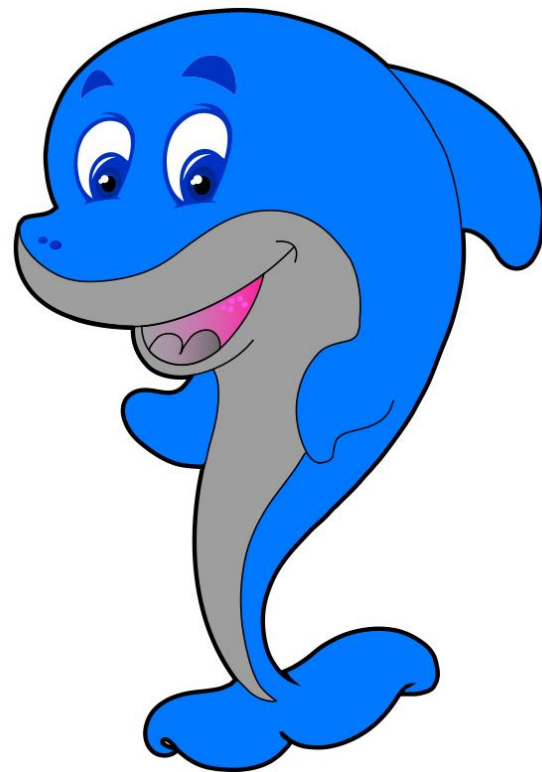


MERRIAM DOLPHINS  
SWIM AND DIVE  
TEAM HANDBOOK



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# Welcome!

Welcome to the Merriam Dolphins Swim and Dive Team. We are excited that you have chosen to become a DOLPHIN! As a swimmer, parent and sibling of the team, it is important that information be shared in order to provide the best experience for all involved.

The Dolphins program is sponsored by the City of Merriam Parks and Recreation Department working closely with the Parent Board for volunteer coordination and special events. The Dolphins compete in the Johnson County Municipal Swim and Dive League. The team goals emphasize fun, teamwork, community involvement, responsibility, exercise, skill development and skill improvement. We are a family-oriented team and parent participation is mandatory to ensure success with meets, parties and other duties. This also helps create a positive atmosphere for swimmers and divers to grow in their abilities and confidence in the water.

This handbook is designed to provide information and support to all team members and their families. Please read through it carefully as it contains information you will need for the season.

If at any time you have questions or concerns about the program we want to hear from you. Please do not hesitate to talk to the Head Swim or Dive Coach.

Good luck on a successful season!

Merriam Parks and Recreation Department



## Home Pool Location:

Merriam Community Center

6040 Slater St.

Merriam, KS 66202

[www.merriam.org/park](http://www.merriam.org/park) (Aquatic Center / Swim Team)

## 2020 Dolphins Coaching Staff

Head Coach: Caitlyn Howard

Assistant Coach:

Dive Coach: Madison Allen

## Merriam Parks and Recreation Management Staff

Parks and Recreation Director: Anna Slocum ([aslocum@merriam.org](mailto:aslocum@merriam.org))

Assistant Director: Dave Smothers ([dsmothers@merriam.org](mailto:dsmothers@merriam.org))

Aquatic Supervisor: Cole Surber ([csurber@merriam.org](mailto:csurber@merriam.org))

Aquatic Coordinator: Chris Parnacott ([cparnacott@merriam.org](mailto:cparnacott@merriam.org))



## Pre-Requisites for Athletes

Swimmers must be able to swim at least 25 meters (width of pool) without assistance. The swim team is not designed as an instructional lesson but to provide athletes the opportunity to improve their skills and gain confidence in the water. All first-time members will be required to pass a swim test to determine appropriate team placement.

## Team Fees

Registration is completed through the Merriam Parks and Recreation Department. The process can be completed in person (5701 Merriam Drive), over the phone (913.322.5550) or online at [www.merriam.org/park](http://www.merriam.org/park). Payment accepted includes cash, check, and credit card (MasterCard, Visa or Discover).

Early bird Registration on or before May 1st:

\$80 for first child; \$75 for each additional child in family

After May 16:

\$90 for first child/ \$85 for each additional child in family

## Refund Policy

The Merriam Parks and Recreation Refund Policy is as follows:

- If a class is cancelled due to insufficient enrollment, a full refund will be issued.
- Refunds made prior to 72 hours will incur a \$10 processing charge, unless placed on household account.
- If the class has started, fees assessed for classes that have occurred will be deducted from point of notification. Credit remaining will be applied to new class and participant will be responsible for the balance due, if any.



- A participant may choose to withdraw from a class. From point of notification, participant will be charged for the classes that have occurred. At the discretion of the participant, the remaining balance can be placed on a "household account" or a refund processed. If choosing a refund, a \$10 processing fee will be deducted.

## Athlete Uniform Requirements

### Practice

Any suit that appropriately covers the body may be worn. Multiple suits and tights may be worn to create drag. Team suits should not be worn for practice. Two-piece suits for females are **not** allowed. Athletes may wear any cap they would like during practice assuming the message on the cap is family friendly and appropriate.

### Meets

There is no required team suit. It is requested, that in order to resemble a team, all members purchase a blue suit to be worn at meets. Two-piece suits for females are **not** allowed. All athletes will receive a **team swim cap**. If an athlete elects to wear a cap during meets, it will need to be the cap provided. Each swimmer/diver will be provided a **team t-shirt**. This t-shirt is **required** to be worn at all meets when not swimming.

## Practice Etiquette & Expectations

Swimmers are expected to be on deck, with equipment (caps, goggles, etc.) adjusted, and **ready to swim** at their scheduled start time. If a swimmer is not able to get to practice on time, prior notification from the parent is appreciated. If not possible, please let your coach know upon arrival. No swimmer should enter the pool until the coach has given this direction. When swimmers are early for practice they are expected to wait on the pool deck.

Before the start of all practices swimmers should use the bathroom. At the start of practice swimmers will enter the pool feet first with one hand on the side



of the pool. The coach will direct swimmers to the lane they will swim in. Swimmers swim on the right side of the lane, turning around on the left side of the lane. If a swimmer is not able to swim for any reason they should get to the side of the pool, get out and inform the coach. Asking the coach to be excused to go to the bathroom is expected.

During times when the coach is giving verbal direction, swimmers will not talk until the coach is finished or he/she has asked for questions. Swimmers are expected to be focused during practice to insure the best practice possible for the individual as well as the team. Foul language, negative attitudes and comments, especially the word "can't" will not be tolerated during practice.

Practice is meant to be fun, challenging and exciting. Please bring your suit, goggles, towel, and most importantly your commitment to excellence to every practice.

All pool rules must be observed by athletes and parents at all times. Entrance to the pool is through the front desk. You will not be granted access to the pool from the gates on the pool deck. No running on pool deck or in locker rooms.

## Practice Times

### Pre-Competitive:

Monday – Friday    June 1 – June 26    9:30 – 10:30 AM

### Competitive

Monday – Friday    June 1 – July 14    9:00 – 10:30 AM

### Dive

Monday – Friday    June 1 – July 16    10:30 – 11:00 AM beginner

Monday – Friday    June 1 – July 16    10:45 – 11:45 AM intermediate

Monday – Friday    June 1 – July 16    10:45 – 11:45 AM advanced



## Procedures at Meets *(may vary slightly based on location)*

Arrive **ON TIME** for warm-ups, usually 15 minutes BEFORE the posted warm-up starting time. Athletes who are tardy for warm-ups are subject to removal from relays, or being scratched completely from the meet. A team area is usually set up. It is helpful to the coach and the parents if the swimmers stay within this area for the duration of the meet. This area is run by parent volunteers also known as “pit bosses”. They assist the athletes in knowing when their events are and helping to ensure they check in at the Clerk of the Course on time. Athletes are responsible for their own belongings.

After an athlete completes an event, they can request their time from a volunteer timer assigned to their lane. It is important to note that there are stroke judges at each meet that will watch to ensure that strokes are performed correctly. At times, it is possible for an athlete to be disqualified for performing a stroke incorrectly. An athlete should not leave the meet until they have confirmed they are not assigned to a relay. If a member of the relay leaves before the event, the other athletes will not be able to compete. It is also possible that athletes could be added or combined into relays at the last minute.

Final meet results will be posted on TeamUnify or the OnDeck App. Access to TeamUnify can be found through the team website [www.merriam.org](http://www.merriam.org) (Aquatic Center tab/ Swim Team). Please take the time to check your swimmer's posted time and placement. No final time, points, or placement are given to a swimmer should he/she be disqualified from an event.

## Time Standards

Not every child is destined to be a national caliber swimmer no matter how hard the athlete, the parents, or coaches work; therefore, the Team stresses individual improvement and FUN. An athlete who is continually improving his/her time can feel a great deal of satisfaction and should be encouraged. Medals and ribbons are NOT a means of measuring individual success in swimming. Times are kept by the coach and are available to each swimmer. Meets are held in 25-yard





and 50-meter pools. Sometimes it becomes necessary to “convert” a time to enter a meet. This means that a 25-yard time can be changed to a 50-meter time. This is only done for meet entry purposes and only done if absolutely necessary. Converted times are not considered accurate, or best times.

## Ribbons

Every athlete will receive a ribbon with their time or score listed on the back after every meet. These ribbons will be placed in the athlete’s folder and handed out or made available weekly. Please make sure to check this folder regularly.

## Non-swimming siblings

Swim meets can be very boring for non-swimming children. Bring plenty for them to do and plan on keeping an eye on them. The pool will most likely not be available to swim in during meets.

## Inclement Weather

Due to the nature of living in Kansas, weather can often be unpredictable! Coaching staff will do their best to provide a minimum of a 30-minute cancellation notice based on current radar information. If it is determined that practice or a meet is to be cancelled, a message will be sent out through TeamUnify to notify parents. If thunder and/or lightning is in the area, swimmers are not allowed in the water for a period of 30 minutes after it has cleared. If the weather is questionable, we ask that you do not leave your swimmer/diver at practice without transportation plans in place. Please understand that last minute cancellations to practices and meets could be possible and that every effort will be made to communicate this in a timely manner. If athletes are at the pool when a tornado warning is issued, emergency



action plan protocol will be followed. Athletes will not be allowed to leave until the warning has expired.

## At the Swim Meet

The following items are only suggestions. You may want to create your own list after a few meets. Remember to put your name on everything!

### Swimmers:

Meet suits, cover up (team t-shirt, sweats), swim cap, flip flops, extra suit and cap, goggles (2 pair), shampoo, two/three towels, games, cards, books, etc., additional liquids for hydration (water and sports drinks designed for electrolyte replacement are best), old sleeping bag or quilt (it will get wet)

### Parents:

Lawn chairs (collapsible camp chairs), money for refreshments, sense of humor, patience, healthy snacks (trail mix, raisin, granola bars, fruit, etc.), non-carbonated drinks in plastic containers

## Pre-Competitive Swim Meets

The primary emphasis of the pre-competitive team is to introduce young swimmers to the sport of competitive swimming. This is a way to increase their skills and endurance. All pre-competitive swim meets will be held on Saturday mornings. Warm-ups begin at 8:00 AM and the meet starts at 8:30 AM. These meets can last approximately 1 – 2 hours, depending on the number of swimmers and events that are scheduled. Swimmers will have an opportunity to swim all four strokes (free-style, backstroke, breast stroke, and butterfly) in the meets at some point in the season. At the discretion of the coach, swimmers may be moved up to the competitive swim team as skills improve.

### Pre-Competitive Schedule

Saturday, June 6 at Prairie Village (Prairie Village, Fairway, Merriam)



Saturday, June 13 at Overland Park (Overland Park, Leawood, Merriam)

Saturday, June 20 at Olathe (Olathe, Shawnee, Merriam)

Saturday, June 27 at Fairway (Fairway, Lenexa, Merriam)

### Pre-Competitive Pool Locations

#### **Prairie Village Pool**

7711 Delmar

Prairie Village, KS 66208

913.385.4650 / 913.385.4668 (rainout)

#### **Young's Pool** (Overland Park)

8421 W 77<sup>th</sup> St.

Overland Park, KS 66204

913.327.5676 /

913.895.5158 x 8 (rainout)

#### **Oregon Trail Pool** (Olathe)

1800 W Dennis

Olathe, KS 66061

913.971.5348 /

913.971.6255 x4 (rainout)

#### **Fairway Swimming Pool**

6136 Mission Rd

Fairway, KS 66205

913.722.3161 (rainout)

## Competitive Swim Meets

The competitive team provides an opportunity for those swimmers at a higher skill level and endurance to compete under the league rules and guidelines. Workouts are designed to build skills in strokes, racing strategies, speed and endurance. Swimmers will have the opportunity to swim and compete in both individual and/or relay events in their gender and age groups as assigned by the coach. Competitive meets are held on Thursday evenings, with warm-ups beginning at 5:30 and the meet starting at 6 pm. As a competitive swimmer, you have the opportunity to qualify for All-City Swim Championships. More



information will be provided about this event once qualified. This event does last longer than a typical meet as the entire league participates.

### Competitive Schedule

Thursday, June 11 at Fairway (Merriam)

Thursday June 18 at Lenexa (Lenexa, Overland Park, Merriam)

Thursday, June 25 at Prairie Village (Roeland Park, Merriam)

Thursday, July 2 at Merriam (Merriam, Overland Park, Leawood)

Thursday, July 9 at Olathe (Olathe, Roeland Park, Merriam)

Wednesday, July 15 All City at Overland Park

(Warm-ups at 7 AM; Meet starts at 8:15AM – rain date Thursday, July 16)

### Competitive Swim Locations

#### **Fairway Swimming Pool**

6136 Mission Rd

Fairway, KS 66205

913.722.3161 (rainout)

#### **Ad Astra (Lenexa)**

8265 Maurer Rd.

Lenexa, KS 66215

913.492.7946 /

913.477.7170 (rainout)

#### **Prairie Village Pool**

7711 Delmar

Prairie Village, KS 66208

913.385.4650 / 913.385.4668 (rainout)

#### **Oregon Trail Pool (Olathe)**

1800 W Dennis

Olathe, KS 66061

913.971.5348 / 913.971.6255 x4 (rainout)

#### **Young's Pool (Overland Park)**

8421 W 77<sup>th</sup> St.



Overland Park, KS 66204  
913.327.5676 / 913.895.5158 X8 (rainout)

## Dive Meets

Dive meets will be held on Tuesday evenings. Warm-ups begin at 5:30 pm and the meet starts at 6 pm. The dive team is open to all levels and is categorized as beginner, intermediate and advanced. All-City Dive is the final meet of the season in which divers are selected by coaches to participate. If selected, participants will be notified prior to the date and provided necessary information. Because all teams within the league participate, this meet can last longer than others.

### Dive Schedule

Tuesday, June 9 at Leawood (Leawood, Lenexa, Merriam)  
 Tuesday, June 16 at Overland Park (Overland Park, Prairie Village, Merriam)  
 Tuesday, June 23 at Merriam (Merriam, Shawnee, Olathe)  
 Tuesday, June 30 at Lenexa (Lenexa, Overland Park, Merriam)  
 Tuesday, July 7 at Merriam (Merriam, Prairie Village, Leawood)  
 Friday, July 17 All-City Dive (7&U, 9&U, 11&U) at Shawnee  
 (Warm-ups at 4 PM; Meet starts at 5 PM – rain date Sunday, July 19)  
 Saturday, July 18 All-City Dive (13&U, 15&U, 18&U) at Shawnee  
 (Warm-ups at 7 AM; Meet starts at 8AM – rain date Sunday, July 19)

### Dive Locations

**Leawood Aquatic Center**  
 10601 Lee Blvd.  
 Leawood, KS 66206  
 913.327.3977 / 913.982.2433 (rainout)

**Youngs Pool** (Overland Park)



8421 W 77<sup>th</sup> St  
Overland Park, KS 66204  
913.327.5676 / 913.895.5158 x 8 (rainout)

**Ad Astra** (Lenexa)  
8265 Maurer Road  
Lenexa, KS 66215  
913.492.7946 / 913.477.7170 (rainout)

**Thomas A> Stoetaert Aquatic Center**  
13805 Johnson Drive  
Shawnee, KS 66213  
913.631.0054 / 913.815.2122 (rainout)

## Team Pictures

All athletes are expected to participate in the team photo. The date and time will be announced and communicated during practice. Athletes are expected to wear their team t-shirt. Individual and team pictures will be available to order.

## Social Functions

During the year, a group of parent volunteers coordinates several functions that are important for team building and promote team spirit.

### After Meet Celebrations

The competitive team will meet at various local establishments, such as Sonic, at the completion of the event to celebrate accomplishments and to help build the sense of team, fun and camaraderie. The location will be announced the day of the meet.



### Team Fun Day

The Parent Board organizes an outing to a local water park. All athletes and families are invited to attend. More information and order forms will be made available as plans are known.

### Team Picnic and Party

The end of the season Team Picnic and Swim Party will be held Saturday, July 18, 2020 at 5 pm at the pavilion located in Brown Park (5040 Booker Drive). All athletes and their families are invited to attend. Please watch for more details.

## Parent Volunteers

The success of the Merriam Dolphins Team relies on parent volunteers in order to provide the best program possible for our athletes. Assistance helps the Dolphins maintain an enthusiastic and efficiently managed team. By participating in this service program, parents have the opportunity to meet other families, team members, and show an active support of your athlete's efforts. Your participation is crucial for this team to succeed. To ensure the responsibilities of these tasks are evenly divided, all families are required to participate in the volunteer program.

### Volunteer Conditions

1. Parents will be asked during registration to choose a home meet in which they will be available to assist in the tasks listed below. They may also be called upon to assist with away meets to ensure all meets run smoothly.
2. Volunteer positions will be filled on a first-come first serve basis by coordinating with the Parent Board.
3. If there are vacancies the day prior to the event, the Parent Board reserves the right to assign and e-mail positions to families not already committed. An e-mail acknowledgement will be requested followed by a phone call if necessary.
4. If a volunteer cannot fulfill their assignment commitment, the VOLUNTEER MUST inform the Parent Board Coordinator and find a replacement.



## Swim Meet Tasks

Pit Boss – (2 people for **EACH MEET**) – These volunteers sit with the athletes and assist them in knowing when their events are. They help get them to the Clerk of the Course in a timely manner and provide supervision in the designated team area. It is important that the Pit Boss is encouraging and helpful to athletes.

Awards (unlimited)– On Friday morning following a meet, parents are needed to prepare and place ribbons in the athlete's folders.

Runner (2 – 4 people)– This is for anyone that would be willing to act as a gopher at the swim meets. This would entail running the “swim cards” from the timer to the computer operator.

Timers (16 – 24 people)– Lane timers are needed at every swim meet to help time the athletes in individual lanes. Two timers per lane are needed for every home meet.

Head Timer (1 person)– Coordinates timers and gives directions at timer meeting before the meet. Assures all timers are ready prior to the start of each heat. Reports to the starter that timers are ready to begin the race.

Computer System Operator – Responsible for entering times or disqualifications for each swimmer in each heat. This person should be detail orientated as they ensure that times and disqualifications are correctly entered for swimmers, enters last minute swimmers, prints Heat Sheets for officials, and prints out ribbon labels to be put on the awards.

Stroke and Turn Judge (2 people)– Responsible for how athletes are performing their strokes and turns during a swim. This judge is responsible for disqualifying swimmers on the basis of incorrect stroke or turn. The league offers a clinic for anyone interested in judging. Dates for this clinic will be available at a later time.





Diving Judge – This judge scores each athlete during the meet. The league offers a clinic for anyone interested in judging. Dates for this clinic will be available at a later time.

Starter (1 person)– This person starts each heat of the event.

Announcer (1 person)– This person announces events and event winners throughout the meet.

Clerk of the Course (1 person)– Athletes check in with this person and are lined up behind starting blocks.



## Parent Code of Conduct

The Merriam Dolphin Swim/Dive Team is fortunate to have a great group of highly motivated coaches working to develop our athletes and working to teach and instill important life skills. These skills include time management, self-discipline, and sportsmanship. Every athlete will reap the benefits of swimming long after participation with the Merriam Dolphins ends. As parents, it is absolutely essential that the coaching staff is provided the respect and authority they deserve to run the team. Our coaches are hired for that purpose and the City of Merriam oversees the direction of staff.

### Conduct Expected of All Parents

- Set the right example for athletes by showing respect and common courtesies at all times to team members, coaches, competitors, officials and other property.
- Demonstrate good sportsmanship during all practices, competitions and team activities.
- Allow coaches to coach athletes without interference during practice and meets.
- Practice teamwork with all parents, athletes and coaches by supporting the values of Discipline, Loyalty, Commitment and Hard Work.
- Ensure your athlete is on time for practice and arrives on time for meet warm-ups
- Maintain self-control at all times.
- Do not interrupt or confront coaching staff on the pool deck during practice or meets.
- Trust and support your athlete's and coach's decisions around goal-setting, training commitments, swim event entries and meet schedules. Do not impose your ambitions on your child.
- Any questions about disqualifications, judging, etc should be directed to your athlete's coach.
- Get involved... volunteer for the board, meets – find something you enjoy and pitch in!

Parent/Guardian Signature \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date: \_\_\_\_\_



## Athlete Code of Conduct

I hereby pledge to provide a positive attitude and be responsible for my participation in the Merriam Dolphin Swim/Dive Team:

1. I will demonstrate and encourage good sportsmanship with my fellow athletes, coaches, officials and parents at all meets and practices.
2. I will do my best to attend every practice and meet that I am able to. If I am not able to come, I will make sure that I notify the coach in advance.
3. I will do my very best to listen and learn from my coaches.
4. I will treat the other athletes, coaches, spectators and officials with respect.
5. I will use language and behavior that is appropriate for a team atmosphere. I will remember that there are a variety of ages of children involved in these activities and work to ensure my behavior/language is acceptable to all.
6. I will remember that sports are an opportunity to learn and have fun!

Athlete Signature \_\_\_\_\_

Athlete Signature \_\_\_\_\_

Athlete Signature \_\_\_\_\_

Athlete Signature \_\_\_\_\_



## Handbook Acknowledgement

The \_\_\_\_\_ family has received a copy of the Merriam Dolphin Swim/Dive Team handbook and understands that it is our responsibility to read and abide by it. We understand that the handbook and its contents are intended to serve as guidelines regarding our involvement with the team. We understand that we have the opportunity to ask questions or seek clarification from the Head Coach regarding the contents of this handbook.

This copy is for the Team records. Sign and return this copy to the Merriam Aquatic Center.

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

