Parent and Swimmer Handbook

2020 Revision
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Joining the Team

A swimmer must contact the team via info@fogswimming.org and complete a tryout during a scheduled practice. A coaches approval is required to officially join the team.

After Approval

A parent must register online at www.fogswimming.org through the “Registration” tab. Where they will create an account profile (the parent) and a member profile (the swimmer). Upon registration, you will be charged the $125 Annual Membership Fee and the designated groups monthly fee.

You must also register your swimmer for USA Swimming which is a mandatory insurance ($73) all swimmers need to practice with a club team and compete at meets. This form can be found online under the “Documents” tab or in hard copy at the office. This form must be mailed to Pacific Swimming.

Continuing FOG Swimmers are registered by coaches at the end of each calendar year.

If you are transferring, you must fill out a transfer form.
The Fog City Hammerheads is a 25 year old competitive swim team in which swimmers train hard and prepare for swimming competitively. As part of becoming a member, your swimmer(s) is required to participate in a set number of practices and swim meets throughout the year as they grow into being a competitive swimmer.

Equipment Needed:
Swim Cap
Goggles
One-Piece Team Suit
Team Swim Cap
1 Piece of Team Spirit Wear

Optional:
Parka
Backpack
Swim practices are held Monday through Sunday year-round except major holidays. Schedules vary throughout the seasons. Coaches will notify parents via e-mail of any schedule changes.

Swimmers are expected to participate in a minimum amount of practices per week:

- Platinum = 6/week
- Gold = 5/week
- Silver = 4/week
- Gold = 3/week

If you cannot make a scheduled practice, your swimmer can only swim down in a group, not up. I.E. A gold swimmer can make up a practice with silver, but not with platinum!
Swimmer Expectations for Practice

Swimmers must be on time for practice. Being late is disrespectful and disrupts the flow of practice. It is also important for a swimmer to warm up the body and prepare the muscles for practice. The longer a swimmer is in the water the faster they will progress. With limited time and space we want to ensure that anyone who wants to excel at this sport can do so.

Swimmers must respect and listen to everyone on the coaching staff regardless of what group they are in. Disorderly conduct is not tolerated and swimmers will be disciplined accordingly. Swimmers will be suspended for disrespecting coaches or teammates, damaging pool equipment, vandalizing locker rooms, etc.

It is important for swimmers to be open about any concerns that they have regarding swimming, competition, drills, schedule conflicts. Keep your coaches informed.

Please do not leave valuables unattended in the locker rooms. Bring a lock for the locker rooms or keep your swim bags on the deck. FOG is not responsible for any lost or stolen items.
A mandatory requirement of meet attendance ensures the development of your swimmer. Swimmers are only to attend team meets that we advertise under the “Events” tab.

All practices are canceled during C/B/A meets because we expect all swimmers to be attending these meets.

**Platinum = 1 meet per month**
During High School season, your High School team meets will satisfy the monthly requirement, but if you qualify for a Championship Meet (i.e. All-Star, Far Westerns, Jr. Nationals) you will be asked to compete unattached.

**Gold = 1 meet per month**

**Silver = 1 meet every 2 months**
If you are in this group and in High School you must compete with either FOG meets or your High School team’s meets.

**Bronze = 1 meet every 3 months**
Check with coaches to see if your swimmer is ready to begin competing.

Swim meet participation is key to having fun and developing as a swimmer. We have limited practice space and want all swimmers to progress competitively through the sport. We do not have space for non-competitive swimmers. Failure to meet the requirements will result in either group demotion or dismissal from the team.
Time Standards

These standards are the bare minimum to try-out with a new group.

**Bronze**: Experienced swimmers that have graduated Big Fish. 8-12 years old.
- Test Set: 10 x 50 Free on :55
- 100 IM under 1:50

Time standard bare minimum: B/BB
Legal in all 4 strokes and turns.
Able to dive properly off of the blocks AND able to read a clock

Focus: Stroke development and technique work
Goal: Move up to Silver, have fun :)

**Silver**: Swimmers who want to develop by competing more often. 10-14 years old.
- Test Set: 10 x 50 Free on :50
- 200 IM under 3:20

Time standard bare minimum: B/BB
Must be able to read a pace clock without assistance

Focus: Continue to build muscular endurance with good technique and longer practices.
Goal: Try to achieve ‘A’ standards in your age group
**Gold**: Preparing to be in the Platinum group. 11-15 years old*
Test Set:  
10 x 50 Free on :45  
200 IM under 3:10  

Time standard bare minimum: BB/A/AA in respective age group

*If under 10, must have ‘AAA’ time standards or Far Western cut  
Focus: More dense sets, elongating speed from Silver to cover more distance.  
Goal: Strive for JO and FW cuts. Introduce dryland as a new stimulus for training.

**Platinum**: Highest level on our team, made up of committed swimmers. 13-18 years old**
Test Set:  
10 x 50 Free on :40  
200 IM under 2:30 boys / 2:40 girls  

Time standard bare minimum: A/AA in respective age group

**If 11-12. must have ‘AAA’ time standards or FW cut  
Focus: Fine tuning strokes and challenging swimmers with longer and faster sets. More intense dryland sessions.  
Goal: Be the best version of themselves on a daily basis! Attain Far Westerns, Sectionals, Futures, and Junior National cuts.

If a swimmer doesn’t fulfill requirements at any time, they may be asked to go down to the former group.
The $125 annual membership fee is charged once per swim season. The swim season starts January 1st and ends December 31st of that year.

Monthly dues are billed on the 1st of each month. If we are not notified of cancellations or changes to billing preferences, 72 hours prior to the 1st, you will not receive a refund for that month. If you are currently paying monthly and want to be changed to yearly (or vice versa), we must be notified by December 1st or whatever is specified by the coaches via email.

Late fees will be processed 14 days after each missed payment.

All invoices and payment history can be found on Team Unify. Credit Card or ACH payments are mandatory. If you choose ACH payments it must be updated in our system before Dec 31st. To set up a CC or an ACH payment, please go to the “My Account” tab, click “Payment Setup”, select “Automatically charge ...... below”, fill in the data and save.

To request any changes of membership status, please contact info@fogswimming.org.
Costs and Billings

Your Account

All billing is done online on Team Unify. Your card is charged the 1st of every month. $10 late fees are automatically applied if your card is rejected or expired. You can check your billing preferences at any time when you sign in, select “My Account” and “$ My Invoice/Payment” or “My Account” again. Please keep your card updated.

Canceling a Membership

If you decide to cancel your monthly membership, an email needs to be sent to info@fogswimming.org or a coach 72 hours before 1st of the month or you will be charged for that month. Credit Card processing is automatically done at 12:01 AM on the 1st of each month.

If a membership is not cancelled and you have left the team and did NOT turn your automatic payments off or send a cancellation request for over 60 days, you will only be refunded for the first month of your total Credit Card charge amount.

Yearly memberships can not be refunded. A two month discount is included with a yearly membership. You will not be credited for any additional months.

Accounts will NOT be temporarily suspended for vacations, high school swim season, etc. They can be suspended only for certified medical reasons. If you turn off your account and rejoin at a later date, you will have to pay the $125 membership fee again.
Parent Involvement

FOG relies on volunteers to keep dues low. There are various functions and activities that need your volunteer help. I.E. Timing or officiating at meets, organizing home dual meets, special dinners and events.

FOG requires a minimum amount of services hours for all families.

<table>
<thead>
<tr>
<th>GROUP</th>
<th>HOURS/YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>BRONZE &amp; SILVER</td>
<td>5</td>
</tr>
<tr>
<td>GOLD &amp; PLATINUM</td>
<td>10</td>
</tr>
</tbody>
</table>

Newcomer families starting in July or later will be prorated accordingly. Multi swimmer families will be responsible for the highest group hours. I.E. If you have a Platinum and a Bronze swimmer, you’ll be responsible for 10 hours.

A $20 per hour fine will be charged if required service hours are not fulfilled by the end of the year.
Parent Involvement

Volunteering Requirements

**Officiating:** If you are a certified official, Zone 1N will comp your swimmers’ entries into meets you officiate.

**Timing at Meets:** If your swimmer is attending a meet, you are expected to time for at least an hour a day. FOG is fined $200 per day by Pacific Swimming if we don’t provide timers and officials at every meet. Timing is VERY SIMPLE and you get the BEST SEATS in the house.

You must log in to Team Unify to sign up for a timing job prior to the meet. You may have to time during your swimmer’s event!

You can keep track of your hours through Team Unify.

Getting involved in the team or becoming an Official is the best way to satisfy the service hour requirements!

If you have any questions about using Team Unify’s Job Manager or becoming an official, please email info@fogswimming.org!
Parent Involvement

Expectations

Parents are expected to be involved and active with their swimmers. This means taking interest in their achievements, getting your swimmer to practice on time, having them participate at meets regularly, and of course providing the financial means for dues and fees for equipment. We welcome you to offer support and encourage for your swimmer but without stroke or technical advice. **In the interest of swimmers’ development, we ask that you let the coaches do the coaching without interference or conflicting information from you.**

Parents are welcome to sit on the pool deck but please refrain from speaking with the coaches until after practice. If you need to meet with one of the coaches, please do so in the lobby after practice or send an email.

Your role as a parent in the whole swim meet process is to be your child’s #1. You want to support and encourage them through each race, whether good or bad. Leave the coaching and training to the coaches. We understand this can be difficult at times because we all want the best for our kids. The last thing a swimmer needs is additional pressure or stress. The whole point of attending a meet is to compete, learn, have fun and try one’s best.
Facilities

St. Ignatius College Preparatory

The pool is the home of the St. Ignatius Wildcats for both Swimming and Waterpolo. The practice times are set around the high school teams including their meet and game schedules. During the high school season, the FOG practice times may be later than other times during the year.

It is a privilege for FOG to practice at St. Ignatius and we expect swimmers to respect the facility including the pool deck and locker rooms while practices are held.

San Francisco State University

During high school season, the Platinum and Gold swimmers are given the opportunity to swim at San Francisco State University. Because this is on a college campus, it is important that swimmers are mindful while crossing campus and using the locker rooms. Parents need to be available for pick up.

It is a privilege for FOG to practice at SFSU and we expect swimmers to respect the facility while practices are held.