

# 2017-18 Blue Wave Swim Team Handbook

Welcome to the Kansas City Blue Wave Swim Team (BWST)! Our organization is committed to excellence in competitive and recreational aquatics. By joining our team you are embarking on a journey of self-improvement, enjoyment, success and building powerful skills needed for accomplishing any goal in life. This handbook contains valuable information for both swimmers and parents. Families are responsible for reading all of the information provided. Updates and additions will be discussed at the SC and LC Parent Meetings.

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# 1. Mission Statement

The mission of the Blue Wave Swim Team is to develop the highest level of personal excellence as a swimmer, individual, and community member by encouraging the healthy individual growth of mind, body and spirit through competitive swimming.

# 2. Vision

To provide a competitive program committed to:

1. Providing athletes with superior training in a fun, positive and competitive atmosphere.
2. Adhering to the core YMCA values of caring, honesty, responsibility and respect.
3. Developing the values of good sportsmanship, teamwork, and goal-setting.
4. Developing life-long skills which can be used to enrich the quality of the athlete's spiritual, social, mental and physical wellbeing.

# 3. Team Structure & Organization

The Blue Wave Swim Team is a program of the YMCA of Greater Kansas City. The Y is a not-for-profit, tax exempt, 501(c) (3) organization and our program complies with the rules and regulation set forth by the Y national governing body. The Director of Competitive Swimming oversees and manages all aspects of the program. The Director is responsible for administration, coaches training, season planning and club development and works closely with Head Site Coaches and the Blue Wave Parent Booster Committee to make sure the program is operating optimally.

The Parent Booster Committee is made up of parent volunteers. The job of the Committee is to provide general support including coordinating and staffing Blue Wave sponsored events, fundraising for the team, team development and other activities that are necessary to the wellbeing of the club.

Upon registration, our athletes have a unique opportunity to be a part of three outstanding regional and national governing bodies of our sport, the Y, Missouri Valley Swimming, Inc. (MVS) and United States Swimming, Inc. (USAS). By being members of all, we can participate in various meets and events that cater to all of the needs of our swimmers. The Y circuit, USAS & MVS provides our athletes opportunities to participate in local, regional, national and international meets.

The athletes and their families are an important part of the Blue Wave Swim Team. They are the sole reason for our existence. While each of the athletes and their families have their own reasons and goals for being part of the team, their actions must coincide with the mission and vision of the swim team program to ensure the success for all of our participants.

## 4. Coaching Staff

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## 5. Parent Booster Committee

The Blue Wave Parent Booster Committee (PBC) is made up of parents and overseen by the director and the Chair of the PBC. The PBC assists in running many aspects of the Blue Wave swim team. The PBC, its Chair, the Coaches, the Director and the YMCA work together to support the mission of the Blue Wave Swim Team. The job of the PBC is to provide general support including coordinating and staffing Blue Wave sponsored events, fundraising for the team, team development and other activities that are necessary to the wellbeing of the club.

The Blue Wave PBC meets the first and third week of each month and at other times as needed to discuss team business and plan events. The PBC, its chair & the director will host "All Parent Meetings" twice per year to keep parents updated on the behind the season workings of the team. Watch the website for times and dates of all meetings

The Committee is made up of interested parents like you, and we welcome your involvement. We do have a goal of one parent from each group at each location so we have a well-rounded sample of parent input. If you would like to contribute in any way, please feel free to contact the Director or the PBC Chair. All swim team parents are welcome to attend committee meetings and participate. If you have a significant concern that you wish to discuss and are not currently volunteering, please notify the Director in advance so your concerns can be addressed. Regularly active members of the PBC receive a credit for 5 hours of volunteer time at the end of each season.

## 6. Expectations

As a team we expect the best from our staff, athletes and members. These can be boiled down to five main expectations, caring, honesty, respect, responsibility and commitment. Care for those around you whether they are a teammate or a competitor. Be honest with yourself and those around you. The truth can be hard but it will always be the best policy. Respect for yourself, others and property. If you are respectful of those people and things around you, there will never be any issues. Be responsible for yourself and those around you. This will help our team be better as a whole if we are all feel responsible

for those around us. We also ask for your commitment to the team through time, talent and treasure. More elaborations on these expectations follow, but please remember that when you are representing this program to be caring, honest, respectful, responsible and committed. This will help us be the best we can be.

## ***6.1 Dress Code***

Coaches, Athletes, Officials and Family Members are expected to dress with dignity and appropriate taste whenever they are representing the team. This includes going into and out of practices, meets, and all team activities. Coaches, Athletes and Officials should monitor the condition of their uniforms so that they are not worn when they no longer provide adequate coverage or support.

### **Competitions:**

**In Water:** Swimmer must be in a FINA approved competition suit, team cap and goggles. If two caps are to be worn, the team cap must be the outer most cap. Technical Suits are to be worn only with the approval of the coaching staff at select meets.

**On Deck:** All team representatives should wear a team shirt. Swimmers are encourage to also wear team shorts/sweats or warm-ups/parkas. No materials promoting another team or organization will be acceptable meet wear.

**Awards Presentations:** Team warm-ups, sweats, t-shirt with shorts or any appropriate combination thereof are required attire for any award presentation.

**Team Travel:** When Traveling with the team to a team event or competition, all team representatives should wear team warm-ups, sweats, t-shirt with shorts or any appropriate combination thereof for the duration of the trip.

### **Training:**

**In Water:** Swimmers may wear a suit of their choosing. Goggles must be worn at all times and a cap of their choosing is optional. Drag suits must be worn by Senior & Blue swimmers and are optional for Hurricane & Orange swimmers. While swimmers may choose a suit for practice, they must still meet the suit requirements of the FINA General Rules and By Laws.

**Dry-land:** Athletes are required to wear a t-shirt (with sleeves), shorts or sweat pants and sneakers at all times. Suits may be worn under the clothing for dry-land but not as clothing to dry-land.

### **Prohibited Items:**

- The following items do not present a professional image and are therefore prohibited during any team function.
- Shirts, caps, etc., that relate to or advertise sex, drugs, or alcoholic beverages
- Clothing that has words, terms, or pictures that may be offensive to team members or parents; This includes images that are political or religious in nature, are sexually provocative, use profanity or are insulting of others
- Clothing that reveals excessive cleavage, back, buttocks, chest, stomach, or undergarments
- Any other articles that do not meet the intent of this policy
- Suits with zippers or other fastening systems including tie-back suits

Standards will be enforced solely by the coaching staff with final determination reserved by the Director. Anyone found in violation of this policy will be asked to change immediately. If appropriate attire is unavailable, they will be asked to leave until acceptable attire can be obtained. If there are any questions about whether items meet these guidelines, please ask a coach or the Director before wearing them.

## ***6.2 Attendance***

Attendance is the cornerstone to commitment, improvement and success in our sport. As such all athletes are required to attend a minimum of 50% of practices to attend meets. Athletes that choose to participate on their HS team will be required to attend practice a minimum of once a week as allowed by MSHSAA and HS policy.

Attendance will be cumulative from the start of each registration session through the start of the next session. Swimmers below a 50% cumulative attendance on the day registration for a meet closes will be prohibited from participating. This policy will apply to all meets, not just regular season meets.

While these are the minimum we do suggest athletes meet higher standards to achieve their best results. Monsoon and Typhoon swimmers have a suggested attendance of 60% or higher, Hurricane and Orange swimmers have a suggested attendance of 70% or higher and Senior and Blue Swimmers have a suggested attendance of 80% or higher.

We do understand that from time to time there will be conflict and don't expect 100% attendance, but we do want swimmers here as often as possible. School activities, family conflict, medical issue, such as illness or injury, and participation in a swim meet, camp or clinic will be considered excused absences. Any other reason for missing may be sent to the group lead coach for their consideration but will be excused only at their discretion. Notification of absence must be received before the start of practice by phone, text or email. Please use your best judgment about what would or would not be an excused absence.

Attendance at practice includes being on time, ready to get in the pool and participating in any dry-land that we have for that practice session. Being late or leaving early without prior notification of excused absence will result in a  $\frac{3}{4}$  attendance for the session. Failing to attend dry-land without prior notification of excused absence will result in a  $\frac{1}{2}$  attendance for the session. Being dismissed from practice early for any reason will result in loss of attendance for that practice.

Attendance will be taken through the on deck app on a daily basis and will be accessible through the My Account tab on the team website or through the on deck app. Attendance will be checked before meet entries are submitted and posted with preliminary meet entries.

## ***6.3 Meets***

The meet schedule with the exception of dual meets will be set before the beginning of the season. The schedule will be posted with registration documents at the beginning of the season. Meets will be posted in the events section of the TeamUnify website and updated as meet documents and entry procedures become available.

Parents will then be able to sign swimmers up for the meets that their swimmer will be able to attend. Parents and swimmers will not be able to select events. They do need to select days that they wish to swim as well as write us any notes about desired events or other requests. Coaches will then make the final entries. Coaches will take into account a swimmers age and ability level when entering events but will also do what is best for the swimmer overall as an athlete. Once final entries are sent, we will send them to families with a scratch deadline. If a swimmer has a desire to change an event or need to scratch, it must be done by the deadline. Changes can't be made after that deadline and all charges will be final.

Swimmers are not required to swim every meet but are encouraged to swim in at least one meet every 8 weeks. Swimmers in the Monsoon and Typhoon group should meet this minimum. Hurricane and Orange swimmers should surpass this minimum and swim about 2 meets every 8 weeks. Senior and Blue swimmers should surpass this minimum and swim about 3 meets every 8 weeks. Senior and Blue Swimmers are also encouraged to swim Senior Circuit meets as well. A meet schedule and suggested attendance will be posted with registration each session.

While swimmers are not required to swim meets, meets help us to develop athletes both physically and more importantly mentally. Without the challenge of competition, it is hard to continue to develop the mental skills needed to succeed in swimming.

## ***6.4 Volunteering***

Volunteering accomplishes three major objectives:

- 1 They benefit the swimmers by providing a best in class swim team which has access to all the necessary equipment and coaching staff that is required to run a successful team.
- 2 They allow the Blue Wave Swim team to grow and prosper by utilizing the talents and expertise of our swim team members.
- 3 They get more families involved in creating a positive atmosphere so that the Blue Wave swimmers can succeed.

It takes more volunteers to run a swim meet and to be a top swim program than most other sports. The Blue Wave Swim Team cannot be successful without an army of parents committed to the team success. In order for our team to meet the needs of our swimmers, it is necessary to host swim meets and for parent's to volunteer to fill the many needed roles and jobs to run the team. Either way, we need your help!

All families are required to volunteer for each season in which they have a swimmer on the active roster. Winter 1 runs August to November, Winter 2 runs December to March and Summer runs from April to July. For each season a family will be required to work a minimum of 2 volunteer shifts (20 hours) and make at least 1 donation for concessions or hospitality. Donations will be made in the form of a \$10 monetary donation or a food donation as requested by the meet committee. Volunteer shift requirements can be filled by working any session at a team hosted swim meet as an official, a timer, a runner or any number of other positions.

### ***What if my swimmer never competes?***

We still need your help! The success of all of the swimmers in this program is contingent upon the success of the entire team. Regardless of whether or not your child competes, we still are committed to

providing him or her with the best instruction, facility and environment which relies heavily on the successes of the meets that we host. Volunteer hours are not optional. If your child does not like to compete and you have trouble finding it possible to complete hours, you may want to consider if the Blue Wave Swim Team is the right place for you and your swimmer.

*What if I can't or don't want to volunteer?*

If you are unable to help at a meet, you can make up your sessions at the next meet. There are always pre or post meet duties that need attention. You can help with these needs before you leave or when you get back. All of which can count for some sessions. Use your strengths. Everyone can find something in which they are gifted. Just communicate and it will be a breeze. There is some flexibility and in rare cases and extenuating circumstances. This communication should be done 2-4 weeks ahead of the meet, if possible, so please plan accordingly. Again if you can find a way to make a contribution, you may want to consider if the Blue Wave Swim Team is the right place for you and your swimmer.

*What if I still don't volunteer?*

Families that do not meet the volunteer commitments and do not make arrangements will be billed \$100 per shift (\$20 per hour) or donation that has not been fulfilled. Please understand, that we do not want your money nor are we eager to try to get money out of you for not helping, we would just prefer your assistance in executing the many jobs/tasks it takes to run a top swim program

## **6.5 Fundraising**

All swimmers will be required to raise or pay \$125 to help the team meet its annual fundraising goals once per seasonal year (September- August). There will be a maximum of \$250 per family. These fees can be raised through our Swim-A-Thon in October, through obtaining a corporate sponsorship through their place of employment or another local business, by making a donation to the Y Annual Campaign with the amount supporting the Blue Wave Swim Team at registration, or through other announced team fundraising opportunities. Athletes that register after the Winter I session each year will not have the option to raise money through the Swim-A-Thon but may solicit or make a donation(s) for the Y Annual Campaign with the amount supporting the Blue Wave Swim Team or through other announced team fundraising opportunities. All donations to the Team and the Y are tax deductible. Donations to the team help us to continue to provide swimming as a sport to anyone in our community regardless of their financial circumstance.

## **7. Communication Policy**

Kansas City Blue Wave Swim Team (the "Club") recognizes the prevalence of electronic communication and social media in today's world. Many of our swimmers use these means as their primary method of communication. While the Club acknowledges the value of these methods of communication, the Club also realizes that there are associated risks that must be considered when adults use these methods to communicate with minors. In addition the Club would like to clarify the methods of communications used and available to its members for communication about the Club and its programs.

## *GENERAL CONTENT*

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

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

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

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

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

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

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

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

If your communication meets all three of the *T.A.P.* criteria, then it is likely your method of communication with athletes will be appropriate. Another consideration for appropriate communication is the time at when communication is sent. All communication should be limited to between the hours of 7am and 9pm. The only exception to this rule is within an hour of a scheduled team event like a travel trip, practice or meet that would require communication outside these hours.

## *FACEBOOK, MYSPACE, BLOGS AND SIMILAR SITES*

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

The Club has an official Facebook page that athletes and their parents can “friend” for information and updates on team-related matters. The Club does not hold accounts on any of these other platforms.

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

#### *TWITTER*

The Club has an official Twitter page that coaches, athletes and parents can follow for information and updates on team-related matters. Coaches are not permitted to follow athletes on Twitter. Likewise, athletes are not permitted to follow coaches on Twitter. Coaches and athletes are not permitted to “direct message” each other through Twitter.

#### *INSTAGRAM, VINE, SNAPCHAT AND SIMILAR SITES*

Coaches may have personal accounts on these platforms but they are not permitted to have any athlete member of the Club follow their accounts nor should a coach follow an athlete. Coaches and athletes are not permitted to message each other through these sites. The Club does not have an account on any of these sites to share information with parents or athletes.

#### *TEXTING*

Subject to the general guidelines mentioned above, texting is allowed between coaches, parents and athletes during the hours from 7am until 9pm. Texting shall be used only for the purpose of communicating information directly related to team activities. Group texting will be used through the team website, an on occasion when away from the pool at a meet on a coaches phone, to communicate unexpected or last minute information. It will also be utilized as a reminder for volunteer jobs. To receive this communication, please be sure that all contact information is up to date on your account for the team website.

#### *EMAIL*

Athletes, parents and coaches may use email to communicate between the hours of 7am and 9pm. Email responses can take 24-48 hours to respond to so please plan accordingly when sending information and requests. Team emails will be sent through the team website to announce meets, team events, fundraisers, volunteer jobs and to send updates or post important announcements. This information will also be posted on the website in the news section or events pages. To receive this communication, please be sure that all contact information is up to date on your account for the team website.

#### *WEBSITE*

All members of the team will have access to the team website. Members can look here to find all necessary information regarding the team and its activities.

#### *WEEKLY WAVES*

A team newsletter will be published about once a week to keep members up to date on upcoming events and team information. These will be published through the team website news section and old posts can be accessed through the archived news section.

#### *PARENT MEETINGS*

The Coaching staff and Parent Booster Committee will hold meetings twice a year to update members on the state of the Club. These meetings are typically held at the start of the Winter I and Summer Sessions.

### *TWO DEEP COMMUNICATIONS*

Any communication that involves an athlete relating to team business must include another third party such as a second coach or a parent regardless of who the communication originates from. If your device or account cannot support a group message, another method of communication must be used.

### *REQUEST TO DISCONTINUE ALL ELECTRONIC COMMUNICATIONS*

The parents or guardians of an athlete may request in writing that their child not be contacted by coaches through any form of electronic communication. All such request should be presented to the director. Please note that the Club will not partake in efforts to communicate other than through means exercised by the Club in relation to its other members in similar situations.

## **8. Bullying Policy**

It is the goal of the Blue Wave Swim Team to provide all swimmers with a safe and positive experience at all times. We support and adhere to all USA Swimming's guidelines regarding bullying. In the event that bullying occurs on our team, the following actions will be taken:

**Bullying Defined By 304.3.7 of the USA Swimming Rulebook:** For these purposes, the term "bullying" shall mean, regardless of when or where it may occur, the severe or repeated use by one or more USA Swimming members ("Members") of an oral, written, electronic or other technological expression, image, sound, data or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination thereof, directed at any other Member that to a reasonably objective person has the effect of: (i) causing physical or emotional harm to the other Member or damage to the other Member's property; (ii) placing the other Member in reasonable fear of harm to himself/herself or of damage to his/her property; (iii) creating a hostile environment for the other Member at any USA Swimming activity; (iv) infringing on the rights of the other Member at any USA Swimming activity; or (v) materially and substantially disrupting the training process or the orderly operation of any USA Swimming activity (which for the purposes of this section shall include, without limitation, practices, workouts and other events of a member club or LSC).

**Step 1: Report The Problem –** Make the situation known to one of the Coaches on deck or the Director as soon as possible. Reporting in a timely manner to the incident is critical for the staff to address immediately and proactively respond to the situation.

**Step 2: Written Report –** A written report will be filed by a swimmer/parent or taken and filed by either the coach or the Director in as much detail as possible regarding the incident.

**Step 3: Gather All The Information –** A meeting will be established with the coach, the Director and the accused "bully(ies)" and their parents to gather both sides of the situation. The accused "bully(ies)" will be asked to refrain from attending practice/swim meets/BWST events until the aforementioned meeting has occurred.

**Step 4: Discipline –** We have a zero tolerance policy on bullying. Therefore disciplinary actions will be treated as a third offense according to the Blue Wave Swim Team's handbook discipline policy.

Step 5: Appeals Committee – If the accused “bully(ies)” feels that the situation was mishandled, they can appeal the decision to the Director and Executive Director of the accused’s practice site.

False Accusations – If a malicious false accusation has been filed against another swimmer, disciplinary actions will be taken against the reporting athlete and will be treated as a third offense according to the Blue Wave Swim Team’s handbook discipline policy as stated in the handbook’s Discipline Policy section (please note that this is distinct from a mistake or a report that has been deemed inaccurate).

## 9. Discipline Policy:

Failure to abide by the code of conduct or to conduct oneself in a generally acceptable manner will result in disciplinary action in accordance with this policy. Offenses which are especially serious may result in more drastic and immediate consequences as deemed necessary or as outlined in the code of conduct.

### Practice

- With the first violation, a swimmer will be instructed to stop the behavior immediately and refocus on the task at hand.
- With a second violation, the swimmer will be asked to exit the pool. When appropriate, a coach will discuss the matter with the athlete before he/she gets back in the pool.
- After a third violation, the swimmer will be instructed to leave practice for the day and the parent or guardian will be notified.
- If these behaviors become habitual, the athlete will not be allowed to participate in any more practices until the parent, athlete and coach(es) schedule a meeting together. If the attitude cannot be adjusted the swimmer will be asked to stop swimming until they can control their behavior and/or may be dismissed from the team.

### Competitions

- After the first violation, the swimmer will have to meet with the coach before further competition. If they do not, they run the risk of the coach(es) scratching them from the remainder of the day or pulling them from a relay.
- After the second, the swimmer and the parent/guardian must meet with the coach(es) before further competition. If they do not they run the risk of the coach scratching them from the remainder of the day or pulling them from a relay.
- If the behavior doesn’t stop then the coach will scratch them from the rest of the meet and they will not be allowed to participate in any more meets until the coach(es), parent/ guardian and swimmer schedule a meeting together.

### Team Functions

- After the first violation, the swimmer will have to meet with coach(es), staff member or volunteer before further participation on the activity.
- After the second violation, the swimmer and the parent/guardian must meet with the coach(es) staff member or volunteer before further participation in the activity.
- If the behavior doesn’t stop, then the athlete will not be allowed to participate in any more team functions until the coach(es), parent/ guardian and swimmer schedule a meeting.

Note: Procedures also apply to behavior outside of the team. Any violation can carry a penalty of up to a 14 day suspension or dismissal from the team depending on the severity. The Coach(es) and the Director shall make a decision on the matter after discussing it with all parties involved.

## 10. Athlete Code of Conduct Swimmers

By registering for the season I Pledge:

- To treat all members of the team (coaches, swimmers and parents) and our opponents with consideration and fairness while respecting their rights and feelings.
- I will refrain from judging or criticizing others.
- I will not use inappropriate language or profanity during practice, at meets or in any electronic forum that might be viewed by other swimmers, parents, officials or YMCA employees.
- To help establish a clean, safe environment by caring for all personal and club property and that of host team property when at meets.
- I will not leave practice until all supplies are returned to their proper place and all trash and personal equipment is picked up.
- I will respect the needs of other YMCA members by quickly changing and exiting the locker rooms, and by leaving the locker rooms in a clean and orderly manner.
- I will pick up all trash and clean up spills in the team crash area at the end of each session of a meet I attend.
- To demonstrate positive attitudes toward learning.
- I will not cut laps, pull on lane lines, miss sendoff/sets or otherwise cheat myself at practice.
- To participate actively in all aspects of the swim program.
- I will not speak when the coach is speaking.
- I will not enter the pool until directed to do so by the coach.
- I will not run, push or otherwise engage in horseplay on the pool deck.
- To report all violations of the Code of Conduct to an authority figure (coach, YMCA staff, parent, senior swimmer, board member).
- To keep my personal equipment (caps, fins, goggles, etc.) in good order so that it is available when needed.
- I will wear my team colors, when possible, at swim meets.
- To support my teammates at practice as well as completion.
- I will seek to mentor and look after the younger members of the team.
- I will practice good sportsmanship.
- I will celebrate the successes of all swimmers, not just my events or those on my team.
- To refuse tobacco, alcohol, illicit drugs, medicines not prescribed to me and over-the-counter medications not approved by my parents or guardians.
- To refuse to participate in theft or vandalism of any kind.
- To practice hard and have fun.
- To dedicate myself in obtaining the goals set by me, and my coaches, through hard work and self-discipline.

I understand that failure to live up to the standards in any way could result in my suspension or expulsion from the program.

# 11. Appropriate Parent Involvement

Parents, as much as any other aspect of a swimmers development, are important to their athlete's success. Along with the coach and the athlete themselves, the parents must provide the correct ingredients for a swimmer to be successful. We need your help supporting the organization that brings your child this amazing opportunity. The best way to ensure your child's success is to follow the guidelines below:

- Encouragement of their athletes' personal progress and not their place or how fast they are compared to others. Not every race will be a best time, especially, the older they get.
- You can keep track of times, but avoid making a push for a time standard. The athlete has no control over that, only what they can actually do like streamlining or pacing. Stays relaxed at meets and try to maintain a fun and relaxing atmosphere. Swimmers almost always do their best under these circumstances. If a swimmer is always getting comments on how they need to achieve a certain time or worse, a place, they will get nervous before meets could end up performing poorly.
- Physical support, e.g. delivering them to practice on time (and meet warm ups!)
- Financial support e.g. helping pay for fees and equipment.
- Encouraging a positive attitude and supportive behavior: cheering for teammates, participating in relays and being happy for the successes of all the Blue Wave swimmers. Help new parents get acclimated.
- Your number one job as a parent is 100% unconditional love and support for your athlete. No matter what, you need to be their #1 fan. Not by screaming at the top of your lungs every stroke of the way, but by encouraging them, cheering for them and providing a positive thought after the race.
- Even though you may feel it necessary, under no circumstances are you to comment on the race in any way other than something positive. You don't have to say it if you know it was a poor performance, but you can ask what their coach said. Encourage him or her to ask the coach how they can improve next time.
- Do not coach your child!! Even if you were a swimmer, please remember these things:
  - Things change and may not be the same as when you were swimming.
  - We may be working on something other than what you saw. Most kids can only handle one thing at a time when racing so we try to have them work on the skills they were performing in practice.
  - Please leave the coaching to the coaches and direct any questions about a race to the coach(es) at an appropriate time. We know you only want the very best for your child, but coaching and commenting confuses them on two issues: one, it can bring a negative connotation to the post-race conversation that the race wasn't good enough for you and, two, they won't know who to listen to especially if the information is conflicting.
- Communicate! Communication can be constructive, complaining is not. If you have questions or concerns please direct them to an Parent Booster Committee member, Coach(es) or the Director, especially, if your child is not having FUN! This is the number one reason kids quit sports. We would rather move an athlete to somewhere where he/she is having fun than to lose the athlete to the couch or video games. Complaining to other parents is the number one way to break up the team into cliques. No one enjoys being around the person who is never happy.
- Encourage your swimmer to set goals and work hard to accomplish them. This will help them later and carry over to many aspects of their lives. Swimmers need to have ownership of their goals so we all need be sure it is their goal and not the coaches or the parents' goal.

## 12. Parent Code of Conduct

By registering for the season I Pledge:

- To discuss with, and assist my child in understanding the Blue Wave Codes of Conduct.
- To nurture my child in swimming.
- I will instill an understanding of and appreciation for self-esteem, personal accountability, self-discipline, goal setting and goal achievement.
- I will not force my child to remain on the team if he/she decides not to past the end of the season they have committed to.
- To not coach or instruct the team or any swimmer at practice or meets (from the stands or any other area) or interfere with the coaches on the pool deck and how they perform their job.
- I will maintain self-control at all times.
- To "PRAISE IN PUBLIC AND CORRECT IN PRIVATE".
- To never challenge an Official's decision at a meet.
- If I have a question or concern, I will ask the coach to raise the issue with the Official.
- To stay off the pool deck during meets and practice.
- If I must remove my child from practice early, I will do so only during a pause between drills and in the least intrusive manner possible.
- If I must speak to the coach, I will do so only after practice, or by appointment.
- I will not interfere with the coaches on the pool deck.
- To demonstrate good sportsmanship by conducting myself in a manner that earns the respect of my child, other swimmers, parents, officials, and the coaches at the meets and practices.
- I understand that criticizing, name-calling; use of abusive language or gestures, or negative gossip and complaining towards the coaches, officials, volunteers, and/or any participating swimmer will not be permitted or tolerated.
- This applies not only in public but also in any electronic forum that might be viewed by other swimmers, parents, officials for YMCA employees.
- To bring and pick up my child on time.
- To bring my child to swim meet warm-up sessions on time.
- I will not allow my child to swim if I am not current with all team fees.
- To advise the coaches of any medical problem my child may have and to discuss anticipated absences from regular practice routines.
- To actively seek opportunities to support the Team, Swimmers and Coaches.
- I will make every effort to attend parent meetings.
- To volunteer when needed for YMCA hosted meets or when asked by teams hosting other meets.
- I will show team spirit and build our team brand by wearing Blue Wave spirit-wear when possible at meets.
- To watch out for the safety of all club swimmers while at meets, especially in the crash areas or viewing stands.
- To report all violations of the Code of Conduct to a coach, YMCA staff member or board member.

I understand that if I fail to conduct myself according to these rules, I risk losing my privileges to watch practice or meets, and my child's continued participation on the team.

## 13. Practice Groups

	Typical Age	Competitive Swim Experience	Entrance Criteria	Expectations	Practice Offerings
Senior	Incoming Freshman+	3-11 years	Coach's Discretion; Must be an incoming freshman in high school	Continued refinement of technical skills; increased aerobic & core strength training; continued development and improvement of interpersonal & team skills; competitive focus on championships & regional meets	Practice Duration: 2 hours Frequency: 9 practices Swimmers per Lane: 6-8
Blue	13-14	3-7 years	Coach's Discretion; Achieve <a href="#">'B' Cuts</a> in Freestyle and at least one odd stroke in the 13-14 age group	Continued refinement of technical skills; increased aerobic & core strength training; priority on interpersonal & team skills (leadership, goal setting, self-accountability); competitive focus on championships & regional meets	Practice Duration: 2 hours Frequency: 8 practices Swimmers per Lane: 8-10
Orange	13-14	3-5 years	Coach's Discretion	Continued refinement of technical skills; focus on interpersonal & team skills (leadership, goal setting, self-accountability); Focus on district & championship competitions; introduction to core strength training	Practice Duration: 1.75 hours Frequency: 6 practices Swimmers per Lane: 8-10

	Typical Age	Competitive Swim Experience	Entrance Criteria	Expectations	Practice Offerings
Hurricane	9-12	2-4 years	Coach's Discretion; Must be at least 9 years old; Achieve <a href="#">'A' Cuts</a> in Freestyle and at least one odd stroke in their current age group or a 13-14 <a href="#">'B' cut</a>	Continued refinement of technical skills; focus on interpersonal & team skills (leadership, goal setting, self-accountability); Focus on district & championship competitions; introduction to core strength training.	Practice Duration: 1.75 hours Frequency: 6 practices Swimmers per Lane: 8-10
Typhoon	12 & U	1-3 years	Coach's Discretion; Successfully complete the <a href="#">IM Ready or IMX Challenge</a> for their current age-group (requires competition); Achieve at least 1 - 10&U <a href="#">'B' Cut</a> Time Standard (requires competition)	Expand and refine technical skills; improve physical stamina and aerobic training yardage; learn how to interval train (use the pace clock)	Practice Duration: 1.5 hours Frequency: 5 practices Swimmers per Lane: 10-12
Monsoon	Open	Little to 1 year	Coach's Discretion; Swim unaided and uninterrupted for 50 yards freestyle and backstroke; Successfully complete 25 yards of legal breaststroke or butterfly	Expand and refine technical skills; improve physical stamina to enable swimmers to complete 50 yards legally of each competitive stroke	Practice Duration: 1.25 hours Frequency: 4 practices Swimmers per Lane: 10-12

	Typical Age	Competitive Swim Experience	Entrance Criteria	Expectations	Practice Offerings
Pre Comp	Open	None	Coach's Discretion; Demonstrate basic knowledge of backstroke and freestyle; swim unaided for a minimum of 25 yards using any stroke.	Learn correct stroke, turn & dive technique; For a strong technical foundation for successful competitive swimming	Practice Duration: 1 hours Frequency: 4 practices

Pre-Competitive programs are offered at our Platte City location. They are YMCA Club programs that will allow swimmers to build the strength and develop the technique required to be eligible for the Monsoon group of Blue Wave Swim Team

## 14. Equipment List

Swimmers will need to have equipment with them every day at practice. Failure to have needed equipment may result in the swimmer sitting out for a portion of practice or being asked to leave. We have a limited number of kickboards and pull buoys available. Swimmers are encouraged to have their equipment in a mesh bag for storage and practice.

### Monsoon & Typhoon:

Short Fins – Required; similar to the Speedo Power Fin and should not be a cheap pair from a swim kit

Kick Board – Optional

Pull Buoy – Optional

### Hurricane & Orange

Short Fins – Required; fins should be similar to the Speedo Power Fin and should not be a cheap pair from a swim kit

Paddles – Required; paddles should be similar to stroke master paddles and should be no larger than and inch on any side of the hand when centered.

Snorkel – Required; snorkels should be similar to the Finis Swimmer's Snorkel and should have a two way valve to release water

Kick Board – Optional

Pull Buoy – Optional

Drag Suit – Optional

## Senior & Blue

Short Fins – Required; fins should be similar to the Speedo Power Fin and should not be a cheap pair from a swim kit

Paddles – Required; paddles should be similar to stroke master paddles and should be no larger than and inch on any side of the hand when centered.

Snorkel – Required; snorkels should be similar to the Finis Swimmer’s Snorkel and should have a two way valve to release water

Drag Suit – Required

Kick Board – Optional

Pull Buoy – Optional

## 15. Fees

Fee schedules are dependent upon the practice group that your child is assigned. Any outstanding obligations from the previous season must be paid at the time of registration. Once registered for a session, a swimmer is responsible for all fees for that session. Termination of membership from the team does not terminate responsibility for these fees or their Y membership

### *2017-18 Fees List:*

BWST Swimmer Registration Fee – \$90 – Annual Fee (Includes 3 Team Shirts & 2 Team Caps)

USA Swimming Registration Fee – \$64 – Annual Fee

Monsoon Practice Fees – W \$225; S \$240 – Practice Fee

Typhoon Practice Fees – W \$245; S \$260 – Practice Fee

Hurricane Practice Fees – W \$282; S \$300 – Practice Fee

Orange Practice Fees – W \$282; S \$300 – Practice Fee

Blue Practice Fees – W \$338; S \$360 – Practice Fee

Senior Practice Fees – W \$358; S \$380 – Practice Fee

YMCA Membership Fee – Varies – All members are required to hold a current membership

### *Annual Fees:*

**BWST Swimmer Registration Fee:** This is an annual fee paid to the Y for membership on the team and must be paid at the time of registration.

**USA Swimming Registration Fee:** This is an annual fee paid to USA Swimming that allows swimmers to compete in USA sanctioned swim meets and must be paid at the time of registration.

BWST submits registrations at the beginning of each short course season for all active members of the team. If you feel you do not need to pay this fee, please contact the Director with questions.

### *Practice Fees:*

Fees are drafted on the 15<sup>th</sup> of every month or paid out right at the start of the season. Fees are broken down over a 4 month period. Winter 1 Runs from August through November, Winter 2 runs from December through March, and Summer runs from April through July. The fee varies by practice group based on pool time & practice hours. High School aged athletes that compete for their school will register only for the winter session that they will participate in but are eligible to swim with the team when able during both winter sessions. HS athletes are asked to register for their session before the start of the Winter I session.

### *YMCA Membership Fee:*

This is a monthly or annual fee paid to the Y. All swimmers must be full program Y members in order to compete in Y dual, area and district meets.

### *Discounts:*

**Financial Assistance:** Financial Assistance is available for practice fees and memberships.

Assistance is need based and is based on income and number of family members. Need is reassessed every 6 months. Financial assistance can be applied for through USA swimming to help with the USA Registration Fees.

**HS Swimmers:** HS Swimmers that compete on a team over the winter only pay for the session when they are not in season. During the other session, they are allowed to practice with the team as needed or allowed by their HS team.

**Sibling Discount:** If you have more than one child participating, you receive a 10% discount on your second child and beyond. This discount only applies to practice fees.

**College Athletes:** College athletes returning for the summer that swam with us for at least a year through their Senior Year of HS will be eligible to swim with the team through the summer with payment of or a current USA registration and payment of the Team Registration Fee.

## **16. Financial Aid**

The Y has a comprehensive program in place to provide financial assistance for Y memberships for those who qualify. Please contact the Director in person or by email for more information. There are many levels of assistance and we are constantly adjusting the system.

## **17. Practice Group & Site Transfer Requests**

Transfers to a different practice group must be authorized by the swimmers current coach, the coach of the group the swimmer will transfer to and the Director. Coaches will suggest move ups to swimmers at the start of the third week of each month. with the swimmers name, age, group level and desired practice site using the online submission form no later than the third Friday of the month. This form is available online at [www.kcbluewave.com](http://www.kcbluewave.com). Transfers will be granted the last week of the month and go into effect at the beginning of the following month. Transfers will be accepted and approved on a first come first serve basis.

Any request to transfer to a different practice site must be submitted to the Director with the swimmers name, age, group level and desired practice site using the online submission form no later than the third Friday of the month. This form is available online at [www.kcbluewave.com](http://www.kcbluewave.com). Transfers will be granted the last week of the month and go into effect at the beginning of the following month. Transfers will be accepted and approved on a first come first serve basis.

## 18. Termination of Participation

It is the responsibility of the member to notify the Y in writing, of their intention to terminate or hold a membership 30 days in advance of the following draft date. Swimmers wishing to terminate their team membership will need to speak with the director and have a legitimate and unavoidable conflict to stop drafting of their fees. Failure to meet this requirement will result in the member being responsible for all fees for the current registration season in full at the time of termination or through the agreed upon draft.

If a swimmer terminates his or her relationship with the team, or is cancelled from the team because of overdue bills all account balances are due immediately and payable in full. If a swimmer practices or registers for a meet with the Blue Wave Swim Team, it will be considered participation with the team and all fees will apply.

## 19. Strategic Goals

Within 5 years:

Top 5 team @ ALL MVS Events

200 swimmers

National level swimmers

Increased participation at DI, DII, Zones and Sectionals

Budget Neutral