

**Forest Park Swim Team
Parent Handbook
2022-2023**

1766 Mendocino Dr.
(925) 260-1595

www.forestparkswimteam.com



| | |
|--|-----------|
| 2023 FPST Board of Directors | 3 |
| Forest Park Calendar of Events (subject to change) | 4 |
| 2023 Practice Schedule (subject to change) | 6 |
| Spring 2023 (subject to change) | 6 |
| Summer 2023 (Morning schedule will be decided once we know our team numbers) | 7 |
| Introduction | 8 |
| A message from Coach Jeff: | 8 |
| Forest Park Expectations of Coaches | 9 |
| New Family Information | 11 |
| Practices | 11 |
| Dual Meets | 11 |
| Torture Week | 12 |
| Fun and Social Events | 12 |
| Two-Day Meet Invitationals | 12 |
| What to bring to meets | 13 |
| Parent Swim Meet Work Obligations - Job Descriptions | 14 |
| Parent Power Positions | 19 |
| Team Financial Obligations | 20 |
| Mini-Flyer Program | 21 |
| Fundraising Obligation | 21 |
| 2022 Award Recipients | 22 |
| Forest Park Award Definitions: | 23 |
| Swimmer Code of Conduct | 25 |
| Violation of the Code of Conduct by Swimmers | 26 |
| Glossary of Terms | 27 |

2023 FPST Board of Directors

| Position | Name | Email address |
|---------------------------------------|---------------------------------------|------------------------------------|
| President | Nancy Valero | President@forestparkflyers.com |
| Vice President/ Pool Board Liaison | Jessica Steffensen | VicePresident@forestparkflyers.com |
| Treasurer | Domine Plumley | Treasurer@forestparkflyers.com |
| Secretary | Luis & Marelise Velasco | Secretary@forestparkflyers.com |
| Membership | Nancy Valero & Domine Plumley | Treasurer@forestparkflyers.com |
| Parent Worker Coordinator | Jin No | Jobs@forestparkflyers.com |
| Fundraising | Tori Houston | Fundraising@forestparkflyers.com |
| Hospitality & Spirit | Marcie Franich & Heather Cochnauer | Events@forestparkflyers.com |
| Merchandise | Mallorie Willms | Merchandise@forestparkflyers.com |
| Meet Directors | Chip McHuron & Amy McNeill Ragland | MeetDirector@forestparkflyers.com |
| Awards & Incentives | Andrea Stewart | Awards@forestparkflyers.com |
| Head Coach | Jeff Mellinger | jeff.mellinger@gmail.com |
| Webmaster | Scott Johnston | Webmaster@forestparkflyers.com |

Forest Park Calendar of Events (subject to change)

| Date | Event | Location |
|---|--|-----------------------------|
| Friday, March 24, 2023 | Mandatory Parent Meeting | Forest Park |
| Friday, March 31 - Saturday, April 1 | New Swimmer Evaluations | Forest Park |
| Monday, April 10, 2023 | Swim Practice Begins | Forest Park |
| Saturday, May 20, 2023 | <i>H - Time Trials, New Swimmer BBQ, Meet your buddies</i> | Forest Park |
| Wednesday, May 24, 2023 | A - FPST @ WCST | Walnut Country |
| Saturday, May 27, 2023 | Memorial Day Weekend | |
| Wednesday, May 31, 2023 | <i>H - ADS @ FPST</i> | Forest Park |
| Saturday, June 3, 2023 | <i>H - VDD @ FPST</i> | Forest Park |
| Wednesday, June 7, 2023 | A - FPST @ PHD | Pleasant Hill Dolphins |
| Saturday, June 10, 2023 | A - DHST tri meet | Dana Hills |
| Wednesday, June 14, 2023 | <i>H - Aquaknights @ FPST</i> | Forest Park |
| Friday, June 16, 2023 | Team Movie Night | TBD |
| Saturday, June 17, 2023 | Swim-a-Thon (AM) & Buddy Night | Forest Park |
| Wednesday, June 21, 2023 | A - FPST @ FHST | Forest Hills |
| Friday, June 23, 2023 | Team Pictures (AM) & Pasta Feed (PM) | Forest Park |
| Saturday, June 24 - Sunday, June 25, 2023 | I - Battle of the Ages | Pleasant Hill Middle School |
| Monday, June 26, 2023 | Beach Day - no practice | TBD |
| Wednesday, June 28, 2023 | <i>H - Springbrook @ FPST</i> | Forest Park |
| Saturday, July 1, 2023 | Fourth of July Holiday | |
| Wednesday, July 5, 2023 | Fourth of July Holiday | |
| Saturday, July 8 - Sunday, July 9, 2023 | I - ECI (East County Invitational) | Antioch High School |
| Wednesday, July 12, 2023 | A - FPST @ GPST | Gerringer Park |
| Saturday, July 15 - Sunday, July 16, 2023 | I - Crossings Challenge | Walnut Country |
| Monday, July 17, 2023 | Waterslides - no practice | Hurricane Harbor |

| Date | Event | Location |
|---|---------------------------------|----------------------|
| Monday, July 17-Thursday, July 20 | Spirit Week | Forest Park |
| Thursday, July 20, 2023 | Potato Bar (PM) | Forest Park |
| Friday, July 21 - Sunday, July 23, 2023 | I - City Meet | TBD |
| Monday, July 24, 2023 | 11+ Event | TBD |
| Wednesday, July 26, 2023 | 10U Sleepover | Forest Park |
| Saturday, July 29, 2023 | <i>H - Oakhurst @ FPST</i> | Forest Park |
| Wednesday, August 2, 2023 | City Meet Awards / Fiesta Night | Forest Park |
| Saturday, August 5, 2023 | County Meet | Acalanes High School |
| Late August | End of Season Awards | Forest Park |

| | | |
|---|-----------------------|----------------|
| I = Invitational, additional fees apply | <i>H = Home Meets</i> | A = Away Meets |
|---|-----------------------|----------------|

2023 Practice Schedule (subject to change)

For a long time now, Forest Park has been one of the only teams to start its season on the first day allowed under County rules. The earlier the start, the more time the swimmers get in the water and the more prepared they are when meets begin. We've been extremely lucky and blessed to have had such an available staff in our preseasons. Due to Coach Jeff's commitment to Northgate Swimming, as well as the high school practice times of our swimmer coaches, the schedule for the first few weeks of the preseason has to be modified. We realize this may affect the schedules of many of our families, but this is the only option if we want to get the kids swimming before May.

Spring 2023 (subject to change)

| April 10, 2023 - May 5, 2023, Monday - Thursday Only | |
|--|----------------|
| Age Group | Time |
| 13 and Up (plus 11/12's w/ 3+ years experience) | 5:00 - 5:45 PM |
| Mini Flyers | 5:45 - 6:15 PM |
| 8 and Under | 6:15 - 6:45 PM |
| 9/10's & 11/12's (11/12's w/ <3 years experience) | 6:45 - 7:30 PM |

| May 5, 2023 - June 9, 2023, Monday - Friday | |
|---|----------------|
| Age Group | Time |
| 13 and Up (plus 11/12's w/ 3+ years experience) | 4:15 - 5:15 PM |
| Mini Flyers* | 5:15 - 5:45 PM |
| 8 and Under | 5:45 - 6:30 PM |
| 9/10's & 11/12's (11/12's w/ <3 years experience) | 6:30 - 7:30 PM |

*Mini Flyers will not practice the week of May 30th - June 2nd so swimmer coaches can concentrate on finals.

Summer 2023 (Morning schedule will be decided once we know our team numbers)

| Starting June 12, 2023, Monday - Friday, Morning Practice Schedule | |
|---|-------------|
| Age Group | Time |
| 13 and Up | TBD |
| Mini Flyers | TBD |
| 8 and Under | TBD |
| 9/10's & 11/12's | TBD |

| Starting June 12, 2023, Monday, Tuesday & Thursday, Afternoon Practice Schedule | |
|--|----------------|
| Age Group | Time |
| 8 and Under | 5:30 - 6:00 PM |
| 9/10's & 11/12's (11/12's w/ <3 years experience) | 5:30 - 6:15 PM |
| 13 and Up (plus 11/12's w/ 3+ years experience) | 6:00 - 7:00 PM |

Afternoon is not a substitute for morning. It's for those unable to attend mornings due to a prior commitment. Those wishing to attend double practices need to clear it with Coach Jeff before summer to make sure there will be adequate room.

Introduction

Welcome (back) to the Forest Park Flyers swim team!

Your Swim Team Board has been working hard in the off season to make this next season even better and more fun! If you have any questions, comments or concerns, please reach out to a Board Member.

For Swim Team Members that are not members of the Forest Park Swim Association: our Insurance Policy states that everyone must vacate the premises when not at practice, lessons, swim meets, or working.

The Forest Park Swim Team (FPST) is an extension of the Forest Park Swimming Association located at 1766 Mendocino Drive in Concord, CA. The primary goal of FPST as a recreational swim team is for all swimmers to have fun. In addition to this goal, the coaches and swim team board will work to foster participation, develop good sportsmanship, team spirit, a good self-image, and above all, to help all swimmers improve both their skills and their times throughout the season in a friendly recreational swimming environment. FPST will also promote a sense of community that will endure beyond the swim season.

Jeff Mellinger, Head Coach:

Jeff returns for his twenty-fourth season as our head coach with many exciting ideas for fun swim team activities. Jeff is a graduate of Ygnacio Valley High School and U.C. Berkeley. He also graduated from the film program at Academy of Art College. Jeff swam for the Las Juntas swim team, Ygnacio Valley High School swim team, and was a member of Ygnacio Valley High School's boy's water polo team. In high school, he participated in the Terrapin Pre-Senior 2 program. After graduation, he coached the Ygnacio Valley High School swim team and was an assistant coach for their water polo team. He helped get Concord High's inaugural water polo season off the ground in fall of 2003. He was an assistant coach for Valley Vista swim team in 1999 and head coach at Forest Park since the year 2000. He is in his 10th year as head coach of Northgate High School Swim Team. We look forward to Jeff returning this season!

A message from Coach Jeff:

The last few years of swim have been very different. COVID changed things a lot, including our team. After having very big teams and many top 3 team finishes last decade, we have been in rebuild mode the last couple of years. I have seen the seeds of a new generation of dominant swimmers. Kids with smiles working their tails off, swimmers dropping tons of time in their first year, a new crop of older swimmers ready to lead the team. The next-gen Flyers have a lot of promise! Dual meets are still great for working on the little things that go with races. The big meets are the chance to swim in much better pools, seeing improved competition. The big time drops come at the big meets. Everyone goes to City meet; yet attending some of the other big meets is crucial to making mid-season time drops. Battle of the Ages is a great way to see how you're doing early in the season. It's a fast pool and you only swim against people your own age. There are three events each day, so even swimming one day means you can get in 3 swims. In 2023 we are returning to ECI! This was always a favorite meet for us because swimmers could swim EVERY event. Crossings Challenge is a nice, lowkey, local meet. It is geared towards "B" swimmers but it also includes races for "A" swimmers. City is our mandatory meet. This is where you really see your times drop significantly. Every measure needs to be taken for every swimmer to be available for this meet. The coaches train, plan, and prepare ALL YEAR so that the swimmers will be at their peak at the end of the year. We taper you so that you are fully rested for City, and County if you qualify. Torture Week only pays off if you have a meet to swim in after the taper. The taper is vital to be at your best. After four long months of training, your body needs the easy swimming to perform at its peak in the two big meets. The coaching staff wants to help you become the swimmers you can be; but it starts with you. Ask us how you can get better! We encourage parents to attend and watch practices. However, we can't have parents interrupting swimmers or coaches during practice. The coaches need to be able to coach and the swimmers need to be able to swim, without distraction. Just like every other thing in life, what you get out of swimming is what you put into it. Being late or only coming a couple times a week will not pay off. Your times at the end of the season should be much faster than earlier in the season. But only if you have put in the work. Remember,

practice doesn't make perfect. Perfect practice makes perfect. If you're not actively working to get better, you are going to get worse. Simple things like getting enough sleep before meets, eating right, and working hard go a long way in helping to achieve your goals. Swimming may be more of an individual sport. But, never forget, every swimmer matters to the team!

Forest Park is on the way up in 2023!
Coach Jeff

Attention Parents and Swimmers:

Please remember you can sign up to have private lessons with any of our coaches. For a fee, you can get personal and individual instruction at the pool. Swim lessons are a complement to swim practice, not a substitute. Swim lessons allow swimmers to expand upon and receive more specific and individual instruction. Practices provide for both technique and endurance training, while lessons are designed for individual swim technique training. Look for sign up books by the family folders.

Forest Park Expectations of Coaches

The main focus of the Forest Park Swim Team is to teach correct stroke and turn technique. Often at the recreational level, time improvements are the result of stroke improvements rather than strength gained from training. The goal is for all Flyer swimmers to become proficient in all four strokes and turns, and enable each swimmer to understand methods of self-correction while in the water.

A primary focus will be to teach sound workout habits. This involves concentration, attentiveness, effort, and discipline. The swimmers will learn how to listen and focus on the coaches' instructions and comments. In this way, they will be able to gain the most understanding out of each practice.

The Forest Park Coaches will also stress that all swimmers enjoy their experience and learn the proper integration of work and play. The program will include activities that are non-athletic in setting and will be supportive of other activities such as soccer, baseball, school functions, etc.

We want this to be a positive and memorable experience for all swimmers on the team.

General

- Provide for a safe environment around the pool.
- Consistently provide advice and encouragement.
- Consistently exhibit a positive attitude.
- Every coach is encouraged to learn the name of every child.

Workouts

- Provide instruction to improve strokes, turns, starts/dives, and touches..
- Have a minimum of at least one coach for every two lanes. Each coach shall consistently be providing feedback on the above.
- Coaches of all 10 & under swimmers will spend time coaching in the water, especially at the start of the season.
- The Head Coach or one of the Assistant Coaches is to be available to provide additional instruction where necessary.

Meets

- Ensure that all 8 & younger swimmers (with shepherd help) are at the starting blocks with adequate time to prepare for their race.

- All 10 & younger swimmers shall have at least one coach in their lane providing encouragement and feedback after the event.
- Should a swimmer be disqualified, the coach shall clearly explain why the disqualification occurred.
- Encourage use of team banners and cheers before and during each meet.
- Participate in swimmer social events.

New Family Information

Welcome to all new Flyer Families! We are so excited to welcome you to our community and hope you love it as much as we do! In an effort to eliminate some of the confusion that comes with being new and to help you "plunge" right in and have fun, we would like to provide you with some basic information which we hope you will find helpful.

Please read the job descriptions enclosed in this packet. Do not worry about not knowing how to do a job. We were all new once and know the anxiety you may feel, so please do not panic. You will find that there is always someone near to help you.

Practices

Pre- season (spring) practice begins on Monday, April 10th and consists of afternoon practices. The summer schedule begins on Monday, June 12th and practices are held in both the morning and the afternoon. Morning practice is considered the primary practice and stresses endurance. Afternoon practice stresses stroke work. Swimmers are expected to attend at least one practice each day.

Many factors may affect when practices start and which age groups are in each session so the schedule in this handbook is always subject to change.

During practices, we ask that parents do not stand on the deck near the coaches or stand along the sides of the pool as this can be a distraction for coaches and swimmers. If you would like to talk to a coach about your child's performance, please approach them after practice.

For Swim Team Members that are not members of the Forest Park Swim Association: our Insurance Policy states that everyone must vacate the premises when not at practice, lessons, swim meets, or working.

Dual Meets

"Dual meets" are regular swim meets in which we swim against one other team. They are generally held on Wednesday evenings and Saturday mornings.

Evening meets typically begin at 5:30 PM. During home meets at Forest Park, swimmers are expected to arrive with adequate time so they can be in the pool at 4:15 PM for warm-ups. For away meets, swimmers are expected to arrive with adequate time so they can be in the pool at 4:45 PM for warm-ups.

Saturday morning meets typically begin at 9:00 AM. During home meets at Forest Park, swimmers are expected to be in the water at 7:45 AM for warm-ups. For away meets, swimmers are expected to be in the water at 8:15 AM for warm-ups.

Torture Week

In order to better prepare swimmers for our biggest meet, Concord City Meet, practice is expanded for one week during July. This week is referred to as Torture Week. There are separate Torture Weeks for swimmers ages 10 & under and 11 & up. During Torture Week, swimmers are expected to attend **both** morning and afternoon practices. Friday afternoon practice will be held **only** during Torture Week. Afternoon practices during this time are only for the swimmers participating in Torture Week. As an incentive, swimmers who miss no more than one practice during the week are awarded a special Torture Week T-shirt.

Fun and Social Events

The Forest Park Swim Team offers many fun and social events to build community. Some of the planned activities are: swimmer BBQ, swimmer pancake breakfast, beach trip, waterslides, team movie, pasta feed potlucks before two-day meets, pizza and awards after two-day meets, and Buddy Night.

There are also age group activities that are planned by a parent coordinator. Some events are already included in the Calendar of Events, but please be aware some events, dates, and times may change.

Swimming Buddies:

Each swimmer will be assigned buddies at the beginning of the summer swim season. This is designed to give swimmers a chance to get to know more of their teammates in different age groups. Each swimmer should spend some time getting to know their buddies over the summer.

Swimmers cheer for their buddies during swim meets and encourage their progress. They show spirit for their buddies by making posters for them and hanging them up at our two-day meets.

Buddy Night:

Buddy Night is an evening social event for the swimmers, which will include dinner, dancing, games, and fun. Approximately two weeks before the event, there will be more information posted as well as parent volunteer sign-ups for Buddy Night.

Two-Day Meet Invitationals

During the swim season, there are meets that we are invited to participate in and which are optional, although highly encouraged, for our swimmers. These meets require additional registration fees to be paid to the organization putting on the event, and each swimmer must sign up to participate. The two-day meets we participate in are:

1. Battle of Ages
2. East County Invitational (ECI)
3. Crossings Challenge
4. City Meet (funded by the team for all swimmers)
5. County Meet (Swimmers must qualify and are funded by the team)

Two-day meets are fun and an opportunity for swimmers to swim in “fast” pools and against multiple swimmers in their age group. Be prepared as these meets last most of each day. Parents will be asked to work one shift during each two-day meet that their swimmer(s) participate in. Job assignments will be available online. Practices will **NOT** be held on the Monday following all two-day meets.

What to bring to meets

- Team suit, goggles, deck shoes, swim cap (and a spare).
- At least two towels per swimmer.
- Sun hat, sunglasses, visor, umbrella, sunscreen (for parents too!)
- Lawn chairs, blankets or a sleeping bag to sit or lie down on.
- Jacket, parka, flannels or sweats.
- Diversions - books, newspaper, games, cards, crafts, etc. There is down time between swims.
- Plenty of fluids like Gatorade and water. For two-day meets, we recommend freezing some of the fluids the night before so they stay colder longer.
- All meets will have snack shacks to purchase food, but we recommend bringing an ice chest with healthy snacks and fluids.
- Pens, to jot down your swimmers times.
- Finally, show some team spirit. Wear team apparel and/or colors to the meet for the team. And if you want to make a sign, that would be great, too!

After your first few meets you will get an idea of what other families bring and many share their pop-ups and blankets. Look for information via email and posted at the pool. We are here to help you in any way we can to ensure your experience with Forest Park Flyers is a positive one. Please feel free to call or email us with any questions or concerns.

Welcome, Swim Fast, and Have Fun!

Parent Swim Meet Work Obligations - Job Descriptions

Welcome to Forest Park Swim Team! For returning families, what follows is a review of the jobs required to make each meet a success. Each family is required to fulfill a specific number of jobs each season based on the number of families and job responsibilities. For our new families, we hope this will help you select your work assignments and help you understand your responsibilities. We do require that each family shadow a position, other than Timer/Recorder, at one meet during the season for training and continuity purposes.

The most important thought to keep in mind is that every job is important. The most important job is yours. Each job ties together and all jobs must be done well to ensure a successful meet.

Parent Work Commitment:

Parent support is required to run swim meets. Each family is required to sign up for anywhere from 6 - 10 dual meet/job commitments based on the estimated number of families on the team. This requirement may change as the season progresses. We require that all families commit to their job assignments before your child can swim in a meet. All meet sheets will be marked "A" or "B", if applicable.

You may want to consider the type of meet when signing up for jobs. If you sign up to work a meet and cannot make it, **YOU** must find a replacement worker and notify the Jobs Coordinator.

Job assignments will be available around the end of April for the season. Families that have not signed up for work assignments timely will be assigned jobs from the remaining available jobs.

We will use email to assist in reminding you of your obligations.

Notes:

To ensure readiness for the meets, the setup and cleanup team **MUST** be able to arrive 1½ hours before the meet.

No Show Policy:

You are expected to be at your assigned post at the start of each meet. A "no show" equates to 30 minutes after the job starts per the schedule provided for each meet. **Each "no show" will cost \$50 to be deducted from your jobs deposit.** After a third "no show", your child will not be allowed to swim in a meet until arrangements have been made with the Swim Team Board. If you have not paid your "no show" fees, your child will not be eligible for awards at the end of the season.

Two-Day meets:

All families that participate in invitational meets (i.e., Battle, ECI, City Meet, etc.) are required to work at least one job during the meet. Sign ups for invitationals will be sent out prior to each meet rather than at the beginning of the season.

Trading Work Commitments:

In the event your schedule changes and you cannot perform your duty, it is **YOUR RESPONSIBILITY** to get a replacement. We will verify all job commitments at each meet, so it is important that your replacement advise the coordinator they are working for you.

SETUP AND CLEANUP:

At least six people are needed for one to 1.5 hours before and 45 minutes after each home meet. Setup includes connecting the lane ropes for warm-ups, installing six permanent starting blocks, placing six temporary starting blocks at the shallow end of the pool, stringing back-stroke flags, installation of the Starting System, putting out several long tables, removing and replacing the diving board, place EZ Ups and 30+ chairs in position for the timers and the meet desk. After the meet, all of the equipment must be taken down and stored neatly.

Advantages: The opportunity to watch the entire meet, socialize with the team and families and enjoy all the races.

Disadvantages: You must arrive early and leave late.

HEAD TIMER:

The Head Timer is responsible for the coordination of all timers and recorders. The head timer hands out the appropriate timing device and will conduct a time check with the starter to verify watches. The head timer provides backup times should any stopwatch fail.

Advantages: Poolside view of all races.

Disadvantages: Must pay close attention to the meet in progress.

TIMER/RECORDER:

As a timer, you are responsible for timing each swimmer in a given lane. In a dual meet, each lane has three timers. All timers work under the direction of the Head Timer. One timer in each lane will be given a stopwatch in case there is a problem with the timing system. In case of a malfunctioning watch or a missed start, the timer should notify the Head Timer for help. One timer will also be responsible for recording the stopwatch time. In races of age 8 and under, the timers must also help the recorder verify the swimmer's name so that the swimmer can be correctly credited with the appropriate time and assist some of our younger swimmers out of the pool.

Advantages: The opportunity to watch the entire meet from a poolside seat. There is no paperwork involved. This is a recommended job for new families.

Disadvantages: You must pay attention to the start and finish of each race in your lane. All swimmers in your lane are counting on you to do a good job.

RUNNER:

The home team supplies a runner who collects the event sheets from each lane and verifies that all the lane slips have been properly filled out. If the recorders do their job well, this job is not too difficult. The runner also collects DQ slips from the stroke & turn officials and brings them to the referee.

Advantages: The opportunity to know the official winner before anyone else. A poolside seat for all events.

Disadvantages: You will be "running" the whole meet. The only lull is during freestyle.

DESK:

This position requires two individuals that can run the meet software on the computer and manage the entries and score sheet. This position is always filled by a veteran team member that has had extensive training on the

software program.

Advantages: Poolside seating and ability to see all times.

Disadvantages: Must arrive early to set up the computer and stay late to reconcile the meet before leaving.

RIBBONS:

At a dual meet, a total of two ribbon positions are needed, one from each team. They place pre-printed labels onto the ribbons awarded to the swimmers and file them in the team folders. The league board voted to change the ribbon awards starting 2015. (It was noted that most older swimmers were throwing ribbons away, so the change was made in order to avoid unneeded expenses and waste). Our league and team awards ribbons as follows:

- Place ribbons are given to swimmers 12 and under only.
- Heat Winner ribbons and Participation ribbons are given to swimmers 8 and under only.
- For individual events, place winner ribbons for first, second, and third place are given at "A" meets, places first through sixth are awarded at "B" meets.
- For relay events, ribbons are given to the first and second place teams to 12 and under swimmers.

Advantages: Poolside seating and firsthand knowledge of winners. This position does not start until approximately ½ hour after the meet starts.

Disadvantages: You will stay after the meet is over to complete the ribbons and filing prior to cleaning up and leaving the desk.

ANNOUNCER:

The home team provides the announcer. The announcer uses a microphone to give the swimmers notice of which races are coming up so that the swimmers can prepare themselves and get to their lane assignments. The announcer also announces the winners of each event and periodically reports the score of the meet. It is important to pay attention to which event is taking place so that you may call the next swimmers in a timely fashion. You must also take care not to interfere with the starter. Some announcers provide music in between races. A good announcer must speak clearly and have voice projection. You must be heard, and understood, otherwise some swimmers may miss their race.

Advantages: Poolside seating and no paperwork. The opportunity to watch the entire meet.

Disadvantages: You must closely monitor the meet as it progresses.

SHEPHERD:

There are 2-4 Shepherds at each meet. Each Shepherd is responsible for one of the following groups: Age 6 and under boys, age 6 and under girls, age 7 & 8 boys, age 7 & 8 girls. Each shepherd collects their swimmers for an event and makes sure that each swimmer is in the correct lane. In the case of relays, they also ensure that the swimmers are on the correct end of the pool. The shepherd should confirm the correct swimmer name is on the recorder's sheet. Shepherds are encouraged to work together, especially during relays. This is the only job that has "breaks" and allows time to socialize. Parents of 8 and under swimmers will be required to attend a shepherding training session and sign up to shepherd at some meets. Parents of 8 and under swimmers need to help their children check-in with the Shepherd and assist with relays.

Advantages: Becoming friendly with all 8 and under swimmers and their families and having free time during the meet. This job finishes fairly early in the meet.

Disadvantages: Must locate and direct 6 to 16 swimmers for each event. Patience is a must!

FLOATER:

The responsibility of this job is to provide short breaks to the other workers, especially the timers and recorders. This is a full time job at the meet. You are constantly moving around to ensure the other workers have had a break. If there are not enough parents signed up for a particular meet, the person signed up for this job may be required to fill in for the entire meet and a break person will not be available.

MEET OFFICIALS:

These jobs require special training. Officials are required to wear a plain white shirt and dark bottoms.

REFEREE:

All meets must have a referee. The meet referee shall have full authority over all officials, enforce all applicable rules and shall decide all questions relating to the actual conduct of the meet, the final statement of which is not otherwise assigned by league and/or USS rules. We supply a referee for our home meets only. This job requires prior stroke & turn experience and training.

STARTER:

The home team provides an experienced, trained starter. The starter is responsible for overseeing the installation and testing of the starting system before the beginning of each home meet. During the meet, the starter must first verify that all swimmers have finished the prior event and have been removed from the pool. Then the starter will announce the age and race before calling the swimmers to the blocks. Lastly, the starter must know if a swimmer is in the correct "starting stance" and that all movement on the blocks has stopped before sounding the start. This job requires prior swim meet experience and Starter training.

Advantages: The starter has the optimal poolside view and establishes the flow of the meet.

Disadvantages: The starter must be very aware of the progress of the meet and must do his/her job well to ensure fair competition and a timely finish to the meet.

STROKE AND TURN JUDGE:

In a dual meet each team supplies at least one stroke-and-turn judge. These judges monitor swimmers in up to three lanes at a time. Stroke-and-turn judges will disqualify (D.Q.) any swimmer who does not execute the stroke and turn in the correct manner. This job requires Stroke and Turn training, attention to detail, and the ability to be impartial.

Advantages: Poolside view of the meet and a lot of exercise.

Disadvantages: Must have training and the ability to accept criticism.

Snack Bar:

The snack bar is handled separately from on-deck work requirements. A Snack Bar Crew is established each season. To be part of the crew, you are required to work ALL home meets or find a replacement for your commitment. Being part of the crew will eliminate your requirements for on-deck duties (recorder, timer, etc.).

The snack bar crew also provides hospitality to the meet workers.

Snack Bar Cashier:

Handles the snack bar cash box during all home meets. Collects money for snacks and gives change.

Advantages: Pool side viewing and only responsible for working home meets.

Snack Bar Barbecue:

The person barbecuing sets up and puts away the barbecue and cooks to order hot items at all home meets. Some meal may be required the day before meets. The barbecue person should arrive by 4:30 pm for night meets and 8:00 am for morning meets.

Snack Bar Counter Workers:

Snack bar counter workers assist with setting up the snack bare before all home meets. They also distribute snacks as requested to meet volunteers and assist in clean up at the end of each home meet.

Snack Bar Meal Preparer:

Responsible for preparing meals at home and transporting to the pool before home meets. The coordinator supplies the menu, food, and supplies to prepare for each home meet. Food must be ready to eat, at the pool, by 4:45 p.m. on Wednesday night meets and by 8:00 a.m. for Saturday meets.

Advantages: Job is done once meal is prepared. It is a less demanding job during swim meets.

Disadvantages: Requires prep outside of meet times.

Snow Cone Server:

Set up and clean up Ice Machine, Prepare ice shavings, make and sell snow cones.

Snack Bar Crew Shifts:

| Saturday Report Times | Wednesday Report Times | Jobs |
|-----------------------|------------------------|------------------------------|
| 7:00 AM | 3:00 PM | Coordinator |
| 7:30 AM | 4:30 PM | Meal preparer(s) |
| 7:30 AM | 4:30 PM | Cashier, counter worker(s) |
| 8:30 AM | 4:30 PM | BBQ set up and begin cooking |
| ~12:30 PM | ~9:00 PM | Clean-up |

Parent Power Positions

In addition to opportunities to fulfill job requirements at swim meets, there are several other positions that assist in making this a successful swim season for everyone! Due to the time required to fulfill these positions, **two job credits are awarded for each Parent Power Position a family holds.**

Age Group Activity Coordinator(s):

| | |
|-----------------------------------|---------------------------------|
| 10 & Under Sleepover | <u>OPEN</u> |
| 11 and up event | Amy McHuron |
| 15/18 Camping Trip | <u>OPEN</u> |
| Welcome BBQ | <u>OPEN</u> |
| Swim-a-thon Pancake Breakfast | <u>OPEN</u> |
| Buddy Night | Hospitality/Spirit Coordinators |
| Pasta Feed/Potato Bar Coordinator | <u>OPEN</u> |
| Coaches Appreciation | <u>OPEN</u> |
| Team Slide/Video Show Producer | Coach Jeff |

Age Group Activity Coordinator:

A parent volunteer from each age group, or collection of age groups, will plan and organize an age group party. Each coordinator will pick an activity, advertise the event, and organize the activity.

Welcome BBQ:

Organizes the welcome BBQ for all swimmers and their families. Handles all preparation, set-up, clean-up, and requesting volunteers for the event.

Swim-a-thon Pancake Breakfast:

Organizes the swim-a-thon pancake breakfast for all swimmers and their families. Handles all preparation, set-up, clean-up, and requesting volunteers for the event.

Buddy Night

Responsible for organizing the activities of buddy night. Coordinates entertainment, games, food, drinks, decorations, chaperones, coordinates the water polo game for the 13 & up swimmers, and cleans -up at end of evening.

Pasta Feed/Potato Bar Coordinator:

Organizes a “carb load” event for all swimmers and their families before each 2-day swim meet. Handles all preparation, set-up, clean-up, and requesting volunteers for the event.

Coaches Appreciation

Responsible for organizing the activities and gifts for Coaches Appreciation Week.

Team Financial Obligations

At Forest Park, we strive to make our dues affordable for all families. Although dues have increased from the 2022 season, we are confident you will find these rates competitive with surrounding swim teams. Dues must be paid in full by Saturday, May 20, 2023 or an additional \$50/swimmer fee will be incurred. All dues must be paid in full by June 30, 2023 or the applicable swimmer(s) will not be allowed to continue on the team. Swimmers are allowed a one-week trial period with the team before all obligations are due.

| FPSA Associate Member(s) (Swim Team Only) | | | | | | | | |
|---|-------|---------------|------------|---------------------|-------------|-----------------------|--------------|---------|
| Swimmers | Dues | Dues Subtotal | Splash Fee | Splash Fee Subtotal | Fundraising | Fundraising Subtotal* | Job Deposit* | Total |
| 1 | \$375 | \$375 | \$200 | \$200 | \$100 | \$100 | \$100 | \$775 |
| 2 | \$360 | \$735 | \$150 | \$350 | \$100 | \$200 | \$0 | \$1,385 |
| 3 | \$345 | \$1,080 | \$100 | \$450 | \$100 | \$300 | \$0 | \$1,930 |
| 4 | \$330 | \$1,410 | \$100 | \$550 | \$0 | \$300 | \$0 | \$2,360 |
| 5 | \$315 | \$1,725 | \$100 | \$650 | \$0 | \$300 | \$0 | \$2,775 |

Associate Members are those that join the pool for the exclusive purpose of participating on the Swim Team. They can use the pool and facilities only for practice and Swim Team events. Those that are associate members may not stay for recreational swimming after practices or meets.

| FPSA Pool Member(s) | | | | | | | | |
|---------------------|-------|---------------|------------|---------------------|-------------|-----------------------|--------------|---------|
| Swimmers | Dues | Dues Subtotal | Splash Fee | Splash Fee Subtotal | Fundraising | Fundraising Subtotal* | Job Deposit* | Total |
| 1 | \$375 | \$375 | \$0 | \$0 | \$100 | \$100 | \$100 | \$575 |
| 2 | \$360 | \$735 | \$0 | \$0 | \$100 | \$200 | \$0 | \$1,035 |
| 3 | \$345 | \$1,080 | \$0 | \$0 | \$100 | \$300 | \$0 | \$1,480 |
| 4 | \$330 | \$1,410 | \$0 | \$0 | \$0 | \$300 | \$0 | \$1,810 |
| 5 | \$315 | \$1,725 | \$0 | \$0 | \$0 | \$300 | \$0 | \$2,175 |

*Each family is responsible for a \$100 job deposit and \$100/swimmer (max \$300 per family) fundraising deposit. These deposit(s) will be returned upon fulfillment of these obligations.

| Dues Discount Opportunities | |
|-------------------------------|--|
| First time Flyer Family | \$100 discount |
| Refer a Friend | \$50 per family referral that joins team/pays all dues |
| 15-18's on a High School Team | \$275 / swimmer dues |

Mini-Flyer Program

Mini-Flyers is designed for the purpose of preparing young children and new swimmers to advance to the swim team. Mini-Flyer coaches will work with up to 3 children at a time. All potential Mini-Flyers will need to attend a tryout before the season starts. Tryouts are currently scheduled for Friday, March 31st and Saturday, April 1st. Mini-Flyer dues are the same and they participate in all of the same activities as the rest of the Swim Team except for the following:

- Mini-Flyers are not required (but encouraged!) to Fundraise.
- Mini-Flyers are not required to fulfill job requirements unless they join the team, and then their job requirements will be prorated for the remainder of the season.
- Mini-Flyers will not be assigned buddies unless they join the swim team.

Fundraising Obligation

Because the cost to run the swim team exceeds the amount collected from swim team dues, an additional \$100.00 of fundraising must be earned for each swimmer up to a maximum of \$300 per family. Fundraising applies to pool and associate member swimmers. Fundraising dues are collected at registration and are returned to families if fulfilled. The deadline for fundraising is July 15th. Fundraising opportunities are briefly outlined below, but more information will be available as the season progresses.

1. **SWIM-A-THON:** This is our biggest fundraiser and all swimmers are encouraged to participate! All participants will receive an incentive prize for participating, and additional prizes based on the total amount raised for each swimmer. Each swimmer collects sponsorships from friends and family and then swims laps for a specified period of time based on their age. At the end of the event, funds are collected from sponsors. All funds will be applied against a family's fundraising obligation.
2. **Raise Right:** Raise Right is an app that allows participants to purchase gift cards/scrip from hundreds of retailers, and a percentage of the purchase is donated back to the team. The app can be downloaded from the Apple or Play stores. The enrollment code for FPST is: **H19GLU75LSCQ**

2022 Award Recipients

Please join us in congratulating our 2022 Award Recipients! Bravo Flyers!

| | |
|--|--|
| <p><u>COACH'S AWARDS:</u> Jeff: Elle Zane Kelly: Makayla Stewart Bonnie: Wambui Wesonga Jadelen: Nanjala Wesonga Jasmine: Gwen Cummings Saylor: Gino Rubio</p> <p><u>MOST VALUABLE:</u> 11-up Boy: Ben Duran 11-up Girl: Alexis Steffensen 10-under Boy: Nolan Johnston 10-U Girl: Eve Kirby</p> <p><u>MOST DETERMINED:</u> 11-up Boy: Nye No 11-up Girl: Emma Tayas 10-Under Boy: Cole Cummings 10-under Girl: Karina Valencia</p> <p><u>ROOKIES OF THE YEAR:</u> BOY: Elijah Laurie GIRL: Olivia Carlson</p> <p><u>Outstanding Girls Relay:</u> 13-14 Girls: Brooklyn Henggeler, Emma Tayas, Makayla Stewart, Hailey Hix</p> <p><u>All County Times:</u> Alexis Steffensen</p> <p><u>10 Year Award:</u> Hailey Hix, Rowan Vecchio</p> <p><u>Joel Dawson Award:</u> Bella Valero</p> <p><u>Mini-Flyer of the Year:</u> Lincoln Berg</p> | <p><u>MOST IMPROVED:</u> 11-up Boy: Joseph Valencia 11-up Girl: Madine Wohali 10-under Boy: Ryan Carlson 10-under Girl: Simone Ilegbodu</p> <p><u>MOST DEDICATED:</u> 11-up Boy: Kahil Padilla 11-up Girl: Brooklyn Henggeler 10-under Boy: Shia Padilla 10-under girl: Summer Elzey</p> <p><u>SPORTSMANSHIP:</u> 11-up Boy: Ryder McHuron 11-up Girl: Hailey Hix 10-under Boy: Jude Willms 10-under Girl: Briana Velasco</p> <p><u>Teresa Satmary Award for Most Outstanding 7-8:</u> Lilly Cochnauer</p> <p><u>Outstanding Boys Relay:</u> 11-12 Boys: Kayro Gonzalez, Ryder McHuron, Jaden Nieves, Joseph Valencia</p> <p><u>Graduation Awards:</u> Jasmine Kohlmeyer, Bella Ramirez</p> <p><u>Mark Ayers Award for Most Inspirational:</u> Emma Tayas/Makayla Stewart</p> <p><u>Mini-Flyer Helper of the Year:</u> Alexis Pattison</p> <p><u>Jeff Mellinger Coach Of The Year:</u> Jasmine Kohlmeyer</p> |
|--|--|

Forest Park Award Definitions:

Above all, Forest Park encourages that each swimmer keep improving. Incentives are offered for swimmers as they reach certain time goals based on the Contra Costa County qualifying times (when available, these times will be added to the very end of this Parent Handbook). A Star Chart is displayed at the pool listing all swimmers, each stroke/event, and what color level they have achieved. The levels are broken down as follows:

- Yellow
- Purple
- Bronze
- Silver
- Gold (County Qualifying Time)

The team also has a Swimmer of the Week program, where we recognize swimmers that have exemplified team spirit or have achieved certain time goals or improvements.

Most Improved: based on total # of PBs, total amount of time improved in specific events, skill and/or technique improvement, and maintaining a positive attitude and regular participation in practices/meets.

Most Valuable: most likely given to those who dominate scoring in meets and high performance levels in all competitions. Also taken into account is maintaining a positive attitude towards coaches, teammates and competitors; remaining motivated and hard-working in practice.

Most Dedicated: Based on regular attendance at practice (double workouts considered) and regular participation in meets. Someone who is proud to represent FP and does his/her best to show it by cheering/supporting others and maintaining a positive attitude in any situation. He/she makes extra effort to show all the positive aspects of a Flyer.

Most Determined: Someone with an intense desire to succeed in whatever goals he/she sets out to accomplish. He/she focuses on working hard in practice and continuously seeks improvement.

Sportsmanship: Someone who always treats coaches, teammates, officials, and parents with respect. He/she is constantly cheering for others at meets and makes encouraging remarks before and after races. He/she is an energetic and enthusiastic member of the team and a positive influence on others.

Flyer of the Year: A rare award in which a swimmer must encompass aspects of *each* of the previous 5 awards.

Ironman Award: Another rare award given only to a swimmer who commits an extreme amount of time to swimming and dedication to practice attendance, while also completing the practices with a positive attitude.

Coaches Award: Each coach sees a swimmer that stands out in their mind, for a certain reason, above everyone else. This swimmer does something memorable whether it is continuous hard work in practice, continual positive outlook, or someone who may not ever receive a "special award" but did something that the coach deemed distinctive. This award is always at each individual coach's discretion.

Most Outstanding Relay: Given to 4 swimmers from one age group who thoroughly dominated their relay events, together throughout the year.

Rookie of the Year award: Given to one boy and one girl who are in their first season at Forest Park.

All 5 County Times: Given to anyone who performs the exceptional feat of achieving all 5 County Qualifying

times during the year.

10-Year Award: Given to anyone who has completed 10 years of being a Flyer.

Graduation Award: For our graduating high school seniors.

Teresa Satmary Award for Most Outstanding 7-8: This award is given in honor of Teresa, who as a 7-8 on Forest Park years ago, was an unbelievably talented and gifted swimmer. She passed away in a car accident as a teenager.

Joel Dawson Purple Power Award: This award goes to a member of the team that embodies the spirit of a Forest Park Flyer in all their actions and attitude.

Mark Ayres' Award for Most Inspirational Swimmer: This award is voted on *by* the swimmers *for* the swimmer that inspired them the most to do their best and above all, become a better all-around swimmer. It is now named in honor of a former Forest Park swimmer, Mark Ayres, who inspired countless others with his upbeat attitude and charismatic personality. He passed away in a cliff diving accident at the age of 21 in the year 2000.

Swimmer of the Week: Given each week to swimmers who demonstrate great improvement in meets, excellent workout ethic, new County, "A" or "B" times, or something else at the coach's discretion.

Swimmer Code of Conduct

Forest Park Swimming Association and Swim Team supports and promotes an environment where members and guests can enjoy this family friendly facility.

The undersigned athlete(s) participating with/for the Forest Park Swim Team agrees to abide by the guidelines outlined below in addition to those established by the staff.

- Swim for the fun of it, not just to please your parents or coach.
- Make every team practice, meet participation, and activity as an opportunity to learn.
- Represent FPST with excellence, respect, team spirit, and politeness.
- Follow the directions of the coaching staff, respect official instructions and designated chaperones. Disrespect or failure to obey instructions will not be tolerated from any athlete.
- Practice good sportsmanship at all times to the team members, coaches, competitors, officials, parents, and for all facilities and properties used during practices, competitions, and team activities.
- Be punctual and arrive on time for all practices, meets, and team events. Pool time is very valuable.
- Attend all team meetings, practice sessions, and swim meets (if registered for meets), unless excused by staff or have made special arrangements with a coach.
- Be an active participant in all team practices, competitions, fundraising events, and other team activities.
- Swimmers must notify the coach, in advance, if they are planning to leave practice or swim meets early.
- Wear appropriate team swim suits and team caps at all swim meets. This displays team pride and also makes it easier to identify swimmers on the blocks and in the water.
- Focus on every drill and every set. Be committed to putting forth your best effort every day. An honest effort does not include cutting laps, pulling on lane lines, or missing send offs/sets.
- Disruption of practice by an athlete will be grounds for removal. Continual cheating in a practice will be considered a disruption of practice.
- Pay attention and follow all of the coach's instructions completely and exactly. If clarifications are needed, ask questions politely.
- Use appropriate language. Use of profane or abusive language or obscene gestures will not be tolerated.
- Dishonestly, theft, and/or vandalism will not be tolerated.
- Indiscreet or destructive behavior will not be tolerated.
- Every effort should be made to avoid guilt by association with such activities as those listed above.
- There shall be no drinking of alcohol or use of tobacco products or illegal drugs or any substances banned by USA Swimming.
- Swimmers are expected to respect each other. Fighting, intentional touching or striking another athlete will subject the swimmer to the most severe discipline.
- Swimmers are expected to follow the spirit of the rules as well as the specific rules. The coach must adapt this philosophy to an infinite number of situations. Swimmers are asked to respect the coach's directions and give their full cooperation. Cooperation with teammates and staff will produce a productive practice environment and competitive environment for all.

Violation of the Code of Conduct by Swimmers

The following penalties for violating the Forest Park Swim Club's Code of Conduct include, but are not limited to, the following penalties:

- The swimmer will be given a verbal warning.
- The swimmer will be pulled out of practice in addition to a verbal warning and the coach will contact the parent.
- Before coming back to practice, the swimmer will need to be accompanied by a parent and the parent will stay for the duration of practice for four (4) consecutive days.
- If the swimmer continues his/her bad behavior, he/she will be suspended for one (1) week (there will be NO prorated fee in the event of disciplinary action). If the swimmer's disciplinary problem continues, the swimmer and parent will meet with the coach to discuss the problem further.
- Some offenses may result in immediate termination of participation on the swim team. No dues or fees will be reimbursed in this situation.

All swimmers ages 9 and above are required to sign this Code of Conduct, including their guardian(s). All swimmers under age 9 must be signed by a guardian. A signed Code of Conduct must be on file for a swimmer to participate in any Swim Team functions.

Swimmer name, signature

Guardian name and signature

Swimmer name, signature

Guardian name and signature

Swimmer name, signature

Date Signed

Swimmer name, signature

Swimmer name, signature

Thank you for your cooperation and assistance in maintaining a safe and enjoyable environment.

Swim Fast! Have fun!

The Board of Directors and Coaches of Forest Park Swim Team

Glossary of Terms

- Paddles: Thick and made out of plastic, rubber straps keep them on your hands. They build arm, back and shoulder muscles and allow for a better feel for the water.
- Fins: Also called “flippers”. They are good for building leg muscles and helping a weak kick.
- Kickboard: Also called a “board”. Used in kicking sets to keep upper body above water.
- “Tech” Suit: A suit made specifically for racing *only*. Severely cuts back on the drag created by the water and allows for faster swims. Examples: Aquablade, Fastskin, Swift, “paper suit”.
- “Drag” Suit: A suit made specifically for practicing. Creates more drag thereby forcing the swimmer to exert more energy to move through the water, thus helping build more power/endurance/muscle.
- Pull Buoy: Piece of shaped Styrofoam that goes between legs for buoyancy and to keep the legs from kicking so the concentration can be placed on the arms.

Practice:

- “K”: Kick; with or without board, with or without fins.
- “P”: Pull; always with a pull buoy.
- “S”: Swim; regular swimming with no paddles/boards/fins/buoys
- “D”: Drill; Laps done to work on specifics of a stroke by changing up the stroke so that A) the arms and/or legs move at a different temp than usual, B) More/Less arm strokes/kicks taken than usual or C) Arm strokes are done in a certain pattern to simulate proper technique.
- Circle Swimming – Performed by staying to the right of the black line when swimming in a lane to enable maximum use of pool space. It is VERY important to circle swim to avoid crashes.
- Build-up - To increase intensity and speed over the course of a swim. Can refer to one repeat or an entire set.
- “25” - One lap = 25 yards
- “50” – Two laps = 50 yards
- “100” - four laps = 100 yards
- Hypoxic: sets where the goal is to hold the breath, sometimes doing a lap without breathing, to prepare the lungs to operate at a deprivation of oxygen during races.
- Vertical kicking - Kicking done in a vertical position in deep water.

Drills (Sample)

- “CU”: Catch-up Freestyle: Holding one arm out in front, while waiting for the second one to stretch parallel. Only then may the first arm begin its pull pattern.
- “One-arm”: Can be done with any of the four strokes in any specific pattern. But in general it just means the swimmer concentrates on one-arm at a time.
- “FD” or “FTD”: Fingertip Drag Freestyle:
- Sculling: Head down, light freestyle kick, hands out front. Slide the palms out past shoulder-width and then back together. To propel oneself by gently moving the hands back and forth in the water. Used as a drill, in a variety of positions, to learn to “feel” the water.
- “3, 5, 3” or “5, 7, 5”: These are 75’s. Many people confuse the numbers as meaning number of breaths per lap. The numbers stand for *number of strokes between breaths*. Example: Lap one you take a breath every 3 strokes, lap two would be every 5 strokes and lap three, every three strokes. This way, you are alternate- breathing to balance the stroke.

Clock

- Top: When the arrow gets to the top, or 60, on the clock. Example: “Leave on the top.”
- Bottom: When the arrow gets to the top, or 30, on the clock. Ex.: “Leave on bottom.”
- Interval(s): Time given to the swimmer to complete a certain distance. Ex.: “Five 50’s on the 1 minute.”

Would mean you have 1 minute to complete a 50 before you have to leave for another.

Meets:

- Clerk of the Course: At big meets, swimmers must check-in at the Clerk of the Course and sit on benches for about 15- 30 minutes prior to their race. This keeps them in order to assure they swim.
- Shepherd: At dual meets, shepherds line up the 6-under and 7-8 age groups and get them behind the blocks before their races.
- D.Q. or Disqualification: When a swimmer commits an infraction of the swimming rules, they are considered disqualified and their race neither scores points nor counts as an official swim.
- Circle Seeding: A method of seeding swimmers (at big meets only) when they are participating in a prelims/finals event. The fastest 18 to 24 swimmers are seeded in the last three heats, with the fastest swimmers being in the inside lanes.
- False Start: When a swimmer leaves the block prior to the sounding of the horn. Also, a swimmer may move on the block causing someone else to jump early. The swimmer who moves will be charged with a false start and disqualified. If a relay swimmer leaves the block before the next member of the relay has touched the wall, that relay is disqualified.
- Warm-down: The recovery swimming a swimmer does after a race when pool space is available.
- Warm-up: The practice and "loosening-up" swimming session a swimmer does before the meet or their event is swum.
- Double-whistle - The indication from officials that the next heat of swimmers is about to be called to step onto the blocks for their race.
- Long whistle - At a meet the starter will sound one long whistle as a signal to swimmers in the race to step onto the blocks. In a backstroke race, this is the signal that swimmers may jump into the water.

Qualifying times:

- "B" time: Once the "B" time has been achieved, the swimmer is allowed to swim that event at the League Championship meet.
- "A" time: Once the "A" time has been achieved, the swimmer may no longer swim that event at a "B" meet.
- "County" time: If the County time is achieved, the swimmer is eligible to swim at the County Championships meet at the end of the season.

General:

- Taper: During taper, the swimmer reduces the intensity and length of workouts in the weeks or days leading into an important race. This allows the body to fully recover, or repair itself, from the training of the previous weeks and months. To get the most out of the taper, swimmers can shave arms legs and exposed torso to reduce resistance, aid in the dissipation of lactic acid, and heighten sensation in the water. Some swimmers will taper for League, others for county, but it's important for ALL swimmers to attend practice during the taper portion in order for the muscles to get used to swimming while rested.
- Long Axis Strokes: Freestyle and Backstroke are so named because of the body roll along the vertical axis of the body
- Short Axis Strokes: Breaststroke and Butterfly are so named because of the undulation of the hips along the horizontal axis of the body.
- Break out - The moment when a swimmer breaks the surface of the water after pushing off the wall or after their start. Generally refers to the transition from underwater kicking to swimming full strokes.
- Streamline - The most hydro- dynamic position a swimmer can have in the water. Arms are straight above the head, squeezing the ears; hands are sandwiched one on top of the other; legs and feet are pressed together, with toes pointed. Very important to always be in a streamline after the start or push from the wall.