

EA Parent Handbook

Welcome to Emerald Aquatics! This information should answer most of the questions you may have about our team and about youth swimming in general. If you have further questions or concerns, please contact our head coach, Jennifer Thompson at easwimcoach@gmail.com or 541-554-5562 or our parent rep: at easwimparentrep@gmail.com

PRACTICES

Be sure to check the practice schedule page regularly as practice times change throughout the year.

Swimmers are expected to be at all of their practices. If you are unable to attend for any reason please notify the coach.

Parents are encouraged to watch their child's practices as often as they would like. However, in order to not interfere with coaching, we ask that parents watch without interacting with their child. Please leave space for the coach and athletes to develop a rapport. If you would like to talk to your child's coach, please arrange a time to speak with them after practice. Please, do not talk to them on deck during practice.

COSTS AND PAYMENT PROCEDURES

Dues and Fees

Swim fees are based on the group your child is swimming in and are charged monthly. Payments are withdrawn from a bank account or paid with a credit card. Questions please contact: easwimtreasurer@gmail.com

All groups must pay the annual \$70 USA Swimming registration fee and a seasonal fee of \$22 (\$10 EA registration and \$12 technology fee). The \$22 seasonal fee is charged at the beginning of the short-course season (September) and the beginning of the long-course season (April).

Turtles: \$60.50/month, \$92 annual registration/seasonal fees. Total start-up costs: \$152.50.

Dolphins: \$71.50/month, \$92 annual registration/seasonal fees. Total start-up costs: \$163.50.

Sharks: \$77/month, \$92 annual registration/seasonal fees. Total start-up costs: \$169.

Bronze: \$77/month, \$92 annual registration/seasonal fees. Total start-up costs: \$169.

Silver: \$82.50/month, \$92 annual registration/seasonal fees. Total start-up costs: \$174.50.

Gold: \$88/month, \$92 annual registration/seasonal fees. Total start-up costs: \$180.

High School: \$82.50/month, \$92 annual registration/seasonal fees. Total start-up costs: \$174.50.

Senior: \$93.50/month, \$92 annual registration/seasonal fees. Total start-up costs: \$182.

Fundraising:

- Lap-a-thon (winter). You get credit for total amount raised.
- Corporate donations and sponsorships (all year)

Volunteering:

- Mike Morris Invite – June – 3-4 hours each day, meet is 3 days.
- Valley Coast Swim League meet – On years that we host, 1-4 hours each day, meet is 2 days.
- Timing at any weekend meet – all year – 1-2 hour shifts.

If you have questions contact: easwimboard@gmail.com

Payments

Payment method – Monthly dues are processed through the payment method you have set up through the website (credit/debit card or ACH). A credit/debit card is required at the time of initial registration. Meet fees are based on the entry fees the host team provides, these can be found online in the meet information for each particular meet as well as how many days and events your swimmer swims. Additional fees may be charged for championships and state/regional meets. Meet fees are charged to your account the week after the meet is completed. On the first of each month, the new month's swim fees are charged to the payment method you have on file. The balance charged will include the new month's fees and any outstanding meet fees that have been charged.

Cancellation – You must inform the club, 30 days prior to leaving the team in order to stop payment and not be charged for the following month. This applies to those taking a temporary break from swimming as well as those leaving the team permanently.

Questions? – Please contact EA treasurer, at easwimtreasurer@gmail.com with any questions or concerns about EA dues, fees, charges, or payments.

MISCELLANEOUS

Communication

EA Website – www.emeraldaquatic.org Our web tech is responsible for updating and maintaining the website. Please contact him for questions at easwimparentrep@gmail.com

Emails - EA uses email extensively as a tool to communicate with families. There will often be emails from coaches, and board members. Please make sure your email on file is up to date and that you check your inbox regularly.

Bulletin Board - There is an EA bulletin board in the lobby of the pool. Information about practice times, meets and other events are posted there.

Coach communication to swimmers - Often the coaches will inform the swimmers of upcoming events, meets, etc. Please ask your swimmer regularly if there was anything important communicated to them during practice.

Echo Hollow Pool

Front desk staff - Generally speaking, the staff at the front desk of any pool we use will not be able to answer questions regarding EA, as we are a private club who rents space. However, they should be able to assist you or your swimmer with concerns regarding the facility (the locker room, safety issues, lost and found, etc.)

Lost and Found - All of the pools have a general lost and found area. If your swimmer has lost an item, please check there or with the front desk staff.

Valuables - There have been theft issues at pools in the past. We urge your swimmer to bring and use a lock for a locker. Please ask at the front desk if you are interested in renting a locker. The next best option is to bring their swim bags out on deck. Do not leave them unattended or in the locker room. Do not bring items of value.

EA BOARD

Board of Directors - The EA board of directors consists of members of the EA community. Positions include a president, recording secretary, treasurer, and Event Coordinator. The board is made up of 3 USA parents, 3 USMS swimmers and 1 athlete rep. The current board of directors is listed on the EA website under "EA News".

Board Meetings - Meetings are usually held on the 2nd Monday of each month. Meetings are open to the public and EA parents are encouraged to attend.

SWIM SUITS, EQUIPMENT AND APPAREL

Necessary Items

Suit - Swim suits should be one piece with no ties for girls, and jammers or "speedo" briefs for boys. Suits can be made of lycra, nylon, or polyester. Polyester is found to last far longer and is recommended. Please have a suit for meets and at least a couple of suits for practice. Team suits are available but not mandatory. Team Logo Gear is available all year at our [Team Store](#). This includes the team suit, tshirts, sweatshirts, bags, parkas, and more!

Goggles - Goggles are needed by all swimmers to protect eyes from chlorine and to allow your child to see better in the water. At least two pairs are recommended.

Caps - Caps should be worn by all swimmers with shoulder-length or longer hair. A team cap should be worn in meets. A latex cap will be provided to your swimmer - please ask their coach if they have not yet received one. Your swimmer may find a silicone cap to be more comfortable, but they are more expensive than the latex caps. Your first team cap is complimentary. Each cap after is \$4.00.

Where to purchase - [Team Store](#)

MEETINGS AND SPECIAL EVENTS

Annual All Team Meeting - Each fall, usually near the end of September, there will be an informational meeting for all members, current and prospective. Items covered will be a review of the past season, the meet schedule for the coming year and various other topics. Additionally, this meeting is the forum in which EA votes in its new slate of Officers and members of the Board. The meeting will be announced on the EA website and via email to EA families.

Team Photos - The location, date, and time will be announced at practice. Team, and individual photos will be taken. Pictures may be purchased by individual families if they choose.

Lap-a-thon - The Lap-a-thon is a fundraiser held each winter, usually in February. The entire team should participate. The swimmers come to the pool and swim as many laps as possible in 1 hour after they collect tax-deductible donations from friends and family. The Lap-a-thon is an important part of the EA budget and helps to keep monthly dues low and to purchase equipment. Prizes are given to all swimmers who raise money. Information about the Lap-a-thon will be emailed and on the website. Any questions contact: eaboard@gmail.com

SWIM MEETS

Seasons - The swimming year is divided into two seasons - Short Course and Long Course. Short course season begins in September and runs through the end of March; Long Course season begins in April and runs through August. "Short Course" refers to meets swum in a 25 yard or 25 meter pool. "Long Course" refers to meets swum in a 50 meter pool. Occasionally, there will be short course meets held during the long course season.

Which meets to attend - There are many meet opportunities available! We encourage each swimmer to attend as many meets as is comfortable for the child and family. No meets are mandatory. The meet schedule for each season is posted on the EA website and the swim board in the Echo Hollow lobby. A new swimmer is eligible to swim in any meet labeled "ALL". (See the Time Standards section for more information on A & B times.)

How to sign up for meets - The head coach will send out an e-mail about each upcoming meet. They will also be on the EA website. Sign-up for meets is done on the EA website. Sign in to your EA account, and then click on the meet name under "Upcoming Events" on the right hand side of the screen. The next page will give you information about the meet regarding days, location, which type of meet it is, etc. You may then click on "Attend this Meet" to sign up for the meet or to decline to participate in it. If you choose to swim in the meet by clicking "commit to the meet", you will be given options for days to attend. Sometimes the coaches will pick the events for your swimmer and sometimes you do. Check this often as meets have sign up deadlines.

Some meets have qualifying times in order to attend. Your swimmer may or may not be eligible to swim in them. Specifically, the CAT Open meets in January and May require at least B times, and the championship meets in February, March, and July require A times. For these meets, the coaches will enter any eligible swimmers.

Attending a meet

What to bring - Necessary items for swim meets are: Suits, goggles, team caps, towels (at least two 2 each), a water bottle and clothing to wear between races (t-shirt, sweats, parka, etc.), a blanket, chair, healthy snacks and activities to do between races (cards, games, books). Parents may find it helpful to bring a chair (depending on the pool - some pools do have bleachers), a highlighter to mark heat sheets, a pen or Sharpie to write events on your child's arm and cash for concessions and heat sheets.

Procedures At Meets

Warm-ups - Warm-ups generally begin one hour before the meet start-time. The times for warm-ups will be in the meet info on our website, coaches will announce them at the last practice before the meet and Coach Jessica will send out an e-mail containing the information. Have your child on deck in their suit, cap, and goggles at the start of warm-ups. Have them find their coach. Keep in mind one or several coaches may be at the meets, which may or may not be your child's regular coach.

Events/heat sheets - At each meet, a "heat sheet" is published and sold by the hosting team. It lists all events and heats for every swimmer. They will also tape copies of the heat sheet on a wall for you to look at if you don't purchase one. Most younger and new swimmers write their events on their arm or leg so they can refer to them easily. Make a grid with E for Event Number, H for Heat Number, L for Lane number and S for Stroke- for example:

E	H	L	S
1	2	5	25 FREE
7	1	8	25 BACK
13	2	2	50 BREAST

Talk with your swimmer after warm-ups and assist them with writing their events down. If you need help reading a heat sheet, please don't hesitate ask another parent.

Bull pen and reporting for races - There will be a bull pen at all meets for those swimmers ages 8 and under. Listen to the announcer for first, second, and last calls for specific events to report to the bull pen. Try to have your child report on the first call. If your new swimmer is 9 or older, they will need to report directly to the blocks for their races - they should be lined up behind the other swimmers at the blocks several races before theirs. They should check with the timer in their lane to make sure they are in the right spot. Allow enough time for your swimmer to go talk to their coach before they report to the bull pen or their lane. Only swimmers, coaches and volunteers are allowed behind the blocks and at the coaches table at all meets.

After the race - Immediately after the race is done, your swimmer needs report to the coach for feedback. They should do this before they get dressed or come to see you. Coaches are usually sitting or standing at poolside near the coaches table.

Relays - At many meets, there will be relay races. The coach will let the swimmers know after warm-ups if they are on a relay. Please ask your swimmer. Relays are often at the end of meets and it is important your swimmer not leave if they are assigned to a relay. If you must leave early, inform the coach so that they can place another swimmer on the relay.

Meet etiquette - Spectators are of course welcome and encouraged to cheer for their swimmers as loudly as possible during races. However, there are a few important "rules" to keep in mind.

Photography - **Do not** use flash photography at the start of a race. The flash can bother the swimmers and confuse the timers who are watching a strobe light which starts each race. You are never allowed to take photos behind the starting blocks.

Starts - Please do not walk behind the starter and referee at the start of a race. You will know these people by their white shirts, blue pants, and Oregon Swimming identification tags. Before each race is started, an announcer will state the event number and heat number of the next race, and then turn it over to the referee by saying "Mr. Referee" or "Madame Referee." The referee will raise his or her arm to the side. Once the starter has started the race, the referee will lower his or her arm. You may then pass behind them.

Area behind blocks - Only swimmers, coaches, timers, and officials are allowed in the area behind the starting blocks. Try to keep this area free for those people to avoid congestion. If your child is not comfortable going to their races by themselves, talk to the coach.

Coaching - Please try to leave the coaching to your child's coach and to support their swimming with only positive comments after their races.

Timing - At almost all away meets you will be asked to act as a timer. Timing is easy and very important for the operation of a meet. Timing shifts are usually no more than two hours. Please volunteer to time at as many meets as you can. These hours also count towards your fundraising requirement.

Away meets - Directions to other pools are available on the OSI (Oregon Swimming) website. EA families usually sit together at away meets, and early-arriving families will attempt to save spots in bleachers or on deck with chairs for other families.

Overnight meets - At some of our away meets, especially those further away which require families to stay overnight; there'll often be activities such as team dinners planned. These activities will be announced by email or in person.

TIME STANDARDS AND CHAMPIONSHIP MEETS

Time Standards - For each age group, gender, and swimming event, there are time standards which are used for qualifying. As your swimmer becomes more experienced, it may be motivating for them to work towards achieving these times. If you are interested, you may view the time standards at <http://www.oregonswimming.org/standards>. These times are calculated each year by the Local Swimming Committee (LSC); our LSC is Oregon Swimming, Inc (OSI).

"C" times - There is no actual time standard for a "C" time. This refers to any time slower than a B time. This is why a new swimmer may always swim in any meet which is designated as a "C" meet, or all.

"B" times - These are the first level of time standard which a swimmer may achieve. There will occasionally be meets where a "B" time must be achieved for the swimmer to qualify for the meet. It will be listed as such.

"A" times - The next level of time standard above "B" times. "A" times are the qualifying times for the LSC Championship (State) meets.

Age Group Sectional times - The next level above "A" times. AGS times are the qualifying times for the Age Group Sectional meet held in Washington for the northwest portion of the country.

Additional time standards - There are additional time standards above Age Group Sectionals that we are not listing here but can be found online.

Championship meets - If your swimmer swims an "A" time in a sanctioned meet during the course of the season, they will qualify in that event for the LSC championship meet. During the short course season, the LSC hosts three championship meets. One for 10 & under swimmers, one for 11-14 year old swimmers, and a senior meet open to any swimmer in the LSC who meets the qualifying time standard. During the long course season, there are two LSC championship meets. One for 10 & under swimmers and one 11 & over swimmers.