have as well.

 ***Parent Committees***

Parent Committees have been established to support the coaching staff and team. Parent Committee Chairpersons will occasionally communicate information to you by e-mail.

**CLOSINGS DUE TO INCLEMENT WEATHER**

Watch Channel 69 (WFMZ) or log on to wfms.com for building delays or closings. The Y will make a decision on program cancellations and building closures. All swim team cancelations will be announced by e-mail and the Y app. once a decision has been made. However, deciding to travel to an away meet is always the most-difficult decision to make. If you are uncomfortable traveling in inclement weather to a meet please refer to the ***Meet Entries & Participation*** section of this handbook.

**VACATIONS**

If you have a vacation or your swimmer is going to miss more than 3 practices in a row, please let Coach Sarah know in advance. If your swimmer is going to miss any meets during the season, please also refer to the ***Meet Entries & Participation*** section of this handbook.

**ILLNESS/INJURIES**

If your swimmer gets sick during the season and ends up missing more than 3 practices in a row, please update Coach Sarah. With a doctor’s note, practices can be modified. If your swimmer unexpectedly needs to miss a meet due to a sudden illness, call Coach Sarah immediately. Use Coach Sarah’s cell phone number to call/text. Do not call the office or email; she will not get the message in a timely fashion.

When a swimmer has a minor injury, swimmers must still attend practices to stay in shape. Swimmers need to be in the pool since they are still part of the team. Practices may temporarily be modified. If an injury is serious enough to be under a doctor’s care, a doctor’s release to return to swimming is required. Any restrictions should be noted in writing from the doctor.

**Committees**

Hosting events requires organizational skills and commitment above and beyond what the Aquatics Director and Swim Coaches are capable of doing alone. Parent Committees have been established to support the coaching staff and team. Please consider volunteering to help on a committee. If you are interested in helping on a committee, please contact Coach Sarah.

**Committees with an \*asterisk\* are in need of additional** **volunteers**.

Each committee will organize and carry out the details that they are responsible for. A parent may choose to serve on more than one committee. All committee chairpersons will receive direction and guidance from the Aquatics Director and/or Coach Sarah. They will need approval before beginning any new concepts/ideas or before any changes/modifications of previously established concepts.

**Fundraising Committee\* - Chairperson –\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Responsibilities include coming up with and implementing fundraising ideas. All fundraisers must have the approval of the Aquatics Director. The chairperson, with the help of committee members will plan, organize, and implement fundraisers from start to finish.

**Swim Meet Committee\*- Chairpersons – \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Responsibilities will include organizing the team web site for volunteer commitments and ensuring needed positions are filled. Ensure that there are enough officials at a meet. Ensure that all volunteer slots for a meet are filled. Greet volunteers on meet day to get them started.

**Snack Bar Committee\*–** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Communicate and organize food and drink donations for the snack bar, oversee volunteers for the actual selling of the food at the meets, oversee setting up and cleaning up of the snack bar.

**Banquet Committee\* - Chairperson** – \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

With the help of committee members, plan and organize the end-of-year Swim Banquet held in the spring to honor the team’s achievements.

**Special Events Committee\* Chairperson - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

With the help of committee members and coaches, plan and organize the food and volunteers for the team building lock in. If you have any additional ideas for team socialization, speak to Coach Sarah Siegel.

**The Penn-Del League**

 ***Short-Course Season***

The “short-course” season is held from approximately October through April and is comprised of competitions that are held in pools that are 25 yards or 25 meters in length. This is the season typically referred to as the “dual meet” season and is made up primarily of Y sanctioned meets.

UBR competes as part of the Penn-Del YMCA Swimming League, which consists of 49 teams representing 21 YMCAs throughout eastern PA and northern DE. UBY competes in approximately 6 dual meets against other Y teams in our division. Meets are held on Saturday afternoons from November to January. In order to be eligible for competing in meets, swimmers must:

* + Be a full member of the YMCA of Bucks County - Quakertown, fees paid up-to-date.
	+ Swim a continuous length of freestyle with rotary breathing and a continuous length of backstroke.
	+ Pay a Swim Team registration fee.
	+ Must not represent another swim team (with the exception of School District teams).
	+ Must also regularly attend practices, per practice group recommendations.

Each swimmer is permitted to swim in a maximum of 3 scoring events and will swim in age groups based on their age as of December 1st. Decisions on what events swimmers will be competing in will be determined by the coaching staff based on a swimmer’s developmental stage, preparedness to compete in an event, and the needs of the team. After completion of the “dual-meet” portion of the short-course season, the following meets may be available for swimmers:

**Division Championships (Champs)**

**All swimmers are expected to participate.** Division Championships, also known as “Champs,” typically occur in late January or early February. All swimmers qualify for this meet as long as they have competed in 2 or more dual meets throughout the season. It is expected that all swimmers will attend Champs since it is a scored meet. This meet is comprised of teams within the same division as UBR. You will need to declare or decline this meet online.

**Charlie Hartley Silver Championship**

The Charlie Hartley Silver Championship meet typically occurs in late February. In order to swim in this meet, swimmers must have achieved the qualifying times and competed in at least 2 meets during the dual-meet season. This meet is comprised of all Penn-Del Swim League teams, not just the UBR division. Swimmers who have qualified for Districts in more than one event are not eligible for this meet, as per our team policy. This meet has entry fees that need to be paid for by the swimmer’s family. Please see the “Paying for meet fees” section below.

**PA YMCA East District Championship (Districts)**

Swimmers with district-qualifying times will be eligible to participate in the PA YMCA East District Championships. This meet is typically held in mid-March each year and comprised of swimmers from Ys across Eastern PA who have met the district-qualifying times. This meet has entry fees that need to be paid by the swimmer’s family. Please see the “Paying for meet fees” section below.

**East-West Championship (States)**

Based upon a swimmer’s performance at Districts, he or she may qualify to continue on to the East-West Championships at Penn State University. This meet is comprised of swimmers who place within required guidelines at their respective District meet. This meet has entry fees that need to be paid by the swimmer’s family. Please see the “Paying for meet fees” section below.

**National YMCA Short-Course Championship (Nationals)**

National YMCA Short-Course Championship is an open national competition. Swimmers 13 and older with qualifying times may compete at the YMCA National Short-Course Championships in Greensboro, NC. This meet has entry fees that need to be paid by the swimmer’s family. Please see the “Paying for meet fees” section below.

Additional invitational swim meets may be available to interested swimmers throughout the season. These include the “Boyertown Boo” ect. among others.

**Paying for meet fees**

Meet Fees will be charged directly to the card you have on file. Please keep this in mind when declaring your swimmer(s) for meets.

**parent, swimmer, Coach**

The relationship between parent, swimmer, and coach is an important aspect of swimming. In order to support the swimmer’s development, it is important to maintain a mutually beneficial and trusting partnership with regular communication. Parents, swimmers, and coaches may not always agree, but respectful, fair, and open communication will help foster a positive relationship. The collective goal of the parent-swimmer-coach triangle is to maintain an environment conducive to the development of the swimmer; both as an athlete and as a person.

 ***Parents***

One of the primary roles of a swim parent is to love and support his or her swimmer(s) regardless of performance. Parents should provide appropriate praise to swimmers for his or her personal successes and refrain from comparisons with other swimmers. The UBR swim team believes in encouraging every swimmer equally and will not tolerate the degradation of others or making them feel poorly about themselves as swimmers and/or individuals.

Please set the example of good sportsmanship and the positive values of the YMCA. With this, the UBY program believes in encouraging swimmers to be honest, caring, respectful, and responsible. Remember, parents represent the UBR swim team and the YMCA of Bucks County - Quakertown as much as the swimmers and coaches. We ask that parents reserve concerns and disagreements about the program for private discussion with a Coach or the Aquatics Director.

Parents/guardians are also asked to please supply background clearances as required by state law when interacting with youth. All parents/guardians will need their Criminal History Clearance, Child Abuse Clearance, and FBI finger Print Clearance turned in by the **November 1st** if you plan to participate with the team in any way including scorekeeping, snack stand and timing to name a few. If you already have these clearances and they are less than 5 years old we can accept copies of them. This new rule also applies to anyone over 14 who intends to volunteer with the team.

**ALL** parents are expected to:

* Encourage swimmers to attend appropriate practices and meets, provide transportation to the workouts and meets as necessary.
* Encourage swimmers to work diligently.
* Assist younger swimmers to set *realistic* goals; offer support to your swimmer throughout the season.
* Let the coaches do the coaching.
* Remain off-deck during practice.
* Take an active part in fundraising projects and consider becoming a certified swim meet official.
* Assist at meets and any other team-hosted events: timing, concessions, and help in setup and breakdown for home meets. All parents who have swimmers on the team are expected to participate in helping dual meets run smoothly.

 ***Swimmers***

UBR strives to develop not only great swimmers but also positive members in the community. Swimmers should always remember that they represent the Y and the UBR swim team whether at a meet, school, or elsewhere in the community. Your words and actions reflect not only on yourself but on your teammates, parents, coaches, and the Y. With the guidance of coaches and parents, swimmers are expected to demonstrate the Y’s character development traits of caring, honesty, respect, and responsibility. While individual achievements are important, supporting others and working together as a team toward a common goal raises everyone’s performance level.

Below are some terms that UBR uses to define a **GREAT** Swimmer and Team mate:

**Determination–**Is the act of coming to a decision or of fixing or settling a purpose. Swimmers will need to have determination in order to keep improving. Practices may not always be fun or easy, but determined swimmers who push through have the best chances of improvement.

**Teamwork–**The focus will be on cooperation, encouragement, and team unity, not just competition. In a sport where participants compete against other teams as well as age group teammates, rivalry among teammates will not be tolerated. Swimmers will be taught to encourage teammates to do their best and your best will be expected of you as well to achieve the goals of the team as a whole.

**Fair** **Play (Good Sportsmanship)–**Fair play involves respect for the rules and the officials who uphold them. Respect for yourself includes taking responsibility for your own behavior and learning the correlation between effort and reward. Respect for your teammates translates to being a team player that unselfishly contributes to the good of the whole team. Respect for other teams means considering the other teams as essential partners in competition. Loud, emotional, or rude actions are inappropriate, regardless of the reason. Always think before you speak or act.

Expectations of Swimmers:

* We expect that all swimmers in our program want to improve. Swimmers must pay attention during practice and work hard in order for improvement to occur.
* All practice groups have a set number of practices that the coaching staff recommends. If you need to come late or leave early your coach needs to know.
* All swimmers are expected to be at all meets and fully participate in all events for which he/she has been entered.
* Swimmers should be on time to practices and meets. Chronic lateness may result in but is not limited to having to sit out for a period of time, parental calls, and/or meetings between the parent/coach.
* UBR Swimmers are expected to have positive attitudes.
* Swimmers must maintain respect for themselves, each other, coaches, the Y and other Y’s. You also must respect other people's belongings.
* Swimmers are expected to wear the UBR team suit and caps at all meets.
* Swimmers are asked to use the bathroom before practice to avoid disruption. There will be no fooling around or yelling in the locker rooms.
* The Y is not responsible for personal belongings. It is recommended that valuables be left at home, with a parent or locked in a locker. Please do not give valuables to the coaches to hold.
* Swimmers are encouraged to bring plastic/metal water bottles to practice labeled with their name and discard any empty containers at the end of practice. No glass bottles!

 ***Coaches***

UBR coaches take their role seriously and strive to be good role models, leaders, and listeners:

Expectations of Coaches:

* Instruct swimmers in all aspects of the sport: sportsmanship, technique, training methods, mental preparation, competitive strategy, etc.
* Offer encouragement, constructive criticism, and honest assessments with suggestions for improvement.
* Demonstrate and encourage values and behaviors consistent with the principles of the Y.
* Lead the team at competitions.
* Make decisions about group placement; meet opportunities, and events for swimmers. Decisions are made based on a number of factors and with the interest of the swimmer and the team in mind
* Communicate with swimmers and parents about plans, issues, and philosophy within the program.
* Treat all swimmers and parents fairly and with respect.

**Disciplinary Actions**

At swim meets and at practices each swimmer and parent is a representative of the YMCA of Bucks County - Quakertown. Appropriate behavior is expected at all times. Behavioral violations by parents or swimmers at the Y, during practice or at meets (home or away) may result in suspension or expulsion from the team.

Swimmers who misbehave will be disciplined, including but not limited to time-outs, dismissal from practice/meets, parental notice/meetings, suspension, and ultimately could result in dismissal from the team. Extreme disciplinary problems may include interaction with the Aquatics Director and Vice President of Operations here at Quakertown. While progressive discipline will be practiced, there may be some instances where immediate dismissal from the team is necessary.

The first violation will result in a verbal discussion with the coach and swimmer; the second will result in dismissal from the practice, meet, or team function; the third will result in suspension from the team for a period of time or removal from the program, as determined by the coaching staff and Aquatics Director. Parents will be notified at each step and all parties will be expected to sign an applicable incident report, kept on file at the Y, with a copy provided to the swimmer and parent.

**TEAM CONTACTS**

If you have questions about our program, feel free to contact the UBR Coaching Staff or Aquatic Director. Please note that the coaches are busy during practice times and should only be approached in an emergency during practice.

**Head Coach**

Sarah Siegel ssiegel@ymcabucks.org

Cell: 267-733-3763

Office: 215 -536-9622, Ext. 125

**Aquatics Director**

Becky Musselman [bmusselman@ymcabucks.org](file:///%5C%5Cymca-dc1%5Cusershares%5CSSiegel%5CMy%20Documents%5CSwim%20Team%5COpen%20House%5CHandbook%5Cbmusselman%40ymcabucks.org)

Office: 215-536-9622, Ext. 126

**Regional Competitive Director**

 Tim Ryan tryan@ymcabucks.org

 Office: 215-348-8131, Ext. 1149

 **Websites**

Quakertown Barracudas Swim Team [www.ubyswimming.com](http://www.ubyswimming.com)

Penn-Del Swimming [www.penndelswim.org](http://www.penndelswim.org)

YMCA National [www.ymcaswimminganddiving.org](http://www.ymcaswimminganddiving.org)

**CODE OF CONDUCT** (Swimmer and Parent)

As members and representatives of the UBR Swim Team and the YMCA of Bucks County - Quakertown, all swimmers and parents are expected to behave in a manner that is respectful, responsible, honest, and caring. These guidelines are to be followed by all swimmers at practices, meets, and other team functions as well as in electronic or on-line communications. Please read and initial all of following. By initialing each statement, you are acknowledging that you understand the rule and the consequences of breaking the rule:

**SWIMMER CODE OF CONDUCT**

\_\_\_\_\_I will show respect for my coaches, fellow swimmers, and officials by demonstrating the core values of the Y: Caring, Honesty, Respect, Responsibility in all that I do.

\_\_\_\_\_I will encourage good sportsmanship at all times through my actions. I will cheer for my team and shake hands with my competitors at the end of my races. I will refrain from any negative remarks against my team mates or competitors.

\_\_\_\_\_I will sit with my team during meets, in uniform, until the end of the meet; unless prior arrangements have been made with the coaches.

\_\_\_\_\_I will help clean up our team area after swim meets. Making sure to throw away all of my trash and picking up all of my belongings.

\_\_\_\_\_I will do my best in school and understand the importance of education.

\_\_\_\_\_I will represent my team and my family with the highest ethics in my behavior in and outside of the pool. I will choose my words carefully and refrain from gossip.

\_\_\_\_\_I understand that offensive/vulgar language, physical altercations, sexual harassment, theft, or vandalism will not be tolerated and will result in disciplinary actions.

\_\_\_\_\_I understand that consumption or use of tobacco products, electronic cigarettes/vaporizers, alcohol, or any other illegal substances will not be tolerated and will result in disciplinary actions.

\_\_\_\_\_I understand that personal web sites i.e. Facebook/Twitter and Blogs may not reflect the Y logo or name. My behavior outside of the Y and on-line could impact the reputation of the YMCA and seriously undermine our swim program. Any inappropriate messages, pictures, videos, etc. that are reported will be required to be promptly removed and could result in discipline or termination from the team.

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have read and am ready to follow the Swimmer Code of Conduct.

 (please print name here)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (please sign name here)

**PARENT CODE OF CONDUCT**

\_\_\_\_\_I will place the emotional and physical well-being of my child ahead of a personal desire to win.

\_\_\_\_\_I will respect the privacy of the e-mail distribution list with the understanding that it is not to be used for personal gain.

\_\_\_\_\_I will support coaches and officials working with my child, in order to encourage a positive and enjoyable experience for all.

\_\_\_\_\_I will expect my child to treat other swimmers, coaches, parents and officials with respect regardless of race, sex, creed, or ability.

\_\_\_\_\_I understand that personal web sites i.e. Facebook/Twitter and Blogs may not reflect the Y logo or name. Parental behavior outside of the Y and on-line could impact the reputation of the Y and seriously undermine our swimming program. Any inappropriate messages, pictures, videos, etc., that are reported will be required to be promptly removed and could result in discipline or termination of my child in the swimming program.

\_\_\_\_\_I understand during a competition, my child is to remain in uniform with the team and the coaches until the end of the swim meet.

\_\_\_\_\_I understand that I am not permitted to speak with an official about my child’s swim during or after the meet.

\_\_\_\_\_I understand that during a meet, I am not permitted behind the blocks or in the team area.

\_\_\_\_\_I understand that offensive/vulgar language, physical altercations, sexual harassment, theft, or vandalism will not be tolerated and will result in disciplinary actions.

\_\_\_\_\_I understand that consumption or use of tobacco products, electronic cigarettes/vaporizers, alcohol, or any other illegal substances on Y property or at Y sponsored events will not be tolerated and will result in disciplinary actions.

\_\_\_\_\_I understand my responsibilities as a swim team parent to volunteer at meets and other team functions. This includes turning in all clearances.

**Parent Acknowledgment**

\_\_\_\_I hereby certify that my child is in good physical and mental health and capable of safe participation in the swim team program. I assume all risk(s) and hazards incidental to the conduct of this program and for the transportation to and from the program. I hereby authorize the Y or its employees to obtain medical treatment for my child in the event that parent(s) listed in emergency contact section cannot be reached.

\_\_\_\_I support the Y Youth Sports philosophy, which is based on participation, fun, physical fitness and health, skill development, teamwork, fair play, family involvement, good sportsmanship and volunteer leadership.

\_\_\_\_Waiver and release: I am fully aware of and appreciate the risks for my child, including but not limited to injury, as well as other damages and losses associated with participation in swimming activities and events.

\_\_\_\_I further agree that the Upper Bucks YMCA, Penn-Del League, and the sponsor of any Y event, along with the employees, agents, officers, and directors of these organizations shall not be liable for any losses or damages occurring as a result of my child’s participation in the event, except where such loss or damages is the result of the intentional or reckless conduct of one of the organizations or individuals identified above.

\_\_\_\_I understand that stroke work is a fundamental aspect of my child’s participation in the Quakertown Barracudas swim team and as a result, the coaches may, at times, physically touch my child to help correct strokes.

\_\_\_\_I have read the Quakertown Barracudas Swim Team handbook and understand what is required of myself and of my child.

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have read and am ready to follow the Parent Code of Conduct.

 (please print name here)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (please sign name here)