

# Chantilly Highlands Dolphins



**Parent Handbook**

***<http://www.CHDolphins.net>***

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## Introduction

Welcome to the **Chantilly Highlands Swim Team**, the *Dolphins*. This handbook provides an overview of the team's objectives and policies and of the responsibilities of the parents, swimmers, and coaches.

All policies and procedures documented in this handbook are subject to the discretion of the Swim Team Committee and the Swim Team Coaches.

## Objectives

Generally stated, the purpose of our swim team is to enable our children to enjoy the sport of swimming, consistent with their abilities, in a competitive environment. We strive to build individual skills as well as team spirit and sportsmanship.

Specifically, the philosophy and goals of our coaches and our organizers will be to:

- ◇ Develop self-esteem, confidence, and a sense of personal achievement for each swimmer, by teaching sound swimming mechanics and techniques. Develop team spirit by teaching discipline, responsibility, and commitment.
- ◇ Learn how to accept both victory and defeat gracefully.
- ◇ Provide an environment of healthy competition in which each individual can succeed by improving his/her time and skill level.
- ◇ Provide an enjoyable social experience for swimmers and their families.

To ensure the safety of all swimmers, each swimmer must begin the season with a level of swimming skill deemed acceptable by the head coaches. Swim team will improve on stroke mechanics, but are not swim lessons or a learn-to-swim program.

## Organization

The Dolphins are members of the **Colonial Swim League (CSL)**. We participate in swim meets with other member swim teams within the league. Our meets are conducted under the official rules of the CSL, as stated in its By-laws.

The Dolphins are a **Chantilly Highlands** neighborhood organization. Our practices and home meets are held at the Chantilly Highlands Pool.

The all-volunteer Swim Team Committee is responsible for the continued operation and success of the Dolphins. The committee works year round to coordinate with the CSL, hire coaches, schedule meets and practices, schedule social events, and organize many other activities to ensure everyone has a fun-filled summer.

## Colonial Swim League of Northern Virginia

The **Colonial Swim League (CSL)**, which was founded in 1962 to sponsor competitive swimming among community swimming organizations in Northern Virginia.

The objectives of the CSL swimming program are:

- ◇ To foster a high level of competition by grouping teams of comparable strength in the same division in accordance with the League team seeding procedure.
- ◇ To develop the potential of individual swimmers of different ages and abilities by sponsoring a full summer dual-meet season concluding with Divisional Qualification Meets and a Colonial CSL All-Star Meet.
- ◇ To single out for distinction individual swimmers, age groups and teams.

The CSL currently consists of 24 swim teams. The teams are divided into four divisions (Red, White, Blue, and Gold) depending on competitive strength. Each year the CSL evaluates the teams' performances during the previous season and then determines the teams' Division placements and meet schedules. The Dolphins swim competitively in Saturday "A" dual meets. In addition, they swim in Wednesday evening "B" developmental meets that are not scored, but are essential to the development of all the swimmers.

## ***Swimmer Eligibility***

We are a neighborhood swim team. All swimmers must be current residents of Chantilly Highlands with full pool privileges as indicated in the Chantilly Highlands Homeowners Association (CHHA) Pool Rules.

All swimmers must be between 4 and 18 years old of June 15<sup>th</sup>. (The Head Coach has the discretion to evaluate and approve swimmers under 5).

This is a competitive swim team. A minimum swimming level is required, and the following swimmers must attend a swimmer evaluation at the beginning of the season. This evaluation generally consists of observing the swimmer while he/she swims the length of the pool freestyle & backstroke. Swimmers do not need perfect strokes, but must meet the minimum requirements outlined below. In addition to swimming ability, comfort in the water and in the group setting, age, and maturity are considered.

### **Who must attend the evaluation:**

- Anyone new to the team (regardless of age)
- Any returning swimmer (regardless of age) who did not participate in a meet the previous season and achieve a legal time in at least freestyle
- Any returning swimmer who was a mini or junior in the previous season.
- Any swimmer (age 9 or under) registering to attend Camp Practice

## ***Mini Dolphins***

For swimmers who are not ready for the competitive team, but are interested in being on the team in the future, we offer the Mini Dolphins. Generally, these are our youngest swimmers who are comfortable in the water, will put their face in the water, and will attempt to swim. Mini Dolphins are ages 4-6 (7 year olds MAY be added with coach approval). All swimmers 5 and under may only join the program upon discretion of the head coach. Only those participants who are determined to be comfortable in the water and comfortable in a group setting, and those who have the maturity and attention span required to ensure the safety of all swimmers will be considered. In order to ensure the safety of these swimmers, the size of this group is limited. Mini Dolphins begin practice the day after school gets out.

## ***Junior Dolphins***

This group is for swimmers generally ages 6-8. 9 year olds MAY be accepted only with coach approval. Swimmers must be able to make it across the pool (or almost across) in at least freestyle. These swimmers aren't quite ready for the training ritual of the 8 & Under practice group, but are often competing in at least one stroke. The Head Coach determines whether a developing swimmer is a Mini, a Junior Dolphin or an 8 & Under swimmer, and will often move swimmers from group-to-group as the summer progresses. Junior Dolphins, like the minis, do not start practicing until school is out due to lane restrictions.

## ***Age group Swimmers***

For age group swimmers, there are minimum requirements to be on swim team:

**8&Under:** At a minimum, must be able to swim 25 meters freestyle completely unassisted (by lane line, pool bottom, kickboard, or coach) No exceptions.

**9/10 group and older:** At a minimum, must be able to swim 50 meters freestyle completely unassisted (by lane line, pool bottom, kickboard, or coach) No exceptions.

## ***Registration***

A link to online registration will be available on the Dolphins website, [www.CHDolphins.net](http://www.CHDolphins.net) when registration opens each season. Registrations dates are announced by email and are posted on the website. No swimmers may be registered after registration closes – this is a CSL rule and there are no exceptions.

Registration fees are non-refundable except under the following circumstances: moving out of the neighborhood, illness, injury, or other extenuating circumstances if this occurs prior to the start of the season. All refunds must be requested by email to [CHDolphins@gmail.com](mailto:CHDolphins@gmail.com). Refunds may be refused and/or prorated at the sole discretion of the Swim Team Committee.

## ***Responsibilities***

### ***Coaches***

The head coaches are responsible for training and motivating our swimmers while enforcing safety and appropriate poolside behavior. They establish practice group assignments, determine practice lane assignments, and create meet line-ups. Head coaches may dismiss any swimmer displaying poor behavior during practice or meets. The head coaches also supervise and develop assistant coaches.

#### *Concussion Protocol:*

1. All of our coaches take or show prior proof of taking a concussion protocol course.
2. Coaches will remove any swimmer from active swimming in a meet or practice in the event they are exhibiting concussion like symptoms.

### ***Parents***

Parents have an important role in providing a supportive atmosphere for swimmers and coaches. Parental involvement and encouragement are essential elements in a successful swimming program. Parents are also responsible for the conduct of their non-swimming children and guests at practices and meets. Parents are encouraged to observe practices and meets from a distance and should not interfere with coaching. Discussions with the coaching staff should take place outside of practice time.

A large number of parent volunteers is absolutely essential for the successful completion of swim meets. Nearly fifty adults are needed to support the execution of a swim meet. Social activities also require volunteers to organize and coordinate. In order to ensure a successful season, all swim team families are required to fulfill a minimum of seven volunteer "slots". Additional information about volunteering, including descriptions of volunteer positions, is found later in this handbook.

The Dolphins follow CHHA pool guidelines regarding the minimum age to be at the pool without a parent or guardian. Currently, the minimum age is 11 years. All swimmers ages 10 and younger must be accompanied by a responsible person, defined as a parent, guardian, or other individual, 14 years old or older, designated by a parent.

### ***Swimmers***

Swimmers will conduct themselves at practices and meets so as to exhibit good discipline and sportsmanship toward all swimmers, coaches, and volunteers. Any swimmer not adhering to this guideline, by the discretion of the coach, meet officials or swim team committee, may be suspended from practices, meets, social events or expelled from the team.

Swimmers must demonstrate minimum swimming proficiency. If the coaches feel a swimmer places himself or other swimmers at risk of injury due to a lack of discipline or ability they may ask that swimmer to leave the team.

Swimmers should arrive promptly for practices and for meets. Swimmers should leave the pool area once their practice time is over to allow for the next practice group. Swimmers are expected to participate in at least two team practices during the week to be eligible to swim in that Saturday's Dual Meet. Coaches may work with club swimmers to find an equitable compromise to this policy when necessary. Swimmers must notify the coach in

advance if unable to attend the meet. Additions and/or omissions to the meet will be at the coach's discretion. It is the sole discretion of the coaches as to the degree of participation during practice.

Swimmers must wear a **current** team suit at all meets. Team caps are required for all swimmers whose hair is long enough to get in their face when swimming.

## **General Information**

### **Swim Team Practices**

Regular practice is essential for a successful swimmer. During practices, swimmers learn the rules of competitive swimming, improve strokes, and build strength and endurance. Practices begin the day after Memorial Day with afternoon practices. Afternoon practices continue each weekday through the last day of school. Morning practices begin the day after the last day of school. Practice times are determined by age group, although coaches may assign a swimmer to a different practice time at their discretion. Practice times are shown below.

**Camp Practice:** This practice is from 7:00-7:45 AM. Camp Practice was primarily designed to meet the needs of children who attend lengthy summer camps and younger swimmers who have daycare needs. Swimmers who are 8 and under may join this practice group **ONLY** if they are able to handle the training ritual of the 8 under practice (which includes swimming laps). Mini and Junior level swimmers will not be allowed to attend this practice group. The Head Coach has discretion with Camp Practice, and may ask a younger swimmer to move to a later (more appropriate) practice group if necessary. Swimmers who need to attend camp practice for the summer, must choose this practice group during registration as their primary summer-long practice group. We recognize that other summer activities may occasionally conflict with swim practice. Swimmers who want to join camp practice for a short period of time need to get the permission of the Head Coach.

**When does practice end?** For most swimmers, the end of the season is defined by the last scheduled Wednesday night B-Meet and continues until Friday of that week. Swimmers participating in Divisionals and Mini Dolphins will continue to practice during the week prior to Divisionals. Swimmers who qualify for All Stars will continue to practice during the week prior to All Stars. Practice times for these weeks will be announced by the coaches.

**CURRENT practice schedule (Tentative) – This is subject to change every season based on registration numbers per age group!**

<b>Before School Is Out</b> Monday – Friday		<b>After School Is Out</b> Monday – Friday	
8 years old & under (no Mini or Jr. Dolphins)	6:00 PM - 6:45 PM	Camp Practice	7:00 AM – 8:00 AM
9 – 10 year olds	6:45 PM - 7:45 PM	9 – 10 year olds	8:00 AM – 9:00 AM
11 years old & over	7:45 PM - 8:45 PM	11 years old & over	9:00 AM – 10:15 AM
		8 years old & under	10:15 AM – 10:55 AM
		Jr. Dolphins	10:15 AM – 10:45 AM
		Mini Dolphins (2 groups)	
		10-10:30 and 10:30-11 AM	

### **Inclement Weather**

Rain - We Swim In It! Always report to the pool for a meet and practice despite the weather conditions!! The coaches determine if there will be practice. League officials determine if a meet will be cancelled/postponed or rescheduled. In the event of thunder and/or lightning, county regulations require that the pool area be cleared immediately. The pool deck must remain cleared for 45 minutes after lightning and for 30 minutes after thunder. When possible, notification of a cancellation or delay will be made on the Dolphins website and by email.

## ***Spirit Wear***

**All swimmers are required to wear the current team suit.** The Dolphins team colors are purple and white. New team suits are selected every two years. All swimmers should wear the designated team suit during all meets. Team caps are required for all swimmers whose hair is long enough to get in their face when swimming. The Dolphins also offer a line of Spirit Wear items, including pajama pants, sweatshirts, t-shirts, shorts, polo shirts among other items. All Spirit Wear items, except the team suit, are optional.

## ***Communication***

Given the size and the various interests and activities of our swim team families, communication can sometimes be difficult. Swimmers will be given reminders at practice, but parents must also take responsibility for being informed.

## ***Family Folders***

Each swim team family has a Family Folder in the Dolphins' file boxes. The Dolphins' file boxes are available at all practices and should be checked daily. Social activity announcements and ribbons are placed in each family's folder. Each coach also has a folder in the Dolphins' file boxes. Written communication may be left for coaches in their folders.

## ***Web Site***

The Dolphins' Web Site, [www.CHDolphins.net](http://www.CHDolphins.net), is our primary source of communication. The website has the team calendar, practice updates, documents, meet results, contact information, directions to swim meets, and other important information. If you need assistance navigating the website, please reach to a committee member.

## ***Bulletin Board***

The Dolphins' Bulletin Board is located in the pool house lobby, just inside the entrance on the left.

## ***Email***

The email address you specified when you registered your child(ren) for the team is used for all email communication.

## ***Social Media***

The Dolphins will have a Facebook Page and Instagram beginning for 2018 season.

## ***Practice Etiquette***

- Please have your swimmer ready to get in the water (that includes suit, cap, and goggles!) at the beginning of her practice/warm-up time.
- All swimmers should wear racing attire to practice. This does not have to be a team suit. Less expensive "close-out" suits are available at local retailers (i.e., Aardvark, Cassel's). *Bulky swim trunks and rash guard shirts inhibit our ability to teach.*
- Parents should remain in the fenced areas and not on the pool deck during practices. Yes, parents of Mini Dolphins, this means you too! If your child needs a little help getting settled in the beginning, please help him out and then return to the fenced areas.
- Please do not engage swimmers or coaches in conversations during practice time.
- If you need to speak to one of the coaches, please wait until after practice ends for the day. Our coaches are usually available at the conclusion of all practices.
- Swimmers should clear the pool deck immediately after their own practice is completed, to make way for the new group.

## ***Vacations***

It is important that we know when your swimmer is going to be out of town during swim team season. Please log into the team website and follow directions to declare your availability for all meets. EVERY meet requires a YES or NO response denoting your availability.

## ***Donut Mondays***

Monday donuts are a Dolphin tradition. Please respect the honor system so we may continue the tradition. Monday Donuts are "pay as you go", 50 cents per donut.

## ***Parent Involvement***

### **What is each family required to do?**

- If you have a Swimmer swimming in a meet, you must sign up for a job as well. We need help from all our families to run the swim team season. There are lots of different opportunities to volunteer behind the scenes and at the pool during meets.
- Summer swim is fun! Signing up for a job is a great way to get to know other families and your neighbors.
- Swimmers may swim a variety of meets through the year and parents are needed to cheer on the team and help the event run smoothly! (See website for event details.)
- Swim Team Committee Roles - These are year round positions.
  - Co-Chair, Team Rep, Spirit Wear Coordinator, Photo Gallery Coordinator, Operations Coordinator, Concessions Lead, Social, Treasurer, Hytek Lead, Parent Involvement Coordinator, Ribbon Coordinator and Website Admin
- Swim Meet Jobs - Job Sign Ups pages will be posted on the website inside each meet notice.
- If you are interested in learning more about these roles or have questions, please email [chdolphins@gmail.com](mailto:chdolphins@gmail.com)

## **Swim Meet Jobs**

- Job signups will be posted on the website inside each meet notice.

**Parking Lot Set-up for Home Meet** - You will cone off reserved parking spaces in a timely fashion before the meet starts. Training Provided!

**Pool Setup** - Set up the pool for home meets. For Developmental B-Meets, set up begins at 4:45 p.m. For Dual A- Meets, set-up begins Friday night and continues Saturday morning.

**Public Announcer** - The Public Announcer coordinates with the Starter and makes announcements over the public address system during a home meet. In addition to announcing the start of events, the PA Announcer could also announce swimmer names, meet scores, or other information.

**Concessions Volunteer** - Sells concessions at home meets.



**Concessions Buyer** - Picks up food for concessions at one or more vendors and delivers to the pool. This position is only available at home meets.

**Team Area** - The Team Area is the designated space where the swimmers wait between events. Prior to the first event of the meet, Team Area volunteers are provided with an ordered list of all the meet events ("Meet Sheet") to assist them with gathering the swimmers in the correct order. Team Area volunteers are also provided with the time cards for each swimmer.

**Clerk of Course** - The Clerk of Course helps to line up the swimmers for their events. Two or more Clerks of Course oversee this area during a meet. Clerks of Course are provided with an ordered list of all the meet events ("Meet Sheet") to assist them with lining up the swimmers in the correct order before the swimmers proceed to the starting area.

**Head Timer** - The Head Timer coordinates the Lane Timers at home meets.

- ◇ Assigns each Lane Timer to a specific lane.
- ◇ Designates one Lane Timer in each lane to record the results for each heat of each event.
- ◇ Starts two stopwatches at the start of each heat to be used as backups in the event a Lane Timer's watch fails.
- ◇ Collects the recorded results of each heat from the Lane Timers and delivers them to a Runner

**Assistant Head Timer** - The Assistant Head Timer works with the Head Timer at away meets. Previous timing experience is required to fulfill the role of Assistant Head Timer.

**Timer** -- Three Lane Timers are needed in each lane for the duration of each meet. Each Timer starts his stopwatch when the Starter gives the signal and stops his stopwatch when the swimmer in his lane touches the wall. One of the timers in each lane is responsible for recording the times of all three Lane Timers on the swimmer's time card and for turning the time card in to the Head Timer. Each Lane Timer must:

- ◇ Be in position at the start to have an unobstructed view of the starter strobe.
- ◇ Start the watch at the instant of observing the visual starting signal.
- ◇ Stand directly over the assigned lane at the finish to observe the touch and stop the watch when any part of the swimmer's body touches the wall.

**Runners** - Three or more Runners are needed at all times at each meet.

- ◇ Collect the completed time cards for each heat from the Head Timer and deliver them to the Recorder.
- ◇ Collect the disqualification slips from the Referee and deliver them to the Recorder.
- ◇ Collect the time cards from the swimmers of 25-meter heats at the starting end of the pool and deliver them to the Head Timer at the finishing end of the pool.

**Heat Winner Ribbon Distributor** - The Heat Winner Ribbon Distributor distributes heat winner ribbons to heat winners of 10 & Under events. This position is available only at home Developmental Meets.

**Ribbon Writer** - Ribbon Writers place ribbon back stickers (printed by the Recorder) on the back of the correct ribbons. Completed ribbons are filed in each swimmer's Family Folder.

**Stroke & Turn Judge-Training Required** - Stroke and Turn Judges monitor swimmers' strokes and record possible disqualification (DQ) during a meet. Stroke and Turn Judges must be trained at a stroke and turn clinic offered by the CSL.

**Starter-Training Required** -The Starter announces the event and start of each race. Starters must be Stroke & Turn certified.

**Referee/Admin Referee-Training Required** - The Referee makes the final decision on a possible infraction by a swimmer or team. Referees must be Starter and Stroke and Turn certified.

## Swim Meets

### *Types of Swim Meets*

#### **Time Trials**

Time Trials is the first meet of the season. Every swimmer swims as many strokes as they can, giving swimmers and coaches a baseline to measure progress throughout the season. It also gives new swimmers and families an opportunity to become familiar with the running of a meet. Time Trials establish the initial "ladder" for the season. The ladder is a listing of swimmers in order of times (fastest to slowest) in each age group/stroke.

#### **Saturday "A" Meets (Dual Meets)**

Dual meets ("A" meets) are competitions against teams within our division. These meets are held the first five Saturday mornings after the season starts. At an "A" Meet there is one heat for each event. A heat for each event includes three swimmers from each team. There are 52 official events in a dual meet, and there may also be some exhibition events. Exhibition events are not scored but give additional swimmers exposure to an "A" meet. Exhibition events are held at the invitation of the home team, with acceptance by the visiting team, and their occurrence may vary greatly from week to week.

The coaches decide which swimmers will be entered in each event. Generally, it is the three swimmers who have the best times in that stroke who will be entered in the heat. Ribbons are awarded to the swimmers finishing with the three fastest official times.

The list of the Saturday meet swimmers is emailed and posted on the Dolphins' website before each meet. It is the swimmers' and their parents' responsibility to check the Saturday meet list each week. If an "X" appears next to a swimmers name that swimmer is participating in an exhibition heat or event.

In "A" meets, the home team has lanes 1, 3, and 5 while the visiting team has lanes 2, 4, and 6. Lane 1 is always on the right side as you stand facing the pool at the starting end. The fastest swimmers swim in lanes 3 and 4, the next fastest in lanes 5 and 2, and the next fastest in lanes 1 and 6. Swimmers are seeded based upon their fastest times attained in a prior competition.

"A" Meets are scored, and their results are used to determine Colonial Swim League awards. Each team earns points based on the placement of their swimmers:

- ◇ First place winners earn 5 points for the team
- ◇ Second place winners earn 3 points for the team
- ◇ Third place winners earn 1 point for the team
- ◇ Winning relay teams earn 7 points for the team (0 points to loser)

There are 444 points up for grabs in a Saturday meet. Unless there are one (or more) places not awarded in an event due to DQs or lack of swimmers, a team needs 223 points to win.

A trophy is given to the Division winner - the team with the best win-loss record. Trophies may also be awarded to the age group winners. These are presented at the Divisional Qualification meet ("Divisionals").

#### **Wednesday "B" Meets (Developmental Meets)**

Developmental Meets ("B" meets) are non-scored swim meets generally held on Wednesday evenings. Developmental Meets provide opportunities for swimmers who do not qualify for Saturday meets to swim in a meet situation at their appropriate competitive levels while working to improve their strokes. All swimmers are encouraged to swim in the Developmental Meets. There are as many heats as required to accommodate the number of swimmers who desire to swim. A swimmer cannot swim in any event that he/she has "ribbioned in"

(placed 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup>) during the previous Saturday Meet. Individual Medleys (IM's) may be swum at the end of "B" Meets.

At Developmental Meets, no team scores are kept, and no team winner is determined. Individual times are recorded to determine progress. Heat winner ribbons may be given at the meet and additional ribbons are generally given to the swimmers finishing in the first 6 places.

### **Individual Medley ("IM Tough") Meet**

The Dolphins host a special swim meet where swimmers swim in only one event – the Individual Medley ("IM"). This meet, "IM Tough", gives swimmers an opportunity to swim an IM without first swimming any other events. Because swimmers are fresher, it gives them a chance to record their best time. The coaches select swimmers for this meet from those swimmers who have recorded IM time during the season.

### **CSL Relay Carnival**

The Colonial Swim League Relay Carnival is a meet usually held on a Sunday morning midway through the season. This is a team event. No individual events are swum. The coaches select swimmers for the team events based on the best times and on the coaches' discretion and strategy for maximum performance at the meet.

### **Divisional Qualification Meet ("Divisionals")**

At the end of the regular season a Divisional Swim Meet is held by each of the four CSL divisions to determine who will compete at the All-Star Meet. The location of the meet rotates among the teams. Each team may select 3 eligible swimmers in the 5 individual events (free, back, breast, fly, and IM). To be eligible to swim in this meet, a swimmer must have swum in at least two league-sponsored meets during the current season. A swimmer may swim in a maximum of three events for this meet. Swimmers of each individual event are selected based on the best times and on the coaches' discretion. Ribbons are awarded to the first six places. A program is sold by the host team, giving the name and lane assignment of each swimmer.

### **All-Stars**

The All-Star Meet is the last meet of the season. The twelve swimmers with the best times from the Divisional Qualification Meets throughout the Colonial Swim League are eligible to swim in the All-Star Meet.

## ***Swim Meet Etiquette***

**Parking:** At our home meets, please park at Oak Hill Elementary School, leaving the pool parking lot and street parking for the visiting team.

**Warm-ups:** Swimmers who arrive late and miss their designated warm-up time will not be able to warm-up.

**Team Area (Swimmers):** We ask that all swimmers stay in the team area during the meets.

- Swimmers need to return to the team area as soon as possible after swimming their event.
- If you wish to congratulate your swimmer, do so in the spectator area and encourage your swimmer to return promptly to the team area.
- We also ask that when possible, all swimmers stay until the end of the meet to cheer on their teammates.
- It is important that we keep our team area clean both at our pool and at other pools. Please ensure that everyone cleans up before leaving a meet.

**Team Area (Parents):** Parents should **not** remain in the Team Area!

- It is too crowded with swimmers to allow for parents (and non-swimming siblings)
- We have several volunteers organizing swimmers in the team area, and the assistant coaches will be helping out when needed.

- The addition of parents and non-swimming siblings makes the job of our team area volunteers even more challenging.
- If you really think your swimmer needs you nearby, please volunteer to help out in the team area.

**Behavior of Swimmers:** Please remind your swimmers that they are expected to behave at all times.

- They should stay off fences (NO CLIMBING!), follow all pool rules, and listen to the volunteers in the team area.
- Please send a quiet activity for your swimmer while he waits in the team area - books, cards, and electronics are all popular options. This will help keep them entertained and out of trouble.

**Behavior of Parents:** Please observe the meet from designated viewing areas.

- For the safety of all our swimmers, only swimmers, timers, officials, and coaches should be on the pool deck.
- At other pools, please be respectful of the designated viewing areas.

**Once the Meet Starts:**

- Everyone must remain quiet at the referee's whistle signaling the start of an event until the start of the race. Failure to do so can result in team disqualification.
- Swimmers remain in the pool during an event until all swimmers have finished.
- The exception to this is during relays. During a relay, the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> swimmers must exit the pool immediately after they have touched the wall.
- The final swimmer remains in the pool until the other relay swimmers have finished.

## ***Meet Cancellation***

A meet can be postponed by mutual consent of the Team Representatives. Summer storms (those involving thunder and lightning) tend to be very localized. The weather might be very bad in the neighborhood, but may not be raining at all at the meet pool. Therefore, we generally go to the meet pool before making a decision. We do swim if it is only raining, but if thunder is heard, county regulations require that the pool area must be cleared immediately, and the meet delayed. The meet can be resumed after no thunder has been heard for 30 minutes or not lightening has been seen for 45 minutes. A meet cancelled due to weather may be rescheduled by agreement of the Team Representatives.

## ***Swim Meet Age Groups and Events***

Swimmers are divided into groups according to their age and gender. The age groups for swim meets are:

- ◇ 6 years old and Under (for Developmental Meets and in exhibition for some Dual Meets)
- ◇ 8 years old and Under
- ◇ 9-10 year olds
- ◇ 11-12 year olds
- ◇ 13-14 year olds
- ◇ 15-18 year olds

The age of a swimmer is his/her age on June 15 of the current season. A swimmer can swim in an older age group at any meet, but never in a younger age group.

The following chart lists the order of events at Saturday A-Meet. The Events are held in Event Number sequence. Events at Wednesday B-Meets are similar, with the exception of events 41 – 52. At Wednesday B-Meets, the Relays are replaced by the Individual Medley if time permits. B-Meets stroke order rotates as well. Check event details on the website for stroke order.

<b>Boys Event Number</b>	<b>Age Group</b>	<b>Event</b>	<b>Girls Event Number</b>
1a	6 & Under	25m/yd Freestyle	2a
1	8 & Under	25m/yd Freestyle	2
3	9-10	50 m/yd Freestyle	4
5	11-12	50 m/yd Freestyle	6
7	13-14	50 m/yd Freestyle	8
9	15-18	50 m/yd Freestyle	10
11a	6 & Under	25 m/yd Backstroke	12a
11	8 & Under	25 m/yd Backstroke	12
13	9-10	50 m/yd Backstroke	14
15	11-12	50 m/yd Backstroke	16
17	13-14	50 m/yd Backstroke	18
19	15-18	50 m/yd Backstroke	20
<b>End of 1<sup>st</sup> Half</b>			
21	8 & Under	25 m/yd Breaststroke	22
23	9-10	50 m/yd Breaststroke	24
25	11-12	50 m/yd Breaststroke	26
27	13-14	50 m/yd Breaststroke	28
29	15-18	50 m/yd Breaststroke	30
31	8 & Under	25 m/yd Butterfly	32
33	9-10	25 m/yd Butterfly	34
35	11-12	50 m/yd Butterfly	36
37	13-14	50 m/yd Butterfly	38
39	15-18	50 m/yd Butterfly	40
41	8 & Under	100 m/yd Medley Relay	42
43	9-10	100 m/yd Medley Relay	44
45	11-12	200 m/yd Medley Relay	46
47	13-14	200 m/yd Medley Relay	48
49	15-18	200 m/yd Medley Relay	50

51	Mixed Age	200 m/yd Freestyle Relay	52
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## **The Strokes**

The rules below are the USA Swimming Rules as modified for use in the Colonial Swim League. Teams in other leagues may have slightly different rules.

### **Freestyle**

Freestyle is defined as any means of swimming across the pool. Any stroke and kick are acceptable. However, a swimmer cannot push off or walk on the bottom of the pool or pull himself along using the lane lines. In a 50-meter race (two pool lengths) the swimmer must touch the wall at the 25-meter end before touching the wall at the 50-meter end. This may seem obvious, but sometimes swimmers miss the wall at the turning end of the pool.

### **Backstroke**

Like Freestyle, almost anything goes in Backstroke as long as the swimmer stays on his back. Watching swimmers learn the backstroke is a perverse sense of fun as they bounce off lane lines and wonder where they are. Eventually, they will learn to guide off the lane lines and use the overhead backstroke flags and the lane line markings to know where they are in the pool. They will also learn to count strokes from the flags to the wall.

Backstroke starts are different from all others because the swimmer starts in the water with feet planted against the wall, hanging on to either another swimmer's legs or the lip on the pool awaiting the starter's signal. "Legs" must be grabbed below the knee. Persons serving in an official capacity (such as timers or coaches) may not serve as legs.

If your swimmer is a backstroker, he will eventually learn the backstroke flip turn. This is the one exception to staying on your back and can be used only as part of a turn (not a finish) at the pool wall.

### **Breaststroke**

Breaststroke has two components, the kick and the arm pull. The pull and its recovery must both be under the breast and cannot extend further back than the waist area except on the first pullout stroke at start and turns. The head must break the surface of the water before the arms reach the widest part of the second arm pull. The kick is a "frog" kick and the toes must be pointed outward during the propulsive part of the kick. The arm pull and kick must be in an alternating sequence and the elbows must stay below the water except for tagging the wall at the finish. Breaststroke turns and finishes require a simultaneous two-hand touch.

### **Butterfly**

Butterfly ("Fly") has two components, the kick and the arm pull. The arm pull must be an over the water recovery (elbows breaking the surface of the water) with the arms moving simultaneously. The kick is a dolphin style kick with both legs moving simultaneously. Unlike Breaststroke, there is no requirement to alternate the kick and pull. In Butterfly it is not permissible for the swimmer to be submerged for more than 15 meters. Turns and finishes require a simultaneous two-hand touch at the wall.

### **Individual Medley (IM)**

The Individual Medley (or IM) is when an individual swims each of the four strokes in the sequence Butterfly, Backstroke, Breaststroke, Freestyle. One pool length, 25 Meters/Yards, of each stroke is swum. In a 100 Meter IM, every turn is a stroke change and stroke finish rules apply. This means no Backstroke Flip Turns.

## Relays

There are two kinds of Relays, the Freestyle Relay and the Medley Relay. Both involve a team of four swimmers, each swimming one-quarter of the total distance. In the freestyle relay, each swimmer swims the freestyle. In the medley relay, the sequence of strokes is Backstroke, Breaststroke, Butterfly and Freestyle. In all relays, each swimmer must wait until the previous swimmer touches the wall prior to leaving the deck.

## Disqualifications (DQs)

In swimming, the rules must be followed or a disqualification, or DQ, is committed. This can be traumatic the first time a swimmer is "DQ'd" for just one mistake, but in fairness to other swimmers, this rule must be followed. A DQ is any violation of the rules observed by any appropriate official. Some of the more common reasons for DQ'ing in a particular stroke are as follows:

Stroke	Common DQ Reasons
Freestyle	Failure to touch the wall at the turning end of the pool Walking on or pushing off the bottom Pulling on the lane lines Exiting the pool before swimming the specified distance
Backstroke	Body moving past vertical towards the breast at any time except during a flip turn Leaving the wall after a turn with body past vertical towards the breast Improper flip turn (older swimmers)
Breaststroke	Incorrect kick, such as a Scissor kick or Flutter kick Non-simultaneous two-hand touch or one hand touches at turn or finish Toes not pointed outward during the propulsive part of the kick More than one stroke underwater (double arm pull) per kick Arm recovery past waist except on first stroke after start or turn Head didn't break surface by widest part of second arm pull underwater after a start or turn
Butterfly	Non-simultaneous or one handed wall touch at the turn or finish Non-simultaneous leg movement during kicks (scissor or flutter) Arms not brought forward over the surface of the water Non-simultaneous arm movement during recovery

When a Stroke and Turn Judge observes a violation, he raises his hand to signal the referee that he has observed a violation. He then writes it up on a DQ slip. The judge then takes the slip to the referee, who verifies that the rule has been broken and can question the Stroke and Turn Judge to ensure that he was able to see the violation that was cited. The referee then gives one copy of the DQ slip to the Team Rep and another copy to the Table Workers.

Every official on the deck will always give the benefit of the doubt to the swimmer. The difference between "legal but ugly" verses "illegal" is sometimes a close call, so any violation called by an official is an "I saw" not an "I think I saw".

The Team Rep is the only person who can officially question a disqualification or any other call by an official. If something happens involving a swimmer that you do not think is right, talk to the coach or the Team Representative. The Team Rep will initiate action in accordance with CSL rules if thought to be appropriate. Please do not question the judges or referee.

## False Starts

A False Start occurs anytime that a race does not start correctly. It could be due to a swimmer who, after taking his/her mark, moves before the starting signal has sounded, or it could happen when the Starter starts a race before a swimmer is ready. In the event of a False Start, the Referee will identify it, the race will continue, and the individual swimmer will be disqualified.

## Pool Directions

Directions are from the Community Center – 3225 Kinross Circle. Directions, approximate distances, and times are from Google Maps. Please allow for construction, traffic, or other delays.

### Armfield Farm Stingrays (AF)

3567 Armfield Farm Drive  
Chantilly, VA 20151

Approximately 2 miles; 6 minutes

Head west on **Kinross Cir** toward **Kinbrace Rd**  
Turn left at **Centreville Rd/VA-657**  
Turn left at **Armfield Farm Dr**

### Arlington Knights of Columbus Holy Mackerels (AKC)

5115 Little Falls Road  
Arlington, VA 22207

Approximately 19 miles; 50 minutes

Head **northeast** on **Kinross Cir** toward **Hughsmith Way**  
Turn right at **Cobra Dr**  
Turn right at **McLearen Rd**  
Turn right at **VA-608 S/W Ox Rd**  
Turn left at **VA-7100 N/Fairfax County Pkwy**  
Take the **Virginia 267 Toll E** ramp to **Washington** (Toll Road)  
Merge onto **VA-267 E**  
Take the exit on the left onto **Dulles Airport Access and Toll Rd**  
Take the exit onto **VA-267 E** (Toll Road)  
Take exit **19B** for **Virginia 123 N** toward **McLean**  
Merge onto **Dolley Madison Blvd**  
Turn right at **Old Dominion Dr**  
Turn right at **N Little Falls Rd**  
Turn right at **32nd St N**

### Ashburn Farm Barracudas (ABF)

Summerwood Pool  
43641 Golden Meadow Circle  
Ashburn, VA 20147

Approximately 11 miles; 20 minutes

Head west on **Kinross Cir** toward **Kinbrace Rd**  
Turn right at **Centreville Rd**  
Turn left at **McLearen Rd/VA-668 W**  
Merge onto **Sully Rd/VA-28 N** via the ramp  
Take the **VA-625 W/Waxpool Rd** exit toward **Ashburn (LEFT EXIT)**  
Merge onto **W Church Rd/VA-625 W**  
Continue on **Farmwell Rd/VA-640 W**  
Continue on **Ashburn Farm Pkwy**  
Turn left at **Golden Meadow Cir**



### **Ashburn Village Aqua Jets (AV)**

Lakes Recreation Center  
44078 Cheltenham Circle  
Ashburn, VA 20147

Approximately 11 miles; 20 minutes

Head **west** on **Kinross Cir** toward **Kinbrace Rd** Turn **right** at **Centreville Rd**  
Turn **left** at **Mclearen Rd/VA-668 W**  
Merge onto **Sully Rd/VA-28 N** via the ramp  
Take the **VA-625 W/Waxpool Rd** exit toward **Ashburn (LEFT EXIT)**  
Merge onto **Waxpool Rd/VA-625 W**; Continue to follow **VA-625 W**  
Continue on **Farmwell Rd/VA-640 W**  
Turn right at **Ashburn Village Blvd**  
Turn left at **Cheltenham Cir**

### **Barrington Blue Fins (BAR)**

9376 Braymore Circle  
Fairfax Station, VA 22039

Approximately 11 miles; 20 minutes

Head **southwest** on **Kinross Cir** toward **Stone Heather Dr**  
Take the 1st left onto **Stone Heather Dr**  
Turn left at **Franklin Farm Rd**  
Take the 2nd right onto **VA-7100 S/Fairfax County Pkwy**  
Turn right at **Lee Chapel Rd/State Route 643**  
Turn left at **VA-123 S/Ox Rd**  
Turn left at **Silverbrook Rd/VA-600**  
Turn left at **Old Barrington Blvd**  
Turn left at **Braymore Cir**

### **Broadlands Piranhas (BL)**

43008 Waxpool Road  
Broadlands, VA 20148

Approximately 11 miles; 20 minutes

Head **west** on **Kinross Cir** toward **Kinbrace Rd** Turn **right** at **Centreville Rd**  
Turn **left** at **Mclearen Rd/VA-668 W**  
Merge onto **Sully Rd/VA-28 N** via the ramp  
Take the **VA-267-TOLL W** ramp on the **left** to **Leesburg (Toll Road)**  
Merge onto **Dulles Greenway/VA-267 W** (Toll road)  
Take exit **6** for **VA-772** toward **Ashburn**  
Turn **left** at **Ashburn Village Blvd**  
Slight **right** at **Mooreview Pkwy**  
Turn **right** at **DeMott Dr**  
Turn **left** at **Waxpool Rd**

### **Burke Centre Penguins & Stingers (BCP & BCS)**

Burke Centre Commons Pool

5701 Roberts Parkway

Burke, VA 22015

Approximately 14 miles; 25 minutes

Head **east** on **Kinross Cir** toward **Stone Heather Dr**

Turn **right** at **Stone Heather Dr**

Turn **left** at **Franklin Farm Rd**

Turn **right** at **Fairfax County Pkwy/John F Herrity Pkwy/VA-7100 S**

Turn **left** at **Roberts Pkwy**

### **Cascades Rapids (CAS)**

Potomac Lakes, The Stone House Pool

20670 Fernbank Court

Sterling, VA 20165

Approximately 11 miles; 19 minutes

Head **west** on **Kinross Cir** toward **Kinbrace Rd**

Turn **right** at **Centreville Rd/VA-657**

Turn **left** at **McLearen Rd**

Merge onto **Sully Rd/VA-28 N** via the ramp to **Dulles Airport/VA-267**

Merge onto **W Church Rd/VA-625 E** via the ramp to **Sterling**

Turn **left** at **Cascades Pkwy/VA-1794**

Turn **left** at **Cutwater Pl**

Take the 1st **right** onto **Fernbank Ct**

### **Chantilly National Golf and Country Club Bluefins (CNC)**

14901 Braddock Road

Centreville, VA 20120

Approximately 6 miles; 14 minutes

Head **southwest** on **Kinross Cir** toward **Stone Heather Dr**

Turn **left** at **VA-657/Centreville Rd**

Continue onto **Westfields Blvd**

Continue onto **Poplar Tree Rd**

Slight **right** at **Sully Park Dr**

Take the 1st **right** onto **Braddock Rd/State Route 620**

### **Chase Club Sharks (CC)**

5492 Ashleigh Road

Fairfax, VA 22030

Approximately 9 miles; 16 minutes

Head **southwest** on **Kinross Cir** toward **Stone Heather Dr**

Take the 1st left onto **Stone Heather Dr**

Turn left at **Franklin Farm Rd**

Take the 2nd right onto **VA-7100 S/Fairfax County Pkwy**

Take the **Braddock Rd** exit

Turn right at **VA-620 W/Braddock Rd**

Turn right at **Blythewood Dr**

Turn right at **Ashleigh Rd**

### **Chinquapin Wahoos (C)**

Old Town Pool

1609 Cameron Street

Alexandria, VA 22314

Approximately 28 miles; 55 minutes

Head **southwest** on **Kinross Cir** toward **Stone Heather Dr**

Take the 1st left onto **Stone Heather Dr**

Turn left at **Franklin Farm Rd**

Take the 2nd right onto **VA-7100 S/Fairfax County Pkwy**

Turn right at **Rugby Rd**

Turn left at **US-50 E/Lee Jackson Memorial Hwy**

Merge onto **I-66 E** via the ramp on the left to **Washington**

Take exit **64A** to merge onto **I-495 S** toward **Richmond**

Take the exit toward **Pershing Ave**

Keep left at the fork to continue toward **Pershing Ave**

Keep left at the fork to continue toward **Pershing Ave**

Keep left at the fork and merge onto **Pershing Ave**

Merge onto **VA-236 E/Duke St** via the ramp to **Downtown/Alexandria**

Turn left at **Callahan Dr**

Turn right at **King St**

Turn left at **N Peyton St**

Turn left at **Cameron St**

### **Countryside Waves (CY)**

46020 Algonkian Parkway  
Potomac Falls, VA 20165

Approximately 12 miles; 22 minutes

Head **west** on **Kinross Cir** toward **Kinbrace Rd**

Turn **right** at **Centreville Rd/VA-657**

Turn **left** at **McLearen Rd**

Merge onto **Sully Rd/VA-28 N** via the ramp to **Dulles Airport/VA-267**

Merge onto **W Church Rd/VA-625 E** via the ramp to **Sterling**

Turn **left** at **Cascades Pkwy/VA-1794**

Turn **left** at **Algonkian Parkway**

### **Fort Myer Squids (FM)**

214 Jackson Avenue  
Ft Myer, VA 22211

Approximately 23 miles; 50 minutes

Head **southwest** on **Kinross Cir** toward **Stone Heather Dr**

Take the 1st left onto **Stone Heather Dr**

Turn left at **Franklin Farm Rd**

Take the 2nd right onto **VA-7100 S/Fairfax County Pkwy**

Turn right at **Rugby Rd**

Turn left at **US-50 E/Lee Jackson Memorial Hwy**

Merge onto **I-66 E** via the ramp on the left to **Washington**

Take exit **64A** to merge onto **I-495 S** toward **Richmond**

Take the **US-50 E/Arlington Blvd** exit toward **Arlington**

Slight left at **US-50 E/Arlington Blvd**

Turn right at **Henry Pl (Restricted Road)**

Turn left at **Wainwright Rd (Restricted Road)**

Continue onto **Jackson Ave (Restricted Road)**

### **Franklin Farm Froggers (FF)**

Still Pond Community Center  
12700 Franklin Farm Road  
Herndon, VA 20171

Approximately 2 miles; 3 minutes

Head **east** on **Kinross Cir** toward **Stone Heather Dr**

Turn **right** at **Stone Heather Dr**

Turn **left** at **Franklin Farm Rd**

**Franklin Glen Gators (FG)**

13398 Springhaven Drive

Fairfax, VA 22033

Approximately 2 miles; 5 minutes

Head **east** on **Kinross Cir** toward **Stone Heather Dr**

Turn **right** at **Stone Heather Dr**

Turn **left** at **Franklin Farm Rd**

Turn **right** at **Hidden Meadow Dr**

Turn **right** at **Springhaven Dr**

**Glen Cove Pirates (GC)**

5471 Brigantine Way

Fairfax, VA 22032

Approximately 13 miles; 25 minutes

Head **southwest** on **Kinross Cir** toward **Stone Heather Dr**

Take the 1st left onto **Stone Heather Dr**

Turn left at **Franklin Farm Rd**

Take the 2nd right onto **VA-7100 S/Fairfax County Pkwy**

Turn left at **Popes Head Rd/State Route 654**

Turn left at **VA-123 N/Ox Rd/State Route 654**

Take the 1st right onto **State Route 654/Zion Dr**

Turn left at **Brigantine Way**

**Hayden Village Villains (HV)**

5587 Rockpointe Drive

Clifton, VA 22030

Approximately 8 miles; 17 minutes

Head **east** on **Kinross Cir** toward **Stone Heather Dr**

Turn **right** at **Stone Heather Dr**

Turn **left** at **Franklin Farm Rd**

Turn **right** at **Fairfax County Pkwy/John F Herrity Pkwy/VA-7100 S**

Take the **US-29/Lee Hwy** exit

Turn **right** at **Lee Hwy**

Turn **left** at **Hampton Forest Way**

Turn **right** at **Harvest Pl**

Turn **left** at **Rockpointe Dr**

### **ManorGate Marlins (MG)**

14300 Green Trails Blvd  
Centreville, VA 20121

Approximately 10 miles; 19 minutes

Head **southwest** on **Kinross Cir** toward **Stone Heather Dr**  
Turn left at **VA-657/Centreville Rd**  
Turn right at **US-50 W/Lee Jackson Memorial Hwy**  
Take the **VA-28 S** ramp to **Centreville**  
Keep left at the fork and merge onto **VA-28 S**  
Turn left at **Green Trails Blvd**  
Make a U-turn at **Rock Canyon Dr**

### **Saratoga Stingrays (SAR)**

8070 Edinburgh Drive  
Springfield, VA 22153

Approximately 21 miles; 37 minutes

Head **southwest** on **Kinross Cir** toward **Stone Heather Dr**  
Take the 1st left onto **Stone Heather Dr**  
Turn left at **Franklin Farm Rd**  
Take the 2nd right onto **VA-7100 S/Fairfax County Pkwy**  
Take the **VA-638/Rolling Rd** ramp  
Keep right at the fork and merge onto **VA-638 S/VA-7100 S/Fairfax County Pkwy/Rolling Rd**  
Take the ramp to **Barta Rd**  
Turn right at **Barta Rd**  
Turn left at **VA-638/Rolling Rd**  
Turn right at **Edinburgh Dr**  
Turn right at **Edinburgh Ct**  
Take the 1st left onto **Edinburgh Dr**

### **Sequoia Farms Stingrays (SF)**

5562 Sequoia Farms Drive  
Centreville, VA 20120

Approximately 9 miles; 15 minutes

Head **west** on **Kinross Cir** toward **Kinbrace Rd**  
Turn **right** at **Centreville Rd**  
Turn **left** at **Mcclare Rd/VA-668 W**  
Merge onto **Sully Rd/VA-28 S** via the ramp  
Turn **right** at **Braddock Rd/VA-620**  
Turn **right** at **Sequoia Farms Dr**

### **South Riding Stingrays (SRD)**

42420 Unicorn Drive

South Riding, VA 20152

Approximately 9 miles; 19 minutes

Head **west** on **Kinross Cir** toward **Kinbrace Rd**

Turn **left** at **Centreville Rd**

Turn **right** at **Lee Jackson Memorial Hwy/US-50**

Turn **left** at **S Riding Blvd**

Turn **right** at **Tall Cedars Pkwy**

Turn **left** at **Nations St**

Turn **right** at **Pelican Dr**

Turn **right** at **Unicorn Dr**

### **Sugarland Run Dolphins (SR)**

200 Greenfield Court

Sterling, VA 20164

Approximately 12 miles; 22 minutes

Head **west** on **Kinross Cir** toward **Kinbrace Rd**

Turn **right** at **Centreville Rd**

Turn **left** at **McClearen Rd/VA-668 W**

Merge onto **Sully Rd/VA-28 N** via the ramp

Exit onto **W Church Rd/VA-625 E** toward **Sterling**

Turn **left** at **Cascades Pkwy/VA-637 N**

Turn **right** at **Hampshire Station Dr**

Continue on **Willow Pl**

Turn **left** at **Sugarland Run Dr**

Turn **right** at **Greenfield Ct**