

## Mission Statement

“Our mission is to develop abilities in our members that will inspire and empower them to achieve excellence in life through a positive competitive swimming experience. We believe that our sport is a vehicle to teach fundamental life skills, thus we aim to develop in our athletes the self-discipline, personal responsibility, physical fitness, and personal excellence necessary for success in competitive swimming and beyond.”

## U.B.C.-Understand, Believe, Commit

The U.B.C. philosophy can be best described through an example; in our Junior Tar Eel level one of the very first skills that our young swimmers will work on is “streamline.” Now our young swimmers may certainly do an excellent job of listening to our coaches’ directions and do what they are directed to do but ultimately the swimmer is just following directions.

Our coaches’ approach will be to first educate the athlete on what streamline is. Then how this skill is vital to their swimming, and how to apply this skill? Through this process our swimmer will begin to **Understand** why he/she should work to refine this skill and then likely become more motivated or driven to work on the new skill.

Once the swimmer can understand the value of the skill our coaches now work with the swimmer to help them **Believe** that this is a skill they must improve in order to become a more proficient swimmer.

Perhaps the most challenging step in this concept is **Commit**. Many skills in our sport take a great deal of time and repetition until they can become a habit or a mastered skill. The challenges of our sport will test even the most dedicated athlete but our coaches believe that with the correct approach with a strong foundation of education anything is possible and we are excited to explore the process with our athletes.

Results are not discussed in this concept as they are simply a byproduct of the process. Nothing in life is guaranteed but with time, focus, and dedication U.B.C. can be applied to any number of scenarios such as; stroke mechanics, swimmer and parent education, goal setting, and everyday life.

## Goals

1. To nurture the whole child at every age and, realizing that each one is different, allow young people to develop as far as their dreams, talents, and efforts take them.
2. To teach young people the process of achieving. To encourage them to dream, help them set worthy goals, promote a strong work ethic, provide support when they struggle, and inspire them to persevere until they succeed.
3. To provide a level of coaching that will lead to the development of world-class swimmers, should they so aspire, while at the same time allowing beginning swimmers to develop character, self-confidence, and a love for the sport in an atmosphere of caring and consideration.

4. To encourage parents to actively support both their child and the program as a whole, realizing that their personal investment is a key ingredient to a young person's success in any endeavor.
5. To provide the community and the swimming world with young people who are becoming the best they can be—as individuals, students, citizens, and athletes.

### **Practice Expectations**

The beginning levels of competitive swimming at NCAC consist of the following groups: Junior Tar Eels, Discovery, Exploration, Journey, and Nova. Swimmers are placed in groups based on age, skill, experience, and proficiency.

### **Goals and Objectives for Beginning Levels**

The main objective for beginning levels at NCAC is for swimmers to develop the skills needed to progress through the age group and senior programs.

NCAC's goals for beginning levels are the following:

- Swimmers should enjoy swimming and have fun.
- Swimmers should want to come to practice.
- Swimmers should show consistent improvement in their stroke technique.
- Swimmers should experience an environment of discipline, where respecting coaches and following directions are expected.
- Swimmers should make friends with teammates and learn what being part of a team is all about.

Note: Stroke technique is the primary focus for these groups. Swimmers with good technique will get faster as they grow and mature. Swimmers without good technique will have more difficulty improving their speed as they get older.

### **Practice Behavior**

1. Swimmers are encouraged to support their teammates at practices as well as during competition. Working together is important and each member should recognize his/her role in the NCAC family.
2. NCAC swimmers are expected at all times to follow the verbal directions of the coaching staff. At no time will disrespectful attitudes be tolerated.
3. Abusive language, lying, stealing, or vandalism will not be tolerated.
4. Swimmers may leave practice only with the coach's permission.

5. Swimmers are expected to follow the rules and regulations set by the coaching staff.
6. Swimmers are expected to follow the practice etiquette established by the group coach. This enables practices to run smoothly and safely.

### **Practice Schedule**

The practice schedule for each of our practice groups can be found on the NCAC website. Go to [www.ncacswim.org](http://www.ncacswim.org) click calendar tab along the top of the main page, once calendar page viewable access drop menu in top left for respective practice group details. Changes to the practice schedule will be announced at practice, emailed out, and posted on website.

### **Inclement Weather**

Whenever there is bad weather that causes a change in the practice schedule or a swim meet, information will be sent by e-blasts. Be sure to check your email for updates. Parents should always use their best judgment.

### **NCAC Practice Group Descriptions**

**Junior Tar Eels** – is the introductory level of the NCAC program where children ages 6 – 11 can begin competitive swimming in a safe, fun, and nurturing environment.

This level will serve as a bridge from standard swim lessons and the year round competitive team. The number one goal is to teach children to love the water and love the sport of swimming.

Swimmers entering the Junior Tar Eels group should be able to swim a 25 free breathing to side and also be able to complete a 25 of backstroke, breaststroke, or butterfly.

**Discovery** –in this practice group swimmers ages 7-10 will discover the basic fundamentals, practice habits, and skills that will serve them in their swimming development.

The primary focus of practice sessions is to expose children to all four competitive strokes through the use of drills, and improved kicking technique. In addition, swimmers will work to develop basic motor learning skills, balance, and coordination in the water.

Swimmers entering the Discovery group should be able to swim three of the four competitive strokes legally for 25 yards and be able to swim 50 yards freestyle breathing to the side.

**Exploration** – in this practice group swimmers ages 8-10 will explore opportunities to continue to build on their fundamentals and skills while testing their application in a competitive setting.

In the daily practice setting swimmers will experience an increase in all aspects of swimming. They will have increased practice time, which will allow for the beginning of aerobic conditioning combined with continued technique work. Practices are geared for

success in all strokes and events. Swimmers will be encouraged to compete in every event the coach feels he/she is ready to swim. Dryland activity is added twice / week.

Consistent attendance and participation in practice and meets is valued.

Swimmers should have a minimum of one season of competitive swimming experience and be able to swim a 200 IM legally.

**Journey** – this practice group is for swimmers ages 11-12 that are beginning an exciting journey as the emphasis changes from primarily teaching to a relatively equal balance of technique work and physiological development.

Daily practices will consist of increased aerobic conditioning while the technical skills will still be reinforced. Swimmers will continue to develop all four competitive strokes with an emphasis on success in the IM events. Dryland becomes an important part of the

practice to help with coordination and athleticism, which will prove valuable in the pool as well.

Consistent attendance and participation in practice and meets is valued.

**Challenge** – Swimmers ages 10 – 12 will be challenged to reach to new levels in competitive swimming. Swimmers should strive for success at the State and Sectional levels while preparing for long-term success.

Swimmers will be held accountable for maintaining technical skills while increasing his/her workload. Daily preparation and focus is for success in 200 IM and 200 / 500 (400) free events. Swimmers should work to improve their USA Swimming IMX score. In addition, swimmers will learn about swimming beyond NCAC and NC Swimming and begin to become a student of the sport of swimming.

A higher commitment to swimming is expected for swimmers in the Challenge level. Swimmers should attend a minimum 80% of practices offered. Other sports are encouraged, but families should work with the coach for optimum schedule to maintain success in the Challenge group.

Competition is expected and all swimmers are required to compete at his/her highest level of championship meets.

**Nova** – In this practice level, student-athletes ages 13-14 will build a foundation of good practice habits, technique, and competitive racing skills in a fun yet competitive atmosphere.

Daily practices will continue to provide background and build an aerobic base of conditioning as well as introduce the training of the other energy systems needed for success. Swimmers will work on honing his/her skills and developing all aspects of his/her swimming. Swimmers are educated about the top levels of the sport while developing their own talents and nurturing a positive self-esteem. Skills such as time-management, goal setting, and being a good teammate will be part of the curriculum. Each student-athlete will be able to use these skills moving forward in life. Dryland training will be an important part of the Nova practice level.

Consistent attendance is important for swimmers in the Nova group and competition is encouraged. All swimmers are expected to compete in a season ending championship meet.

**Dynamo** – this practice level is for student - athletes ages 12 – 14 who have shown the commitment and have the appropriate dedication, desire, experience and talent to train and compete at the Sectional level and beyond.

The focus of this group is to prepare student-athletes for future success at the highest level of competitive swimming and swimmers should strive for success at the Sectional and National level. Swimmers will be educated on what they should do in and out of the pool to achieve at the highest levels of the sport. Swimmers learn the importance of being a great teammate and how this adds to a positive training environment. Preparation for the swimmer's success for the long term will remain the priority.

Swimmers should attend at least 90% of practices offered.

Competition will be local, regional, and national.

**Performance White** – In this level, high school aged student-athletes will have the opportunity to grow and improve their swimming skills for both USA Swimming competitions as well as High School Swimming.

Daily practices will continue a focus on technique in all strokes, starts, turns and finishes. While swimmers will continue to build his/her aerobic base, other energy systems will be developed that are important for successful competitive swimming at this level. Swimmers will be challenged to progress in the sport to the highest potential.

For optimum improvement consistent attendance and meet participation is vital. Swimmers must have a season ending NCAC championship meet for both the SC and LC season.

**Performance Blue** – This practice group is for student athletes who have goals to compete at the National and International level and will be driven to demonstrate the necessary level of commitment and work ethic to achieve these goals on a daily basis.

Daily practices will involve challenging each swimmer in all four competitive strokes and distances. The skills and conditioning that our student-athletes have worked so hard to develop through their time here at NCAC will be tested and refined through training and competition on the road to competitive success.

Being a member of the Performance Blue group means being a leader for all of NCAC. Swimmers in this group should think everyday – “what have I done today to make my teammates better?”

## Practice Equipment

### Required Practice Equipment

#### Tar Eels and Discovery

Junior Kickboard  
Speedo Training Fins  
Goggles of choice  
Cap

#### Exploration, Journey and Challenge

Junior Kickboard  
Speedo Training Fins  
Small Pull Buoy  
Finis Center Mount Snorkel (youth size)  
Stroke Maker Paddles (NO bigger than green) Challenge ONLY  
32 Oz. Water Bottle  
Mesh Equipment Bag

#### Nova, Dynamo, Performance White and Performance Blue

Kickboard  
Small Pull Buoy  
Stroke Maker Paddles  
Speedo Training Fins  
Finis Center Mount Snorkel  
32 Oz. Water Bottle  
Running Shoes  
Mesh Equipment Bag

In addition, NCAC team suit, white NCAC team cap and team tee shirts will be required for all swim meets.

Swimmers will be given his/her first NCAC cap (latex) at the beginning of the year. Caps can be purchased from the coaching staff.

All practice equipment can be purchased from the official NCAC team supplier Kast-A-Way Swim Wear. NCAC is a Speedo team and our members are encouraged to purchase Speedo swim wear and apparel whenever possible.

<http://www.kastawayswimwear.com>

#### Store Location

6274 Glenwood Avenue  
Raleigh, NC 27612  
(919) 781-3775

**Note: Make sure that all equipment is marked with the swimmer's name.**

## **Facility and Location**

The North Carolina Aquatic Club has its home in the Maurice J. Koury Natatorium located next to the Dean E. Smith Center on campus at the University of North Carolina. Built in 1986, Koury Natatorium is one of the finest pools on the east coast. It was the site of the 1987 Olympic Festival, the 1989 US Short Course Nationals, the 1992 Masters Nationals, as well as the frequent site for the North Carolina State High School and Atlantic Coast Conference Championships. In 1999, Koury hosted the Special Olympics swimming events.

The pool is 50m long with two movable bulkheads to allow for a double 25-yard or 25-meter course configuration. The Koury Natatorium has ample spectator seating and plenty of deck space. There are coaches' offices and locker rooms just off the pool deck. Two all-digital scoreboards display results to spectators and competitors during competition. All these features help make NCAC one of the best-equipped swimming programs in the country.

450 Skipper Bowles Drive  
Chapel Hill, NC 27514

## **NCAC Pool Rules**

1. First and foremost a pool deck can be a very dangerous place so you must treat it with respect.
2. Please recognize that the pool deck is both a classroom and a workplace and certainly not a playground or day care. Swimmers are encouraged to be at their scheduled practice 10-15 minutes prior to the start. In an effort to keep the pool deck safe and structured swimmers should not enter the pool deck more than 15 minutes prior to their practice. Swimmers are of course welcome to sit in the gallery if they arrive prior.
3. Absolutely no running on the pool deck, there is water everywhere and can make the deck slippery.
4. No swimmer should ever enter the water without a coach present.
5. Keep your area clean and organized, having towels, equipment, and bags all over the pool deck can cause someone to trip and fall.
6. If you need to be excused during a practice to use the restroom or just have to leave early be sure to check with the coach so that we know where everyone is at all times.
7. Parents, you are certainly welcome to stay and watch practice but you must stay in designated areas (seating gallery) while your child is practicing. This is a must as to not interfere with a practice in session.
8. Our coaches are available following practices, through email or by appointment. It is important that the coach can focus all of his/her energy on the group in the water, let us do what we do best.
9. The diving equipment (dry board, diving boards, mats, trampoline) is all off limits.
10. Swimmers are welcome to place their gear on the big blue steps but should never go higher than the second step and stay away from the big NC.
11. Horseplay in the locker rooms is strictly forbidden, failure to follow this rule may result in a swimmer's locker room privileges being revoked. Our older swimmers

- should keep in mind that younger athletes will be sharing these facilities and their language and behavior should be a proper NCAC example.
12. When outside please stay off any landscaping and keep noise to a minimum as UNC Basketball has offices next door. No child should be outside unattended.
  13. Swimmers should not cross the cross walk unaccompanied. Be sure to look both ways before crossing. Parents are encouraged to utilize the drop off zone when dropping off swimmers but should never use this area for parking no matter the duration. Congestion in this area creates a more dangerous environment for our kids.
  14. NCAC is fortunate to have access to such a wonderful facility and please keep in mind while this is our home we are guest of University of North Carolina Swimming and we need to respect their property by taking care of our pool. A good general rule is to leave your area cleaner than when you found it. If we work together we can keep this facility clean and safe for years to come. These are just a few rules and I am sure each group coach will review more specific rules during practice time.

These directions are to be taken seriously. Every swimmer and parent should help enforce them as they are in place so that we can provide a safe and healthy practice environment.

We thank you in advance for following these rules.

### **The Parent's Role in the NCAC Program**

#### **Open Lines of Communication**

Communication is the key to a successful experience in the NCAC program. If at any time you have questions or concerns, feel free to call 919-962-1604

General questions about the program can be directed to any member of the staff. However, if your questions are specific to your swimmer, then it is best to communicate directly with your swimmer's coach. Most questions are answered quickly at this level.

#### **Avenues of Communication**

In order to keep our membership well informed, we have developed several avenues to communicate information. Please make every effort to take advantage of the following:

**NCAC Website:** [www.ncacswim.org](http://www.ncacswim.org)

**NCAC Practice Group E-mails:** Group emails from coaches provide continual practice group updates.

**Bulletin Boards:** Check the bulletin boards for program information.

**Open Door Policy:** Each coach maintains office hours for calls and scheduled visits.

**Parent Meetings:** NCAC periodically conducts general parent meetings and specific practice group parent meetings.

**Group Parents:** Each practice group has one or two parents who serve as Team Parents. These individuals help coordinate social activities for that practice group and assist the coach in a variety of ways.

**SPLASH:** A newsletter published by USA Swimming, Inc. is mailed as a benefit to each registered member of USA Swimming. The newsletter includes a variety of articles and information about every level of competitive swimming.

**Websites:** The following websites are helpful for information.

- NC Swimming: [www.ncswimming.org](http://www.ncswimming.org)
- NCAC: [www.ncacswim.org](http://www.ncacswim.org)
- USA Swimming: [www.usaswimming.org](http://www.usaswimming.org)

### **NCAC Education Effort**

Education must always be an important step here at NCAC. We pride ourselves as a great teaching program where our athletes learn and apply many skills that will not only serve them well in their swimming careers but most importantly in the rest of their lives. All of our swimmers and parents are encouraged to check out our “NCAC Education” section of our website.

This section serves as an excellent resource to learn about nutrition, injury prevention, developing self-confidence, being a great swim parent, mental toughness, how to work with your coach, and much more.

To access this great resource that we are updating all the time go to [www.ncacswim.org](http://www.ncacswim.org) click the NCAC Education tab and explore the many article links.

### **Supporting Your Swimmer**

It is the coach’s job to offer constructive criticism of a swimmer’s performance. It is the parent’s role to provide love, recognition, and encouragement necessary to help a young athlete feel positive about him/herself. Be the person that your swimmer can look to for constant, positive reinforcement.

Strive to provide your swimmer with the basic opportunities s/he needs to have a positive swimming experience. Make sure your swimmer regularly attends practice and swim meets.

A parent’s attitude often dictates those of the swimmer. A swimmer might not be consciously aware of what is taking place, while subconsciously absorbing powerful messages about a parent’s desires and feelings. For example, be enthusiastic about taking your swimmer to practices, helping at swim meets, and participating in team activities. Please don’t look at these functions as chores.

Every individual learns at a different rate and responds differently to the various methods of skill presentation. Some swimmers take more time to learn; this requires patience on

the part of the coach and the parent, both of whom must remember that the swimmer's ultimate swimming potential may be as great or greater than that of a faster learner.

Avoid comparing the skill, courage, determination, attitude, performance, or improvement of your swimmer to other swimmers. Swimmers mature physiologically and psychologically at different ages; the weakest swimmer in a practice group this year could be leading practices in the future.

The etymology of the word "competition" goes back to the Latin words "com" and "petere," which mean "together to strive." It is important to teach young swimmers to compete with, not against others, and to use competition to help them strive to be their own best self.

### **Guidelines for Watching Practice**

Parents are encouraged to watch practice from time to time. Here are some important guidelines when observing practice.

First, young swimmers want parental approval more than anything in the world. For swimmers to learn as much as possible during practice, it is imperative that coaches have each swimmer's undivided attention. Please do not communicate with your swimmer during practice and do not compete with the coach for your swimmer's attention.

Second, we insist that parents do not interrupt the coaches on deck while they are coaching. If you need to communicate with a coach, please do so before or after practice (if they are not coaching another group). Scheduling an appointment with the coach during office hours is ideal.

Third, our coaches spend a considerable amount of time planning weekly training sessions for each of their practice groups. Every training set or instructional drill has a purpose. One practice and/or practice set often builds on another during each week. If you have not watched all of the practice sessions, you may not understand the purpose of what the swimmers are doing on any given day.

Finally, please do not try and coach or advise your swimmer based on what you see (or think you don't see) him/her do during practice. Many times when teaching stroke skills, coaches ask their swimmers to do things that may not look correct or actually might be illegal during competition. However, the drills have an important purpose in teaching skills. Swimming a one-arm butterfly stroke or using a flutter kick with breaststroke are examples of drills with a specific purpose.

To reiterate, please stay off the pool deck during practices, and do not attempt to coach your swimmer based on what you observe at practice.

If parents wish to watch practice they may do so from Koury Natatorium gallery.

Note: Please make sure siblings are safe, courteous, and well behaved at all facilities. Also, please make sure the area is clean before leaving.

## Supporting the NCAC Program

**Important: Know and understand the NCAC philosophy.** We have the privilege and responsibility of working with young athletes as they pursue their passion. NCAC places emphasis on the long term development of each of our athletes. As many of our swimmers join our program through Junior Tar Eel, Discovery, Journey and Nova we work hard to establish a strong foundation through education and stroke mechanics that will serve them well as they navigate our program and our sport.

**Strive to stay informed.** This is crucial. Read team emails, glance at the bulletin boards, check the website, watch practice periodically, and communicate with the coach. Indirect involvement with the program sends a powerful message to your swimmer regarding your interest in his/her activity.

**Remember: Supportive Parents = A Successful Program!** Volunteers are needed in nearly every aspect of the NCAC program. Your gift of time is a great way to have fun, make new friends, and contribute to your swimmer's team.

**Use our open lines of communication.** When you have a specific question or concern regarding your swimmer, go directly to your swimmer's coach. Most questions are answered quickly at this level.

### Why Should You Volunteer to Help Your Swim Team?

(reprint from USA Swimming Website)

The simplest reason why you should help is also the most powerful. You should help because your child benefits greatly from the program. The second reason is that most clubs cannot function without substantial volunteer help. The economics are not there for a full professional staff to do all the things that need doing.

Look at the finances of youth sports for a moment. Count up the hours that are available for your child to participate in your program. Divide your monthly fee by those hours, and you will come out with substantially less than you pay your baby sitter. Now imagine if you had to pay for all you get from your team. Teams can't do it without your help. Add to that the fact that few clubs have all full time coaches so you can recognize the need for parental involvement.

In most volunteer organizations, including swim teams a very few people do a tremendous amount of work that benefits everyone. This is a bad deal for everyone. That person sooner or later burns out, leaving a big hole to fill. Meanwhile, that individual holds a great deal of power in the club, perhaps too much power.

If you find your lawn uncut, the dishes three days deep in the sink, your cat starving on the porch and you have just driven home from the team practice forgetting half of the carpool, you may be over committed. The club needs a little bit of time from everyone, a little more from some and on an occasion, a great deal from a few.

Adapted from "News for Swim Parent" Published by the ASCA.

## **NCAC Parent Volunteers**

In the past we have attempted a few variations of a volunteer credit systems which have not produced the results desired.

The system of requiring members to volunteer their time either motivated by incentive or financial fee has only caused unnecessary stress , negative energy, and confusion for both the NCAC staff and of course our members. We have many families that give so much to our program but unfortunately some that have not jumped on board to help support the team. Our goal is to help educate our members of the importance of meets that we host as they provide opportunities for our swimmers to compete, offer opportunities for other teams in our LSC and surrounding area, bring positive attention to our program, and contribute a significant portion to our annual NCAC budget which allows us to function as one of the best programs in the nation.

We must continue to work together committing our time and energy so that NCAC may host meets at a level consistent with the quality we have provided over the last 25 years. The drive to fulfill volunteer requirements and / or avoid fees has detracted the more important nature of need. Our priority is to educate and motivate our members to seek out opportunities to help our program rather than have to form policies or financial fees. With this approach we believe there will be the potential for a much more positive desire and aspiration to service our program and its needs.

Moving forward we plan to do away with any version of our previous approach of a volunteer policy. There will be no verbiage regarding requirement, policy, fees, etc... In its place we will better educate the necessity of responsibility, assistance, pride, support, and obligation.

Each practice group will have a representative to serve as a group parent. This individual will help rally members from each group to sign up for the meet positions as well as help educate the group members of these roles and descriptions. The coaching staff may not always comprehend the parental perspective and all the activities you all have outside of NCAC, having these group parents support, voice, and persistence should prove to be very helpful in our collective effort. This approach should also bring the task down to scale so that we can approach from group to group rather than the entire team with generalizing statements and policies.

We will continue to use our job sign up pages for organization and we will be able to give you active feedback on how your group is doing. These group parents will have active communication with the group to make sure all are informed.

We look forward to moving forward with a more positive approach this season, thank you all for your continued support!

## **NCAC Group Placement Philosophy**

Group placement is based on many factors and a fair amount of coaching instinct. However, there is a big picture, team-wide philosophy that drives group placement decisions. The NCAC program has a plan that we follow for athlete progression. We hope that communicating these ideas will allow for a better understanding of the coaches decisions in determining group placements.

Some of the most important factors driving group placement are the following:

- Commitment (practice attendance, meet participation, priority of the sport)
- Maturity (chronological age, physiological age, and emotional development)
- Training ability and technique.

Racing times are not a primary factor for group placement, although they may be an indirect factor as racing times translate to meet qualification and training needs.

The swimmer's group placement determines a floor, not a ceiling. And by that, we mean that each group has different standards for membership (the floor), but does not have upper limits of achievement (the ceiling). In no way does group placement communicate the coaches' belief about a swimmer's potential.

A swimmer's group is not meant to be a predictor of future success, nor an indicator of his/her worth to the team or to the coaches. First and last, we view swimmers as outstanding young people, and the more we can do to remove inaccurate status labels from groups, the better.

Finding the appropriate group for each swimmer is the goal, and doing so is our challenge. As the swimmers grow physically and emotionally (often rapidly), their needs change. The more we think and talk in terms of appropriate group placement and the changing needs of swimmers, the healthier our team culture will be.

Also, we understand that group moves are not a small change in your lives as parents. Group moves often change schedules, which potentially affects other activities, car pools, team dues, coaches, and expectations. But just like going from middle school to high school, or from one level of math to the next, these moves can be looked upon as necessary steps along the way.

One final note on the athlete-coach relationship: at NCAC we believe that teaching each swimmer to take ownership of the sport is critical to self-development and success. A major part of that ownership is having a relationship with his/her coach that is built on trust and open communication. A swimmer's face-to-face conversation with his or her coach can go a long way toward answering any questions a swimmer may have. As a parent, you play a major role in helping to develop this relationship by providing background information to the coach about your child, including medical conditions, past experiences, etc., which may be useful in knowing more about your child.

## **Year-Round Swimming**

### **Short-Course and Long-Course Seasons**

Every year is divided into two swimming seasons—short course and long course. Each swimmer at NCAC is registered with USA Swimming and allowed to participate in both swimming seasons. The NCAC coaching staff encourages all swimmers to continue swimming through both seasons.

The short course season usually runs from early September through March. A series of championship meets for all ages and levels of swimmers is conducted from late February through March. These competitions are held in 25-yard pools.

The **long course season** typically runs from April through early August. These competitions are held in 50-meter pools. We strongly encourage our swimmers to swim during the long course season for their long-term development.

Practices are offered throughout the entire year—from the start date of the short course season (at the end of August or early September) until the end of the long course season (end of July or early August).

The coaches want every swimmer to take a one week break from swimming in April, which hopefully will coincide with their academic spring break. After the week break, the coaches encourage every swimmer to continue swimming throughout the summer or until the long course season is over.

**As your swimmer progresses in the sport, the best time to take vacation is during spring break and then after the championship meet in the summer.**

### **Questions Regarding Swimming During the Summer at NCAC**

- 1. My swimmer wants to swim with the neighborhood team this summer. What is the best way to have him/her involved with both NCAC and summer league?**

The coaching staff encourages summer league swimming. Ideally, swimmers in the Junior Tar Eels, Discovery, Exploration and Journey groups should attend a combination of NCAC practices and summer team practices. Swimmers in the Exploration and Journey groups should maintain their regular attendance and fill in at the summer practices.

As swimmers progress through the NCAC program, they need to attend as many of the NCAC practices as possible.

- 2. Why is it important for my young swimmer to continue with NCAC through the summer?**

The NCAC program is a year-round swim team and is progressive in nature. Swimming during the summer helps young swimmers continue to build on the skills they have worked so hard to obtain from September to May. In addition to

technique, swimmers continue to build their aerobic/conditioning base during the summer months.

**3. Can my swimmer get anything out of his/her summer league practices?**

Summer league coaches have a tough job. They usually are working with large numbers of kids who are very diverse in ability and experience. The coach has to teach to the norm of the group, which is behind where your swimmer is since s/he has been swimming for the past nine months. Remember, the majority of the neighborhood swimmers have not been swimming since last August.

**4. Explain the differences between the short-course and long-course season.**

The short-course season usually runs from September through March. Most of the meets during these months are conducted in 25-yard pools. The long-course season begins in April and runs through July or August, depending on the championship meet dates. Long-course competitions are conducted in 50-meter pools.

The United States is the only country in the world to swim in 25-yard pools. Swimming in 50-meter pools is the best opportunity to compare our swimmers to the world. All world records are given in meters, and international competitions, such as the Olympics, are conducted in long-course pools.

**5. How do we compare our swimmer's times from short course to long course?**

It is best not to try to compare or convert times from short course to long course. Each swimmer is different, and many factors play a part in the difference between a short-course and a long-course time—factors such as the type of stroke, speed of turns, and level of conditioning. Typically, the long-course times will be slower than short-course times because 50 meters is longer than 50 yards.

For entering meets, if your swimmer is a 'BB' swimmer in one course, s/he will be a 'BB' swimmer in the other course. Senior swimmers who are considered Senior Circuit – Short Course are qualified for Senior Circuit – Long Course.

**6. What advantages does my swimmer get from swimming long course?**

Whether your swimmer is practicing in a 25-yard pool or a 50-meter pool, the coaches are working on two important factors. The first factor is teaching the swimmers to stretch out their strokes and concentrate on "distance-per-stroke." The other factor is working on conditioning and building a strong aerobic base. Both factors are important skills for the long-term development of your swimmer.

During the summer, older swimmers have more time to train. We encourage them to take advantage of every opportunity possible to swim and improve.

The NCAC program is progressive, and we view your swimmer's development as a "swimming career." Each skill we teach is meant to build on what was taught earlier in the season in order to help your swimmer reach his/her long-term potential in swimming.

**7. How many long-course meets should we try to attend?**

There are not many opportunities for long-course meets. Try to take advantage of each meet that your swimmer is qualified to attend. Since the strategy for long-course races is different than short-course races, it takes time and practice to learn how to swim a race using long-course strategies.

**8. When does the summer practice schedule go into effect?**

The summer schedule is available in the spring. The start date varies based on when the swimmers get out of school for the summer.

**9. Do you have any other advice for us regarding the long-course season?**

We encourage families whose swimmers to take vacation after the championship meets. If your swimmer has worked hard all year, for them to fully take advantage of their hard training, it is best not to interrupt their season with a week off. Also, older swimmers have more opportunities to train since they are out of school and have more time and fewer pressures. Long-course practices not only will help them now, but also are important for their long-term swimming development.

Lastly, the best advice we can give you is the following: if you have any questions about the best schedule for your swimmer at this point in his/her swimming, please speak with your swimmer's coach.

**NCAC Competition**

In preparing for your swimmer's meets, the following are some basic fundamentals of competition that NCAC coaches stress.

1. Each swimmer should compete with him/herself. It is more beneficial to improve one's time and/or technique than to win a ribbon or medal.
2. In addition to earning best times, the coaches praise swimmers for working on technique and/or racing strategies. Please note that it is possible that a swimmer won't improve his/her time when s/he tries something new (e.g., flip turns, technique, etc.). However, if a swimmer continues to try a new skill or technique, s/he will improve more in the long run.
3. The swimmers are taught to set realistic goals, and as they get older, they are taught to relate performance in practice to their goal times.
4. The coaching staff encourages age-group swimmers to swim every event they are eligible for. This helps to promote versatility since swimmers are continuously switching best events as they grow, mature, and change body shapes and sizes.

5. Sportsmanship is a MUST at NCAC. We expect all swimmers, parents, and coaches to respect the officials, competitors, and the facilities we use. We also want swimmers to encourage and support their teammates.
6. SUCCESS = Improving one's own, best self.

### **How to Enter Swim Meets**

The NCAC meet schedule is posted on the website ([www.ncacswim.org](http://www.ncacswim.org)).

Meet schedules can often be confusing to determine which particular meets swimmers are eligible to swim. Please direct any questions concerning the meet schedule and your swimmer's eligibility to your swimmer's coach.

Scheduled meets are not required, but are encouraged. The meets are a fun time for swimmers, as well as a way to measure their improvement. Meets also give swimmers a strong incentive to attend practice.

NCAC families receive meet information via NCAC email and website posting.

**NOTE: Each NCAC team member who is eligible to attend a specific meet must log into their TeamUnify account to commit to the swim meet they are eligible to attend. This following process must be done by the listed deadline.**

**The process to indicate your swimmer will be able to participate in the meet or will participate in any portion of the meet is as follows:**

1. Sign-in to your TeamUnify account.
2. Click on the Event tab and find the assigned meet for your child.
3. Click on the **Attend this Event** button for the meet
4. Click on desired athlete you want to commit to the event
5. This will bring you to the Athlete sign up page
6. From here you can commit the Athlete by using the Signup Record and Selecting "yes please (swimmer's name) will attend this event"
7. Always remember to **Save Changes!**

Once the deadline has past, you will NOT be able to commit your swimmer. At this time the entries are processed. Declaring for a meet will turn off on Midnight the day of the deadline.

All meet fees will be handled online with TeamUnify. The following week of **any** meet, meet fees will be posted to your account. The fees will be drafted the same time as when your dues are paid *which is the first of every month*. This can only be accomplished by setting up credit card or ach payment (which is setup by entering your checking account information). We will *look to* provide notification sometime during the following week of any meet when meet fees have been posted to your Team Unify account.

**Please be aware that once meet entries are sent to the meet host, the swimmer's entry fees have been paid. It is too late to get the fees refunded.**

## Everything You Wanted to Know About Swim Meets

Swim meets are a great family experience! They are a place where the whole family can spend time together. Listed below are in-depth guidelines geared to help you through your first couple of swim meets. It may seem a little overwhelming, but we tried to be as detailed and specific as possible.

### Swim Meet Procedures

1. The week before the meet, check the entries for your swimmer, which will be available on your TeamUnify account. If there are any problems with your swimmer's entries, let your swimmer's coach know as soon as possible.
2. Arrive at the pool ten minutes prior to the scheduled warm-up time, and locate the NCAC team area where all team members sit. The meet warm-up time is listed in the meet information, as well as on the NCAC website. ([www.ncacswim.org](http://www.ncacswim.org))
3. Obtain a heat sheet, and check to see if your swimmer is properly entered in all events. If there is a mistake, discuss it with your swimmer's coach so corrective action can be taken if appropriate.
4. Warm-ups are always conducted by the NCAC coaching staff. **It is very important for all swimmers to warm-up with the team.** Swimmers' bodies are just like cars on a cold day—they need to get the engine going and warmed-up before they can go all out in a race.
5. All NCAC swimmers are required to wear the team suit and NCAC team cap during both warm-ups and actual competition. Swimmers also are asked to wear their team t-shirts. All other team apparel is optional. However, wearing the complete team uniform promotes team unity and pride.
6. Each swimmer is responsible for knowing which events s/he is swimming and for being on time to swim his/her event.
7. At the conclusion of each race, the swimmer should ask the lane timers for the stopwatch time. Younger swimmers are expected to go immediately to their coach. Older swimmers should warm down first, if possible, and then see their coach. The coach discusses the race with each swimmer individually and gives positive comments concerning splits, stroke technique, and race strategy.
8. Electronic timing is used at most meets. Generally, the official time is the one recorded in the computer when the swimmer touches the touch pad. This time appears on the scoreboard. However, if a swimmer misses the touch pad, or if there is a mechanical failure, various back-up times may be used. The timing and score keeping personnel analyze all times to determine the official times, which are then posted as final results.
9. **NOTE: According to USA Swimming rules, parents are not allowed in the immediate competition venue unless they are serving in an official capacity.** Similarly, all questions concerning meet results, an officiating call, or the conduct of a

meet should be referred to the NCAC coaching staff. They, in turn, will pursue the matter through the proper channels.

10. In between races, swimmers are asked to rest and stay warm. All energy should be stored up and used in competition. If swimmers must eat, a light, nutritious snack is recommended.
11. It is very important that parents and/or swimmers check with the coaching staff prior to leaving the swim meet, making certain that their swimmer has not been placed on a relay.

### **What to Bring to a Meet**

**Note: Be sure to put your swimmer's name on all belongings and equipment!**

1. Team swimsuit
2. (2) team swim caps
3. (2) pairs of goggles
4. NCAC team t-shirts
5. (2) towels minimum
6. Old blanket or sleeping bag
7. Food—nutritious snacks
8. Water bottle

Once you and your swimmer have attended one or two meets, this will become routine. Please do not hesitate to ask any veteran parent on the team for help or for information.

These meets are a lot of fun for the swimmers! Swimmers get to “race” and see how much they have improved from all the work they have put into practice.

### **Competition Apparel**

**All NCAC swimmers are expected to wear the NCAC team suit during meets attended by NCAC.**

If swimmers wear a cap, they are required to wear the white NCAC swim cap.

Swimmers are expected to wear the assigned NCAC t-shirt for each session of a swim meet. All other NCAC apparel is optional.

**Note: Be sure to put your swimmer's name on all belongings and equipment!**

## **Code of Conduct Including Swim Meet and Travel Policies**

### **North Carolina Aquatic Club Code of Conduct**

All team members, team staff, and parents of minors are apprised in writing of this Code of Conduct and the attached North Carolina Aquatic Club Competitive Team Travel Policy. A signature on this document constitutes unconditional agreement to comply with the stipulations of both documents.

- a. Team members will display proper respect and sportsmanship toward coaches, officials, administrators, teammates, fellow competitors and the public at all times.
- b. Swimmers, staff, coaches, and parents, are to refrain from any immoral, inappropriate, or offensive behavior such as abusive or inappropriate action toward another person. This includes bullying of any type per USA Swimming Code of Conduct and “anti-bullying” policy.
- c. Team members and staff will refrain from any illegal or inappropriate behavior that would detract from a positive image of the team or be detrimental to its performance objectives.
- d. The possession or use of alcohol or tobacco products by any athlete is prohibited.
- e. The possession, use, or sale/distribution of any controlled or illegal substance or any form of weapon is strictly forbidden.
- f. No “deck” changes are permitted. Athletes are expected to use available change facilities.
- g. Swimmers are to refrain from inappropriate physical contact at team activities and events.
- h. Swimmers are to refrain from use of inappropriate language.
- i. Team members are reminded that when competing in meets, traveling on trips, and attending other meet-related functions, they are representing both themselves and North Carolina Aquatic Club. Athlete behavior must positively reflect the high standards of NCAC.

Failure to comply with the Honor Code as set forth in this document may result in disciplinary action. Such discipline may include, but may not be limited to:

- i. Dismissal from the trip and immediate return home at the athlete’s expense
- ii. Disqualification from one or more events, or all events of competition
- iii. Disqualification from future team travel meets
- iv. Financial penalties
- v. Dismissal from the team
- vi. Proceedings for a LSC or USA Swimming Board of Review

I have read, understand, and agree to the policies herewith. I have also read and understand the North Carolina Aquatic Club Competitive Team Travel Policy (Attached) and, by this signature, agree to abide by it.

## North Carolina Aquatic Club Competitive Team Travel Policy

In accordance with the USA Swimming Code of Conduct, the North Carolina Aquatic Club Travel Policy includes, but is not limited to, the following:

- a) Club travel policies must be signed and agreed to by all athletes, parents, coaches and other adults traveling with the club. (305.5.D)
- b) Team managers and chaperones must be members of USA Swimming and have successfully passed a USA Swimming-administered criminal background check. (305.5.B)
- c) Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with an athlete (unless the coach is the parent, guardian, sibling, or spouse of that particular athlete). (305.5.A)
- d) When only one athlete and one coach travel to a competition, the athlete must have his/her parents' (or legal guardian's) written permission in advance to travel alone with the coach. (305.5C)
- e) During team travel, when doing room checks, attending team meetings and/or other activities, two-deep leadership and open and observable environments should be maintained.
- f) To ensure the propriety of the athletes and to protect the staff, there will be no male athletes in female athlete's rooms and no female athletes in male athlete's rooms (unless the other athlete is a sibling or spouse of that particular athlete).
- g) A copy of the North Carolina Aquatic Club Code of Conduct must be signed by the athlete and his/her parent or legal guardian.
- h) Team or LSC officials should carry a signed Medical Consent or Authorization to Treat Form for each athlete.
- i) Curfews shall be established by the team or LSC staff each day of the trip.
- j) Team members and staff traveling with the team will attend all team functions including meetings, practices, meals, meet sessions, etc. unless otherwise excused or instructed by the head coach or his/her designee.
- k) The directions & decisions of coaches/chaperones are final.
- l) Swimmers are expected to remain with the team at all times during the trip. Swimmers are not to leave the competition venue, the hotel, a restaurant, or any other place at which the team has gathered without the permission/knowledge of the coach or chaperone.

- m) When visiting public places such as shopping malls, movie theatres, etc swimmers will stay in groups of no less than three persons. 12 & Under athletes will be accompanied by a chaperone.
- n) The Head Coach or his/her designee shall make a written report of travel policy or code of conduct violations to the appropriate club (LSC) leadership and the parent or legal guardian of any affected minor athlete.

## **Competitive Swimming 101**

### **USA Swimming**

USA Swimming is the national governing body for the sport of swimming. Participants in the NCAC year-round competitive swim programs are members of this organization. Membership, which is renewed in the fall of each year, provides limited, co-benefit accident and liability insurance for swimmers participating in supervised workouts and swim meets.

### **North Carolina Swimming**

NC Swimming is a member of USA Swimming and is the Local Swim Committee (LSC) that governs our geographic area.

### **Time Standards**

Time standards, which are listed in the appendix, and age determine the type of meet in which a swimmer may participate.

Age group standards are in the following (from slower to faster): C, B, A, AA, AAA, AAAA, and NRT (National Reportable Time).

In addition, there are specific time standards for the Championship Meets.

### **Year-Round Swimming**

Year-Round Swimming is divided into two seasons: Short Course and Long Course.

**Short Course** lasts from September through March. All practices and meets are typically conducted in 25-yard pools. The United States is the only country that competes in 25-yard pools.

**Long Course** lasts from April through early August. Most swim meets are conducted in 50-meter pools. Practices are held in a combination of 25-yard and 50-meter pools. All international competition takes place in either 25-meter or 50-meter pools.

## Type of Swim Meets

- **Intra-squad Meets**—These meets are only for NCAC swimmers.
- **North Carolina Swimming Meets**—These meets always have specific time standards that a swimmer must obtain in order to enter the meet.

For in-season meets, 12 and under age-group swimmers are typically classified as follows:

- “BB” swimmers have two “BB” times in two different strokes.
- “A” swimmers have two “A” times in two different strokes.
- “AA” swimmers have two “AA” times in two different strokes

Senior level swimmers are divided into two categories—Senior Development and Senior Circuit swimmers.

- Senior Circuit swimmer must have obtained two 13-14 “AA” times in two different strokes.
- All other swimmers are considered Senior Development swimmers.

Note: Unless a swimmer has previously competed in a USA Swimming meet, s/he is considered a B/C swimmer. The swimmer will be entered as NT (for No Time) in the event.

- **Championship Meets**—These meets are held near the end of the season.

**North Carolina Championship Meets**—These meets have specific time standards for each meet. The NCAC coaching staff will have these standards available to swimmers and parents.

There are 14 and under Championship meets for both Short Course and Long Course.

There are Senior Championship meets for both Short Course and Long Course.

**Age Group Sectional, Senior Sectional, and Junior and Senior National Championship Meets**—These meets have specific time standards.

## 2013—2016 USA Swimming Motivational Time Standards

The 2013—2016 Age Group Time Standards are listed in the appendix of the handbook. The Age Group Time Standards are updated every four years by USA Swimming.

Prior to the first meet your swimmer enters, s/he will be entered as NT (No Time) for the events and will be considered a B/C swimmer. The Age Group Time Standards are meant to be motivational for age group swimmers.

Note: Unless a swimmer has previously competed in a USA Swimming meet, s/he is considered a B/C swimmer. The swimmer will be entered as NT (No Time) in the event.

## **NCAC Meet Schedule**

Each season's meet schedule is distributed via NCAC email and is available on the NCAC website ([www.ncacswim.org](http://www.ncacswim.org)). The meet schedule for September – March will be available in early August. The meet schedule for April – July will be available in March.

Please note the following regarding participation in scheduled swim meets:

- The meet schedule is established with the expectation that all swimmers will attend every meet available at the swimmer's classification level.
- NCAC does not schedule a meet unless it is important for all swimmers to participate.
- However, it is not mandatory to attend meets.
- One-day meets are offered as well as two-day meets. A swimmer can choose to enter only one day of a two-day meet.
- NCAC tries to offer meets for each level once every three to four weeks.
- As a general rule, NCAC does not want swimmers to attend meets on back-to-back weekends.
- The coaching staff reserves the right to make the final decision concerning which meets NCAC swimmers may attend as well as which events the swimmers are entered to swim.

### **Team Championship Meets**

The North Carolina Swimming (NCS) Championship meets, Age Group Sectional meets, Senior Sectional meets, and the U.S. Nationals are considered Team Championship Meets.

Team championship meets are indicated on the meet schedule. Since NCAC places the most emphasis on these meets, swimmers who are qualified to swim should plan to attend these meets and contribute to the total team effort.

## APPENDIX

## **NCAC Swimming Glossary**

**AGE GROUP SWIMMING** - the program through which USA Swimming provides fair and open competition for its younger members. It is designed to encourage maximum participation, provide an educational experience, enhance physical and mental conditioning, and develop a rich base of swimming talent.

**ANCHOR** - The final swimmer in a relay.

**ATTACHED** - A registered swimmer who is attached to a registered USA Swimming swim team.

**BACKSTROKE FLAGS** - Pennants that are suspended over the width of each end of the pool approximately five yards/meters from the wall that notify backstroke swimmers that they are approaching the end of the pool.

**BUTTON** - The manual Timing System stopping device that records a back-up time in case the touch pad malfunctioned. The button is at the end of a wire, plugged into a deck terminal box. It is the timers responsibility to push the button as the swimmer finishes the race.

**CHAMPIONSHIP MEET** - The meet held at the end of a season. Qualification times are usually necessary to enter meet.

**CHECK-IN** - The procedure required before a swimmer swims an event in a deck-seeded meet. Sometimes referred to as positive check in, the coach will mark each swimmer's name on a list posted by the meet host. Once a swimmer is checked in they must swim the event or they will be scratched from his/her next event.

**CIRCLE SEED** - In a Prelims and Finals meet, the fastest three heats of each event in Prelims is specially seeded: the fastest swimmer is in the fastest heat, the second fastest swimmer is in the next heat, the third fastest swimmer is in the next heat, the fourth fastest swimmer is in the fastest heat and so on until the three heats are filled up. As opposed to the normal slowest to fastest seeding in the rest to the heats (used in a Timed Finals format).

**CIRCLE SWIMMING** - When swimming in a lane with several swimmers – staying to the right of the black line.

**CLERK OF COURSE** - The USA Swimming-certified official responsible for deck seeding and organizing swimmers into heats (usually, a parent-volunteer). Also, where scratches and relay cards are turned in, and on-going meet information is available for the coaches.

**CLUB** - A registered swim team that is a dues paying member of USA-S and the local LSC.

**CODE OF CONDUCT** - an agreement between swimmer and club, stating that the swimmer will abide by certain behavioral guidelines.

**CUT (STANDARD)** – slang for Qualifying standard; a time set for entry into a meet or event.

**DECK SEEDING** - The process of organizing swimmers into events, heats, and lanes (by the Clerk of Course) at the meet as it progresses (as opposed to pre-seeding prior to the meet).

**DEHYDRATION** - The abnormal depletion of body fluids (water). This is the most common cause of cramps and sick feelings.

**DISQUALIFICATION "DQ"** - the loss of points and a time due to an infraction of the rules that govern the meet.

**DIVE OVER STARTS** - Start procedures at a meet in which swimmers of the previous heat remain in the water, close to the wall, during the start of the next heat. Usually used in senior sessions/meets to save time and/or allow swimmers to rest before exiting the pool.

**ENTRY FEE** - a set fee paid to swim each event at a meet.

**FALSE START** - occurs when a swimmer is moving at the start of a race, prior to the starting signal. In USA Swimming, one false start will result in disqualification.

**15-METER MARK** - Marks on the sides of the pool and on the lane lines 15 meters from the ends of the pool. In Free, Back, and Fly events the swimmer must surface at or before these marks.

**FINA** - Federation Internationale de National de Amateur, the international governing body of competitive swimming, diving, water polo and synchronized swimming.

**FREESTYLE RELAY** - In the freestyle relays, four swimmers each swim one fourth of the total distance. As in the medley relay, no individual may swim more than one leg of the relay.

**HEAT** - a division of any event in which there are too many swimmers to swim at the same time (set up by the submitted times and number of lanes in the pool being used).

**HEAT SHEETS** - a printed program of events and "who swims when" sold at most meets, a MUST for parents.

**IM** – slang for Individual Medley; an event in which the swimmer uses all four strokes in the following order: butterfly, backstroke, breaststroke, freestyle.

**KAST-A-WAY SWIMWEAR**- The official NCAC swim equipment supplier.

**LANE LINES** - Continuous floating dividers stretched from the start end of the pool to the turn end, used to delineate the individual lanes.

**LAP COUNTER** – a set of plastic display numbers used to keep track of laps during a distance race by the person who counts for the swimmer, stationed at the opposite end of the start.

**LENGTH/LAP** - Technically, a length is once across the pool; a lap is across and back. However most coaches use the terms interchangeably to mean simply once across the pool. Thus, 4 lengths in a 25 yard pool would be swimming across the pool 4 times, totaling 100 yards.

**LONG COURSE** - a pool 50 meters in length. USA Swimming conducts most of its summer competition in long course. This is the size pool that the Olympics are competed in.

**LSC** – Local Swim Committee, the governing body that govern swimming at the local level. There are 59 LSC's in the country. Our LSC is North Carolina Swimming, Inc.

**MARSHAL** - The officials (usually, parent volunteers) who control the crowd and swimmer flow at a swim meet. They are primarily responsible for safety in the venue.

**MASTERS SWIMMING** - A program for swimmers aged 19 and older who wish to continue swimming, but not necessarily at the senior level. Age groups are in five-year increments.

**MEDLEY RELAY** - In the medley relay, all four strokes are swum by four different swimmers. No swimmer may swim more than one leg of the relay, which is swum in backstroke, breaststroke, butterfly and freestyle order.

**NC 14 and UN AGE GROUP CHAMPIONSHIPS** - NC Swimming's season ending championship meet to include the following age groups – 10 – un, 11-12 and 13-14.

**NCAC**- Official abbreviation of North Carolina Aquatic Club.

**NORTH CAROLINA "A" SWIMMER** – swimmer that has 2 "A" times in 2 different strokes. (Free, Back, Breast, Fly, IM)

**NORTH CAROLINA "BB" SWIMMER** – swimmer that has 2 "BB" times in 2 different strokes – (Free, Back, Breast, Fly, IM)

**NORTH CAROLINA SENIOR CIRCUIT SWIMMER** – swimmer (regardless of his/her age) that has 2 13-14 "AA" times in 2 different strokes. (Free, Back, Breast, Fly, IM)

**NORTH CAROLINA SWIMMING, INC.** – The name of the Local Swimming Committee (LSC), charged by USA Swimming to govern competitive swimming in the state of North Carolina.

**NT** - No Time - Abbreviation used on a heat sheet to designate that the swimmer has not swum that event before and does not have an official time of record.

**OFFICIAL** - a judge on the deck of a pool at sanctioned and approved competitions that enforce USA Swimming rules. There are stroke and turn judges, administrative officials, starters, timers and referees.

**OPEN WATER SWIMS** – conducted in a natural body of water, such as a lake, river or ocean.

**PERSONAL BEST** - The best time a swimmer has achieved so far in a given event.

**PRELIMINARIES (PRELIMS)** - also called trials. Races in which swimmers qualify for the finals to typically be swum later in the day.

**PROOF OF TIME** - A requirement some meets have to make certain that swimmers have legally met the time standards for that meet. Monetary fines are typically assessed for any failed swim at meets if the entry time can't be proven.

**PSYCH SHEET** - A printed order of events by session with swimmers listed in order, usually fastest to slowest according to their entry times. It does not show heats.

**QUALIFYING TIMES** - Published times that must be achieved during a given period in order to enter certain meets.

**REFEREE** - the head official at a meet that makes all final decisions based upon USA Swimming rules.

**SANCTION** - A competition or time trial must be sanctioned (approved) by USA Swimming (through the Local Swim Committee) for the times swum to count and to be used in other sanctioned meets.

**SCRATCH** - to withdraw from an event (with the forfeit of the entry fee), only to be done by the Coaching Staff.

**SEEDING TIMES** = The time a swimmer uses to enter a meet. This time determines one's heat and lane in the particular event.

**SESSION** - Portion of meet distinctly separated from other portions by time (usually a morning or afternoon set of events for different age groups).

**SHORT COURSE (SC)** - a pool 25 yards/meters in length. USA Swimming conducts most of its winter competition in short course.

**SPLASH MAGAZINE** - The USA Swimming magazine that is mailed bi-monthly. (A benefit of being a member of USA Swimming.)

**SPLIT** - a time taken at an intermediate distance, e.g., a 50 yard time for a 100 yard race

**STARTER** - a Certified Official responsible for starting each event, and being sure that each start is fair for all participants.

**STOPWATCHES** - watches used to time the swimmers during a competition. When automatic timing equipment is used, watches serve as a back-up method.

**STREAMLINE** - the position used to gain maximum distance during a start and/or push-off from the wall in which the swimmer's body is as straight and tight as can be.

**STROKE AND TURN JUDGE** - a Certified Official that walks the deck or stands at the end of the pool during a meet to certify the legality of individual strokes and turns.

**STROKE DRILL** - an exercise involving a portion or part of a stroke, used to improve technique.

**SWIM-OFF** - In a Prelims and Finals (championship) format, a second race after the scheduled event to break a tie between swimmers, in order to determine which swimmer makes it into which finals heat or the order of the alternates.

**TIME STANDARDS** – Certain qualifying times, which have been set up annually by USA Swimming or NC Swimming for all events in all levels of meets to ensure that all competitions are reasonably of the same ability in their respective meets. The swimmer's goals should be betterment of his or her time, progressing from the "B" standard to the Nationals.

**TOUCH PAD** - a large sensitive board at the end of each lane where a swimmer's touch is registered and sent electronically to the timing system.

**UNATTACHED** – is a registered swimmer who is not attached to a registered USA swim team. If a swimmer changes teams, that swimmer must swim unattached for 120 days from the last day of meet competition representing the former team.

**USA SWIMMING, INC.** – the National Governing Body that regulates our sport. All NCAC swimmers are registered with USA Swimming and each has been assigned an identification number. This USA Swimming registration expires at the end of each year. This is the organization that sends swimmers to the Olympic Games. USA Swimming is a member of FINA.

**USA SWIMMING CARD/NUMBER** - a membership card with a unique number assigned to a swimmer when he/she joins USA Swimming. The formula for deriving a swimmer's USA Swimming # is the following: Birth Date (6 digit format MM/DD/YY), first three letters of the first name, middle initial, and first four letters of the last name.

For example: John A. Smith was born September 1, 1959. His USA Swimming number is the following: 090159johasmit

**WARM-DOWN** - low-intensity swimming used by a swimmer after a practice, set or race to rid the body of excess lactic acid, and to gradually reduce the heart rate and respiration.

**WARM-UP** - low-intensity swimming used by a swimmer prior to a practice, set or race to get muscles loose and warm and gradually increase heart rate and respiration.