

# LICKING COUNTY FAMILY YMCA

## Sharks Swim Team



SHARKS

Swim Team

Sharks Handbook

Licking County Family YMCA 470 West Church St.

Newark, OH 43055

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### Mission Statement

- The Licking County Family YMCA Sharks Swim Team is focused on developing swimmers to their fullest potential. We focus on the long term growth of our swimmers specifically targeting, proper swimming technique, race planning and safety. We will provide an opportunity for all children to engage in a fun, healthy, lifesaving, lifetime sport and recreational activity. Our team provides an enjoyable environment to build sportsmanship, character, skills, friendships, health and to have fun swimming. Team success is determined by the individual successes of all team members. Our team is dependent on committed swimmers, family participation, a dedicated board, and a well-qualified coaching staff.

### Welcome

Thank you for choosing the Licking County Family YMCA Sharks Swim Team for your family. We personally believe this sport can make a huge difference in your child's life. Swimming is focused on participants learning how to set individual goals, and each swimmer's self-improvement both in and out of the water. It teaches structure, organization time management and long term goal setting. And as a team we are best when everyone is successful.

### Meet our Coaches

#### Dennis Fenimore

I am a father of two and have been married to my wife Kelly for 22 years. I have been involved with swimming for the past 11 years following my two children who have both been products of YMCA Sharks Program. In working with the Sharks, I have served as Vice-President on the parent's board and have helped the program working closely with the coaches. I have, in the past, coached many sports including: T-Ball, Softball and Basketball and even though this is my first foray into coaching swimming, I have devoted myself to developing a strong understanding swimming, by working closely with Coach McColley this past summer and through study and certification through the YMCA. I look forward to working with you and your swimmers this year as we grow the Sharks program.

#### Nat McColley

Hello, I have been involved in swimming since 1976 when I began competing with the Napoleon Aquatic Club in Napoleon Ohio. I competed with my high school in Napoleon where I was a school record holder, a state finalist and a member of the All-Ohio team. Starting in 1989, I attended Ashland University where I was a Penn-Ohio league champion and All-League team member. I began coaching at the age of 17 when I began working with beginners in my home age group program. I graduated from Ashland in 1993 with a degree in Education and Mathematics. In addition to my position as high school mathematics instructor I have continued to coach and have specialized in High School level swimming. I spent a number of years working with Napoleon High School Swimming, Bryan High School Swimming and in 1998 I began working with Coshocton High School Swimming. Even with a small school our team enjoyed tremendous success during my tenure earning 10 Sectional titles, 6 SEOSL titles, 3 ECOL titles, numerous invitational meet championships, and over 300 dual meet wins. I have had the honor to be named ECOL coach of the year 6 times and have had 12 different swimmers compete at the state

swimming final. I am currently the Heath High School swim coach and it is my pleasure to join the Licking County YMCA coaching staff as it is a great opportunity for me to share my time and experience with both the YMCA and Heath High School Program. I hope to bring my many years and enthusiastic love for the sport of swimming to the Sharks Program, as we prepare our student athletes for High School level competition. My coaching style focuses on engaging with all athletes, teaching proper stroke technique, vigorous training, and mental toughness. I want each athlete to know that their individual growth, as both a person and a swimmer, is important to me and to team growth. It is my firm belief that only together will we all succeed.

## What is Long Term Athletic Development (LTAD)

One of our core beliefs is Long Term Athlete Development. We will not push athletes to peak in the sport before completion of adolescence. Following LTAD standards, the general framework of athlete development with special reference to growth, maturation and development, trainability, and sport system alignment and integration. LTAD differs from other athlete development models. It positively affects the quality of training and competition by taking into consideration factors such as developmental age and periods of optimal trainability. It encourages athletic growth beginning with a foundation of fundamental movement skills and introduces fitness and sport skills at the appropriate development age. It encourages athletes to have lifelong physical activity.

### **It is important to understand what this program is not as well as what it is:**

We **will not** push your child's physical limits through swimming at an early age, through intense, high volume programming.

We **will not** have a national champion in age group swimming prior to completion of adolescence because a child is exceptionally talented swimmer who "needs" a high volume training program.

We **WILL** have swimmers who are happy, balanced, physically fit, a love of training and has their emotional, physical development needs met at appropriate stages.

We **WILL**, with a variety of athletic experiences, teach our swimmers to be intrinsically motivated to physically push themselves when their body is developmentally ready.

We **WILL** have swimmers who believe in themselves and the program that they are participating.

### Coaches

The coaching staff is responsible for team practices, choice of meets, and choice of events swimmers participate in at home meets, away meets, and the league championship (CHAMPS). Our coaches welcome your questions before and after practice. Other questions may be directed to the parent board.

### Contact Information

Dennis Fenimore

Email: [kfenimore@castoinfo.com](mailto:kfenimore@castoinfo.com)

Phone: (614) 364-5590

Nat McColley

Email: [nmccolley@g.heath.k12.oh.us](mailto:nmccolley@g.heath.k12.oh.us)

Phone: (614) 325-5399

Kara Hatfield

Email: [spengefatfield@hotmail.com](mailto:spengefatfield@hotmail.com)

Phone: 740-610-3737

## Parent Board

The swim team is operated by a board of four elected officers: a president, vice president, treasurer, and secretary. Each year, at the end of the swim season, new officers are nominated and elected from and by parents of current Sharks swimmers. The term for officers will begin with the planning of the upcoming swim season and will end at the conclusion of the swim season when officers will be elected again. Officers may run for office in consecutive years, if they wish. New officers should have been involved with the team for at least one year.

The current list of officers may be found in the handbook supplement.

### Officer Descriptions:

**President** - Works closely with the swim coach to determine overall direction of the program, guiding parent participation and being a point of contact for parents.

- Present at all meetings of parent organizations
- Ex-officio member of all committees
- Coordinate the work of officers and committees
- Works to maintain positive team culture
- Long range team planning
- Work with coach to register swimmers for meets \* Communications with parents

**Vice-President** - Works closely with the President to assist, as needed. \* Performs the duties of President in their absence or inability to serve \* Performs duties assigned

- Leads creation/change of team handbook.
- Attends parent board meetings
- Organize ordering for team suits and spirit wear \* Organize & schedule team photos

**Treasurer** - Handles team finances.

- Reviews records of all receipts and expenditures in the Fundraising Account.
- Provides monthly report.
- Verifies escrow balances, resolves any issues regarding payments.
- Willing to become familiar with team website for financial updates.
- Attends parent board meetings

**Secretary** - Follows up on task status that has been delegated.

- Works closely with Coach and volunteers in various capacities, as needed
- Willing to become familiar with team website
- Generates a monthly newsletter during the swim season to keep parents informed
- Attends all parent board meeting and takes minutes to supply to the YMCA

### LCFY SHARKS Parent Club

The LCFY Sharks Parent Club exists to support the coaches, parent board and swimmers of the LCFY Sharks Swim Team. All parents are members of the Parent Club, and there is no membership fee.

The Sharks are a coach-run team, and therefore parents club involvement does not include matters of coaching, conduct, swimmer evaluations, meet schedules, practice schedules, etc. What the club does is support the team with volunteer hours in the areas of: Membership, Fundraising, Communications, Website design and maintenance, and running home swim meets.

We do have financial responsibilities, and our fundraising is meant to support these efforts. Without the fundraising, we would be required to charge families an additional fee to cover these expenses, which include: Coach travel expenses to away meets, Website software, Parties and events for swimmers and families, Equipment needs of the swim team. It is our expectation that all families participate in our fundraising activities.

### Team Communication

1. Email: This will be the primary source of communication. If you do not use email, please let a parent board member know that a phone call or text is necessary
2. Practices: Parent Board Members are at most of the practices. Please come over to any of the parent board members or even other experienced parents and ask questions or just get to know other people on the team.
3. Mailboxes: There are plastic hanging file folder bins. Each swimmer will have a file folder that may be used to pass out ribbons, important handouts, and anything that can't be sent through emails or texts.
4. Team website: [www.teamunify.com/oslcfy](http://www.teamunify.com/oslcfy)
5. Bulletin Board: Regularly check the bulletin board in the swim lobby for up to date information.

### Home Meet Volunteer Positions

Every home meet requires volunteers to run an efficient meet.

Volunteer duties needed for home meet (these are estimates)

Entries — 2

Scoring — 2

Timing — 24

Head Timer — 1

Runners — 2

Bullpen — 3

Officials — 6

Concessions — 6-8

**Entries:** Put labels on ribbons for swimmers after they swim. **Scoring:** Put scores/results into computer.

**Timing:** Run a stopwatch to time each swimmer in your lane. There are 2 per lane, may operate in two shifts for longer meets.

**Head timer:** Hold extra stopwatches in case of mistakes by timer.

**Runners:** Collect score cards or sheets from timers.

**Bullpen:** Stage the younger swimmers for each event.

**Officials:** Must have league training or be Y certified.

**Concessions:** The Shark Bites Cafe. The Shark Bites Café provides refreshments during our home swim meets. We feature our delicious menu items like shredded chicken, sloppy joe's, walking tacos, pasta salad, yogurt & fruit, sweet & salty snacks, and beverages. We also need volunteers to set-up, tear-down and man the Café. No need to worry about missing your child's races — we'll always find someone to cover your post! We also need help with donated items, so please check the list of items on the website as you would when volunteering.

A list of volunteer positions for each meet will be posted on the website. The positions will be taken by whoever is first to sign up.

Please help us by volunteering. We have very experienced parents on the team that know what they're doing. You will not be left by yourself to feel helpless. We will train you and the meets will run smoothly. Otherwise, everyone suffers from a poorly run meet and much time is wasted trying to get parents from the other team to help.

If you sign up to volunteer, please be at the position on time. If you must cancel, contact the current Volunteers Coordinator. The current Volunteers Coordinator information can be found in the Handbook supplement.

## **Coordinators**

These Coordinator Positions will be assigned at the parents meeting at the beginning of the swim season.

**Volunteers:** This coordinator will take care of the recruiting and assigning volunteers to the needed tasks to run a successful swim meet. Two coordinators could share this job.

**Officials:** This coordinator will take care of finding parents willing to be officials and setting them up with necessary training to be an official.

**Handouts:** This coordinator will put the ribbons, awards and handouts into the mailboxes, as needed. Also, pass out swim suits and caps if bulk orders are delivered.

**Social Events:** This coordinator will organize a few fun events for swimmers and families during the swim season. This person would also organize an end of year banquet or some type of end of year celebration.

**Fundraising:** This person will organize fundraising activities during the swim season.

Some ideas are; cookie sales at the holidays, swim clinics, parking for local football games, meal day at local restaurant where portion of sales are given back to swim team.

**Concessions:** This should be at least two coordinators who plan and organize all aspects of meet concessions. Food will be planned and volunteers recruited. Coordinators will also notify families what items need donated to run successful concessions. This could be a rotating position. Two parents can sign up for each home meet at the beginning of the season.

**Website:** This coordinator will work to keep the website up to date. May also need to work with other coordinators to communicate needs on the website.

The current coordinators information can be found in the Handbook Supplement.

These coordinator positions will be filled at the parents meeting at the beginning of each swim season. Any parent, including board members, may volunteer for these positions regardless of how long they have been a part of the team.

### **Miscellaneous**

- Every family must create an account on the team website at the beginning of the season. From the home page of the team website [www.teamunify.com/oslcfy](http://www.teamunify.com/oslcfy)
- Click on "Sign In" on the left column. This will walk you through the steps to register.
- Once registered on the website, check your account regularly. Invoices, meet schedules and other important information will be found in this online account. Payment for Swim Invitationals are to be left in the gray lockbox next to the Swim Lobby bulletin board
- Place money in an envelope with your swimmer's name and the invitational name on the envelope. Place envelope in the lock box.
- Swim meet information will be communicated via e-mail. This information will also be found on the team website.
- Swim Meet Sign-up Procedures

### **Here are the steps if you ARE NOT GOING:**

- Click on the Member Names [they default to Not Committed]
- Then click on the Signup Record pull-down and select No
- If No, just click on the [Save Changes] button to save the changes
- If you have more than one child, repeat the same task as listed above

### **Here are the steps if you ARE GOING:**

- Click on the Signup Record pull-down and select Yes
- Once yes is selected, you will see the events your child MAY be eligible to swim
- You will also see the best times inserted into the Entry Time field and highlighted in yellow
- Check the Checkbox to the left of the name for those events you would like to swim
- Please take careful notice of the time standards that must be met in the right-side columns
- Once you have finished, click on the Save Changes Button in the lower right
- Repeat the process for additional swimmers
- You will notice that Coach Approval column will indicate Pending after you submit

Please pay careful attention to:

- Maximum Event Entry Limitations IF PRESENT. Click on the >>View if present.
- Add any notes that you want the Coach or Administrator to see

Your coach or team administrator will review your declaration and APPROVE or REJECT your request and once they submit the final choices you will be able to review by signing in and clicking on the Attend This Event button for any events listed on our team website. Look at the Coach Approval column for the events that you have been confirmed to swim.

## General Rules of Conduct

- Swimmers, parents, and coaches are expected to conduct themselves in a manner that will bring credit to them and to the Sharks. Disruptive behavior will not be tolerated at practices or meets.
- Parents are expected to stay off deck during practice. Parents may observe from the area by the Aquatic director's office just outside the pool.
- All swimmers and parents are asked to report problems such as misbehavior or use of foul language. Inappropriate language or gestures will not be tolerated.
- Swimming is one of the few remaining sports where yelling at the swimmers and berating them for losing just isn't a part of the sport. Please encourage your swimmer(s). This should be fun and as the swimmers grow, you will see a change in their attitude. They will begin to focus on getting better, not on whether or not they got first place.
- Any coaching decisions in which you have questions should be discussed with the coach involved. Please do not talk to the coach on the deck or while the coach is running practice. Ask to see the coach at the first available time.
- Do not address officials or other coaches if a problem or a disqualification takes place during a meet. Let our coaches handle it.
- Any swimmer found to have caused physical damage to any of the facilities we attend will be charged for the repair or replacement of the damaged property. Additional disciplinary action from the team will likely be taken as well.
- Always bring goggles to practices and meets.
- Always congratulate your competitors whether you win or lose. "Good swim" is all that needs to be said and it goes a long way!

The Licking County Family YMCA seeks to help persons of all races and creeds to:

- develop self-confidence, self-respect and an appreciation of their own worth as individuals;
- develop Christian values based on caring, honesty, respect, and responsibility;
- grow as a responsible member of our community;
- appreciate that a healthy mind and body is a sacred gift and that physical fitness and mental well-being are conditions to be achieved and maintained;
- recognize the worth of all persons and work towards universal understanding;
- develop a capacity for leadership and learn to use it responsibly;
- appreciate the beauty, diversity, and interdependence of all forms of life.

**YMCA MISSION:** To put Christian principles into practice through programs that build healthy spirit, mind and body for all.

## Swimming "Lingo"

**Bullpen** - The area where swimmers report before each event to check in and pick up entry card.

**Deck** The deck is the area immediately around the pool.

**Disqualification** A technically incorrect stroke, kick, turn, finish or false start. If "DQ'd", the swimmer's time does not count towards team points nor towards his own time drops.

**False Start** -- Leaving the blocks before the sound of the starter or before the swimmer touches the wall on relay exchanges. Leads to disqualification.

**Dual Meet** Two teams compete at one location. **Event** — The race in which a swimmer participates.

**Heat** -- Race with swimmers seeded at the same level. May have more than one of these per event.

**Heat Sheets** A listing of all swimmers by heat and lane assignments at an invitational.

**Invitational** More than 4 teams participate at a meet. Swimmer and/or parent may choose events they'd like to swim. There are entry fees due well before the meet We do not have any invitationals planned this season.

**Referee** — The official who is in charge of all other officials at a meet The referee makes all final decisions and sees to the running of the meet.

**Scratch** Not to swim an event after being entered.

**Seed Time** — The time used to enter a swimmer into a meet. This determines a swimmer's heat and lane assignment. Usually, it is the swimmer's best time for that event within the past season.

**Starter** — The official responsible for the start of each heat and calling swimmer to the blocks.

**Stroke Judge** -- The official that determines the legality of a swimmer's stroke and his/ her turns.

**Time Drops** — This refers to any event during which a swimmer takes less time to swim that event than he/she did in earlier attempts at the same event

**Time Standards** — Certain qualifying times have been set up by the Regional and National Committees for all events to ensure that competitors are of the same ability in their respective meets.