

BARRACUDA HANDBOOK

The Johnson Ranch Racquet Club **Barracudas Swim Team Handbook (the Handbook)** has been prepared in order to provide general information to the swimmers and their parents about the team, its philosophy, organization, practices and meets with other clubs. The team is a member of the NorCal Swim League and, to the extent that the policies set forth in this handbook conflict with the bylaws or rules of the league, the league bylaws and rules shall prevail. Similarly, any rules of the Johnson Ranch Sports Club shall supersede the policies set forth in the handbook in the event of a conflict. *Revised 1.5.20*

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ABOUT THE BARRACUDAS

The Barracudas Swim Team at The Johnson Ranch Sports Club, is a recreational swim team established in 1993. Our team is comprised of swimmers ranging from the ages of 5 to 18 years old. The Barracuda Swim Season starts the first week in April and goes through the first week in August. Practices are Monday through Friday every week with meets on Saturdays through most of the season. We compete in the Comstock Conference of the Nor Cal Swim League in Sacramento. Our conference is comprised of 4 competing teams.

OUR TEAM VISION

Building Better People Through the Sport of Swimming.

OUR TEAM MISSION

The Johnson Ranch Barracudas is a recreation-based competitive swim program committed to instilling a LOVE of swimming in every participant. We believe that by providing the fundamentals of stroke technique, sportsmanship, teamwork, and goal setting, our program teaches essential life skills to our swimmers. We focus on accountability at every level of our organization, from our Board, to our Coaching Staff, to our Parents, and to our Swimmer. A summer with the JRSC Barracudas will leave your family with great memories.

SWIM TEAM VALUES

- **Respect:** Respect for the sport of swimming, your coaches, your parents, and your team. By respecting others, you are respecting yourself.
- **Sportsmanship:** Foster a spirit of healthy competition. Swimmers demonstrate positive action toward others during practice, meets, wins, & losses. Swimmers learn to challenge themselves and through these efforts, inspire their teammates.
- **Physical Fitness:** Swimming is a lifestyle that can extend far beyond the pool deck. In the sport of Swimming you learn that consistent repetition of the right physical and mental exercises lends to a lifetime of physical well-being.
- **Individual Success:** Success can be defined by each individual swimmer through thoughtful goal setting. Success can be achieved through focused effort, consistent work ethic, and a great attitude.
- **Teamwork:** Through individual growth, a single swimmer plays a bigger role in the growth and achievement of their team. The race is in each swimmer's lane, but each race is integral to the overall success of the Johnson Ranch Barracudas.
- **Safety:** The Barracuda pool deck is a safe place to be yourself while being a part of a team. Our job as a program is to provide our swimmers with a fun and positive environment, within which, they can learn the sport.

OUR TEAM GOALS

For Swimmers:

- Every Barracuda will receive proper stroke and racing instruction. Each will have access to a good workout that builds endurance and strength using the correct technique. Each swimmer will have the opportunity to progress over the season towards a successful Championship Meet.

For Parents:

- Our team, with the support of JRSC, aims to provide a safe and fun environment for your kids to be themselves and flourish over the course of the season. In the spirit of reciprocated accountability, parents are asked to complete volunteer requirements, support your children and coaches, practice strong communication skills, and roll up your sleeves for a fun season.

For the Entire Team:

- Maintain a GREAT attitude and High-Level Sportsmanship.
- Respect for our fellow swimmers, the Sport, the Team, and ourselves.

COACHING STAFF

The Johnson Ranch Barracudas provide high quality coaches that exemplify that values of the team. All coaches are employees of the club and report to the JRSC Club Manager. The coaches understand and accept the philosophy of the team and the NorCal Swim League. They are the example of leadership, accountability, collaboration, and good sportsmanship - all values to pass down to the swimmers.

Coach Responsibilities:

- Managing and providing a quality practice plans
- Guiding swimmers through practices and meets
- Be present for social events.
- Display good character that swimmers can emulate
- Know each swimmer and help maximize each swimmer's potential
- Schedule meet line ups
- Disciplinary Action if necessary (see below)

Disciplinary Action Guidelines:

- In the event of a violation of the Swimmer Commitment agreement and/or general deck rules, or any behavior deemed unacceptable or unsafe at any team event or function, the coaches shall have the discretion to enforce disciplinary action that may include suspension or expulsion for the team.
- Junior Coaches and Deck Coaches will refer all matters requiring disciplinary action to the Head Coach or Assistant(s) to the Head Coach.
- If it is determined that an infraction may have occurred, Coaching Staff and the Barracuda Board will work to gain context of any given situation before moving forward.
- If a disciplinary action is decided upon by the coaches, and the parents disagree with the decision, parents have one week to write a letter (send an email) to contest the decision. The Coach and Board President will have an additional week to schedule a meeting between Coach, Board President, and Parent (and club manager if necessary). At this time, the group will collaborate and finalize a disciplinary decision.

SWIM TEAM PRACTICES

Practice begins on the first weekday in April and continues Monday through Friday through the Comstock Conference Championships Meet weekend in July. **Swimmers that qualify for Meet of Champs have the Option to Continue Through the First Week of August**

- The Swim Season consists of 2 different practice times families need to be aware of:
 - Practices Prior to Summer Break: After School - Afternoons and early evenings
 - Summer Break Practices: Summer Break - Mornings into early afternoon.

There will be an evening practice available to some swimmers. Attendance must be approved by the coaching staff & should not be seen as a season long alternative to morning swim practice.

- Practice Schedules will be posted on the JRSC Website. Practices will be held by levels based on swimmer's ability as outlined below.

LEVELS

Level 1/1A Group

Ages 7 & Under

Level 1/1A swimmers are ages 4-7. Swimmers will learn the fundamentals of streamline kicking, freestyle, and backstroke. They are introduced to dolphin kick. Level 1/1A swimmers focus on learning correct side-breathing freestyle and correct, efficient backstroke.

Entry-level expectations for Pre-Bronze swimmers:

- Water safe.
- Able to swim 12.5 yards of Freestyle without holding on to the wall or walking on the bottom of the pool.
- Able to float on back unassisted for at least 10 seconds.
- Able to pay attention to their coach and not distract others in the group.

Level 2 Group

Ages 7-10

Level 2 swimmers focus on stroke technique, body position, and kicking to set themselves up for future success. Level 2 swimmers have not yet mastered the basic rhythm of all 4 strokes but are proficient in Freestyle and Backstroke. They learn the fundamentals of each stroke as the season progresses (streamlined underwater kick, butterfly, backstroke, breaststroke, and freestyle), flip turns and begin learning how to use a pace clock. Entry-level expectations for Level 2 swimmers:

- Able to swim multiple 25-yard laps of freestyle unassisted.
- Able to swim multiple 25-yard laps of backstroke unassisted.
- Able to push and glide off walls.
- Able to comprehend instruction from a Coach in a group setting.

Level 3 Group

Ages 8 - 12 years

Level 3 swimmers will still focus on stroke technique, body position, and kicking while building endurance to set themselves up for future success. Level 3 swimmers have mastered the basic rhythm of 3 of the 4 strokes and very close to mastering the 4th stroke. Working to perfect the flip turn and legal IM turns. Be able to read a pace clock and follow coaches' instructions. Entry-level expectations for Level 3 swimmers:

- Begin each lap from the ready position.
- Be legal in at least 3 strokes.
- Able to streamline and do the proper kicks off every wall.
- Able to complete the following set:
 - 4 x 50s freestyle @ 1:10
 - 8 x 25 freestyle @ :40
 - 4 x 25s scull @ 1:00
 - 6 x 25 kick @ :45

Level 4 Group

Ages 10 – 13 years

The Level 4 group continues the gradual building of workout intensity as swimmers progress. Swimmers maintain focus on stroke technique, body position, and kicking to set them up for future success. Entry-level expectations for Level 4 swimmers:

- Begin each lap from the ready position.
- Be legal in all 4 strokes
- Able to streamline and do the proper kicks off every wall.
- Reads pace clock (basic intervals)
- Can perform legal turns consistently
- Able to complete the following set:
 - 6 x 50s freestyle @ 1:00
 - 8 x 25 freestyle @ :30
 - 4 x 25s scull @ :45
 - 6 x 25 kick @ :35

Level 5 Group

Ages 12 – 14 years

The Level 5 group continues the gradual building of workout intensity as swimmers progress. Swimmers maintain focus on stroke technique, body position, and kicking to set them up for future success. Entry-level expectations for Level 5 swimmers:

- Begin each lap from the ready position.
- Be legal in all 4 strokes
- Able to streamline and do the proper kicks off every wall.
- Reads pace clock (basic intervals)
- Can perform legal turns consistently
- Able to complete the following set:
 - 6 x 50s freestyle @ :55
 - 8 x 25 freestyle @ :25
 - 4 x 25s scull @ :40
 - 8 x 25 kick @ :30

Level 6 Group (High School)

Ages 14 – 18 years

The Level 6 group continues the gradual building of workout intensity as swimmers progress. Swimmers maintain focus on stroke technique, body position, and kicking to set them up for future success. This group has the same list of expectations as Level 5, but will only consist of High Schoolers. Entry-level expectations for Level 6 swimmers:

- Begin each lap from the ready position.
- Be legal in all 4 strokes
- Able to streamline and do the proper kicks off every wall.
- Reads pace clock (basic intervals)
- Can perform legal turns consistently
- Able to complete the following set:
 - 6 x 50s freestyle @ :55
 - 8 x 25 freestyle @ :25
 - 4 x 25s scull @ :40
 - 8 x 25 kick @ :30

- Swimmers should arrive ready for practice at least ten (10) minutes before their scheduled practice times. Coaches will go over practice plans, meet preparation, and other info at this time. Your swimmer will miss important details if they do not come on time.

- With some practice over-lap, it is important that swimmers arrive on-time to maximize their time in the water as well as exit the pool efficiently at the end of practice.

SPA RULES

- Children under the age of 5 MAY NOT use the spa at any time.
- Swimmers under the age of 14 may only use the spa under Parent or Guardian Supervision.
- Swimmers are only allowed to use the spa AFTER practice if they are age appropriate and supervised.
- ***Coaches are NOT responsible for kids before their practice time begins nor after it ends***

- Practices are typically only canceled in the event of lightning or imbalanced pool chemicals. Cold weather, hail, wind, or rain are not grounds to cancel practice.

- Parents and/or Guardians are allowed on the pool deck to observe practice. They are asked to please not speak to any of the coaches while practices are running.
 - Any quick questions or comments can be brought up on deck between practices within reason or after all practices are concluded. Otherwise, questions, comments, and concerns should be emailed to the Head Coach or the Team Board.

JOINING THE SWIM TEAM

The number of swimmers in any age group will be at the coach's discretion, with priority given to those swimmers that meet the requirements outlined in the SWIMMER RESPONSIBILITIES, Item 3 within the Handbook.

REGISTRATION, CONDITIONS, SWIM TRYOUTS:

Registration will be conducted online at the team website: www.johnsonranchbarracudas.com. The current year's registration schedule will be posted on the website and included in the JRSC Newsletter and Swim Team Bulletin Board at least 4 weeks prior to the start of registration. A closing date for registration will be determined each year as the need dictates in order to fill the various age groups.

- 1. All returning swimmers in good standing must re-register during the registration period each year in order to retain their position on the team.** A returning swimmer in good standing shall be defined as someone meeting the requirements specified in the SWIMMERS RESPONSIBILITIES section of the Handbook.
2. New swimmers must sign up during the registration period with returning swimmers, and must attend the swim assessment and be approved by the coaches to join the team. Any swimmer that is not invited to join the team after assessments will receive a full refund of registration fees paid.
3. All swimmers new to our team will participate in assessments by coaches, scheduled shortly after registration closes and published on the team website. During assessments, coaches will evaluate swim ability, stroke mastery, water safety, listening skills, and overall ability to be coached with parameters appropriate for each age group.
4. Participation in assessments will be scheduled on the team website.
5. All swim team fees must be paid at the time of registration. A copy of each new swimmer's birth certificate is required by the Nor Cal Swim League and must be provided at the time of attending swim assessments and prior to the registration being approved.
6. ALL SWIMMERS MUST BE MEMBERS OF THE JOHNSON RANCH SPORTS CLUB AT THE TIME OF REGISTRATION. No registration will be approved until the Sparetime membership is verified.
7. All approved swimmers will also be required to register and pay a league fee with the Nor Cal Swim League at least 24 hours prior to participating in any swim meet, including Time Trials.

SWIMMER ELIGIBILITY

Each Swimmer:

1. May not swim for another club during the season except as provided in section 11.02 of the Nor Cal Swim League By-laws.
https://www.teamunify.com/recncsl/_doc_/356660_2_BylawsNCSL_2016.0622.pdf
2. Must be older than five (5) and not be older than eighteen (18) years of age on June 15th of the current season.
3. May not participate in any organized swim program consisting of endurance training between February 1st and March 31st. (*March Barracuda Clinics are acceptable since they focus on technique, not endurance training, and are in accordance with League By-laws.*)
4. Must be water-safe, as determined by coaches.
5. May not participate in any organized swim practice including any instruction or direction either verbal or written (other than stroke & turn lessons, high school practices, or as provided in section 11.02 of the League Bylaws) before April 1st of the current season.

SWIMMER COMMITMENT

1. Within a single swim season, I will attend at least 2 (two) league dual or tri meets and will swim at least 2 (two) events at each of these meets (not to include relays).
2. I will attend the Championship Meet. A request to be excused from Time Trials or the Championship meet must be requested in writing to the JRSC Barracuda Swim Team board of directors (board@johnsonranchbarracudas.com) and is subject to approval. To help the Coaching Staff prepare the team for Championships it is suggested that a request to be excused from Championships be submitted no later than 2 (two) meets prior to Championships. Medical requests are exempt.
3. I will aim to attend at least 3 (three) practices each week.
4. I will declare (sign In or Out) for each meet on the Team Website by the registration deadline.
5. I will be present to Check-In by the predetermined time at each meet.
6. I will wear appropriate swimwear, goggles, and swim cap (long hair) to practices as directed by the coaches. The team uniform (or racing suit) and teamcap should be worn at all swim meets.
7. I will be on time (as defined by the coaching staff) to all practices and swim meets.
8. I will show respect for all facilities and other property (including locker rooms) used during practices, competitions, and team activities.
9. I will refrain from foul language, violence, behavior deemed dishonest, offensive, or illegal.
10. I will not use, possess, or be associated with any alcohol, tobacco, e-cigarettes, or any illegal substances.
11. I will always maintain a cooperative and positive attitude during practices and meets.
12. I will refrain from bullying. If I witness bullying, I will notify a coach or a parent.
13. I will respect myself and those around me by doing and being my best.

PARENT COMMITMENT

1. Ensure my swimmer(s) arrives to practices on time, as set by the coaching staff
2. Ensure my swimmer(s) is as well rested, hydrated, and properly nourished as possible at meets and practices.
3. Declare my swimmer(s) as “In” or “Out” for each meet of the season as required by the coaching staff.
4. Set an example of good sportsmanship through positive behavior and communication.
5. Use appropriate procedure to resolve conflicts (See Conflict Resolution Procedure in Handbook).
6. Agree to the Volunteer Policy as set forth for each season (See Volunteer Policy in Handbook).
7. Commit to my swimmer’s attendance to at least 2 league meets a season and both days of Comstock Championships. Excusal from Championships attendance must receive Board approval (See Handbook for guidelines).
8. Read and understand the Handbook.
9. Adhere to Alcohol and Tobacco policies as described in both the Handbook and the Rules of Johnson Ranch Sports Club.

CONFLICT RESOLUTION PROCEDURE

When a conflict arises between parents and coaches, email is the best way to communicate any concerns you may have. If you prefer to meet in person, the following steps should be taken:

1. Avoid discussing the issue with other parents or coaches on deck.
2. Schedule a specific time to meet with a coach via phone or email with a reason for the meeting.
3. Be prepared with specific concerns and suggestions to resolve the issue.
4. If the conflict is not resolved, the parent should take the written complaint to a member of the swim team board and if it is still unresolved, contact the Club Manager at JRSC.
5. To email the entire board please use: board@johnsonranchbarracudas.com

2020 PARENT VOLUNTEER COMMITMENT REQUIREMENT

It takes every parent's help to run a successful swim season and your commitment is critical to making this swim season amazing. In order to maintain efficiently run swim meets, fun social activities, and successful fundraising events, ALL parents are required to commit to several hours each season. This benefits each and every swimmer on our team! When you sign up for the Barracuda swim team, you are also signing up to complete these parent responsibilities. There are many different roles and ways to fulfill this commitment. Please review the following for details about shifts, how and when to sign up, and options for parents that want to take on a more specific role.

Descriptions of all volunteer positions can be found on pages 24-28 of this Handbook.

Parents can meet their commitment requirement for the regular season in one of the following ways:

1. Sign up for and complete 6-7 work shifts during the regular season and 2-3 additional shifts at our Championship Meet. This commitment must be met regardless of number of meets attended and regardless of swimmer's age. Volunteer roles available at most meets are listed below. You can find descriptions of each role in the Handbook.
 - Announcer
 - Relay Organizer
 - Check-In
 - Floater
 - Ready Bench
 - Starter*
 - Computer Operations*
 - Stroke & Turn Judge*
 - Ribbons
 - Runner
 - Set-Up and Take-Down
 - Timer

*These roles that require training (anyone is welcome to be trained)
2. Becoming a Family or Platinum Sponsor. Please contact the Fundraising Chair for more information. There are limited numbers of sponsorships available each year.
3. By volunteering in a meet coordinator role or for a specific committee for the entire season. Please note that some of these commitments run through Champs, while others do not. See specifics for each position. Available roles are listed below and longer descriptions of these roles can be found at the end of this document.

Coordinators

- Ribbons Lead
- Stroke & Turn
- Head Timer
- Check-In Lead
- Set-Up and Take-Down Lead
- Relay Lead

Committees/Season-Long Commitments:

- Social/Spirit
- Assistant to board member (outlined in #5 below)

4. By serving on the board of directors for the entire year. Positions are as follows:
 - President
 - Vice President
 - Secretary
 - Treasurer
 - Registrar
 - Championships Representative
 - Communications Chair
 - Spirit Chair
 - Fundraising Chair
 - Social Chair
 - Volunteer Coordinator
 - League Representative
 - Past President
 - Member-at-Large

5. By serving as an assistant to a designated board position, with the expectation that you will step into that board position the following season. (think of this as 'board member in training'). It is available for the following board roles:
 - Volunteer Coordinator
 - Fundraising Chair
 - Championships Representative

In addition, all families are required to complete the following:

1. ***Championship meet:*** 2-3 shifts per family at the Championships meet.
2. ***Johnson Ranch Summer Invitational:*** If your child is swimming at this event, you will be asked to volunteer for one shift. This event is a fundraiser for the Barracudas. Your child(ren) will swim free, but we will ask you to assist in pulling off the meet.

How to sign up:

1. Sign-ups take place on our Team Unify site following our All Parent Meeting in March. Please be aware that shifts fill up quickly, so it is important to be prepared to log in promptly when the sign-up process opens up.
2. Families interested in volunteering as coordinator for a specific committee or event must contact the volunteer coordinator via email once the list of available positions has been sent out. (commitmentcoordinator@johnsonranchbarracudas.com)
3. Families interested in serving on the board of directors should inquire to the President for any open positions. (president@johnsonranchbarracudas.com)
4. Families interested in serving as an assistant to board member, with the intention of becoming a board member the following year should contact the volunteer coordinator (commitmentcoordinator@johnsonranchbarracudas.com)

Details about shifts:

1. Shifts during meets:

- a. Each shift is approximately half the duration of the swim meet, with some exceptions. Most shifts allow for flexibility to view your swimmer's events. You are required to fulfill the entire shift in order for it to count towards your 6 shifts, and you cannot split the shift with another family expecting both families to receive credit.
- b. The expectation is that a parent or other responsible adult in the family is fulfilling the shifts for the family.
- c. You must check-in for your volunteer position at the start of the meet. Check-in is next to Swimmer Check-In. Anyone who has not checked in at the start of the meet and reported to their assigned shift by the assigned time, or anyone who does not stay the duration of the shift will not receive credit for completing the shift.
- d. It is the responsibility of the family to turn up on time for their shift.
- e. Please review the "Penalties" section for more information about missed shifts.

2. Coordinator or committee member for specific role or event:

- a. Families must sign up for this prior to other shift sign ups opening up. An email will be sent by the Parent Commitment Coordinator when these signups are needed.
- b. Families who sign up for these roles are required to be familiar with the requirements of the role, and complete them in their entirety for the full season.
- c. If you sign up for one of these roles, but are unable to complete it, you will need to complete a proportional number of shifts during meets in order to fulfill your commitment requirement. If this occurs, the Parent Commitment Coordinator will work with the families and the board to come to an equitable and fair agreement.

3. Assistant to board member

- a. Some board roles require a fair amount of set-up and behind-the-scenes activity. Ideally, we have families 'roll' into these positions by training with the predecessor in the last year of the previous person's position in the role. We ask that families that fulfill this role commit to the role with the intent to take the open board position in that role the following year.

Penalties for missed or incomplete shifts**

Failure to show up for a shift or not meet the season volunteer obligation in a given season will require the submission of a check in the amount of \$500 upon registration the following season.

- a. This check should be made payable to the Johnson Ranch Barracudas.
- b. This check should be dropped off at JRSC South Side Front Desk and put in the JRSC Concierge lock box.
- c. This check is a deposit that will be fully refunded if all meet and championship obligations are met.
- d. The deposit will be forfeited if all meet and championship obligations are not met.
- e. The check will be held by JRSC Club Manager in a lock box through the season.

**** Reward System:** If cashed, these funds will go into a general fund that will provide gift cards to families that take on additional shifts beyond the 6-7 required in the parent commitment.

If the number of families that register is sufficient to cover our volunteer commitments, some families MAY qualify for a reduced number of volunteer hours. The following conditions MUST be met in order to qualify:

1. You ONLY have high school aged swimmers on the team.
2. Your high school aged swimmer(s) completed a season with the Barracudas previously, including participating in both days of Champs.
3. You completed all volunteer requirements in previous years.
4. We have sufficient numbers of families registered to cover our required volunteer commitments.

Please be aware that this reduced number of volunteer shifts DOES NOT apply towards shifts for Champs, and you will still be required to do the full commitment of shifts for Champs.

If you qualify for this reduction, you will be notified by the Volunteer Coordinator prior to sign ups for volunteer shifts opening.

SWIM MEETS

This portion of the handbook describes the events leading up to each swim meet and the sequence of events at each meet.

MEET SCHEDULE

Each season the league establishes a schedule for the team league meets, possible non-league meets, Invitational meets, and the league Championship Meet (in late July). The league strives for a balance between 'home' and 'away' meets.

- Most meets occur on Saturday mornings, with the occasional exception.
- The Championships Meet (in July) is a 2-day meet occurring on Saturday and Sunday. (6 & Under swimmers compete Saturday only.)
- The meet schedule for the season will be established before the beginning of the season and posted to the team website for planning purposes.
- "Dual Meets" (meets with one other team) generally last from 6:45am at check-in until around 2pm. (6 & Under swimmers typically finish before noon.)
- "Invitational Meets" are optional Meets. All teams in the greater Sacramento area are invited to compete. These meets are a great opportunity for your swimmer to gain exposure to new strokes, IM's and practice their skill set in a more informal setting. There is a modest fee involved for each meet. You may attend as many or as few as you like. They are also a fun way to hang out with friends from other swim clubs.

THE EVENTS

There are three types of events at each meet:

1. **Individual Events** (in which a single swimmer competes in one of the following strokes):
 - a. Backstroke
 - b. Breaststroke
 - c. Butterfly (or "Fly")
 - d. Freestyle (or crawl or "Free")
2. **Individual Medley or 'IM':** (in which a single swimmer swims one length each of the four strokes in the following order: fly, back, breast, free)
3. **Relays** (in which 4 swimmers compete in a single relay event of two types):
 - a. Freestyle relays where each swimmer swims freestyle
 - b. Medley relays where each swimmer swims a different stroke in the following order: back, breast, fly, free

Per League By-laws, swimmers may swim in no more than three (3) individual events and two (2) relay events. The number of swimmers in a given event and the number of heats per event may be limited as well. **The swimmers who compose the relay teams for any given swim meet are selected by the coaches, at their discretion, on the basis of team needs within the age group for the strokes involved.**

Boys and girls compete separately in the following age groups, as determined by their age on June 15th:

6 & under	7-8	9-10	11-12	13-14	15-18
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Events are organized by age group and stroke. Although there are some variations, generally all the events for a particular stroke are conducted in one block. Then, all the events for the next stroke are conducted.

6 & under boys & girls typically swim only Freestyle and Backstroke events and have 1 relay at the start of the meet.

SIGN-IN / SIGN OUT OF MEETS

- Each swimmer (or parent) must sign 'In' or 'Out' of each meet they will be attending using the team website. The sign- in/out deadline is the Sunday prior to the next weekend's meet.
- When signing in for a meet, please make sure swimmers select preferred events add comments or notes for the coach's review. Coaches ultimately determine the events that swimmers will swim based on the needs of the team.
- Any swimmer who cannot attend a meet **MUST** sign out of the meet on the team website by the registration deadline for the meet.
- Any swimmer who plans to attend a meet, but forgot to sign in by the deadline, should contact a coach or board member immediately.
- If a child is sick the day of the meet, parents should call to notify a coach, board member, or the check-in coordinator **no later than 7 a.m. on the morning of the meet.**

Any swimmer/family who cannot attend the Championships Meet must contact the board CHAMPIONSHIPS REPRESENTATIVE at championship@johnsonranchbarracudas.com, **in writing, at least one (1) month prior** with a reason for the request to be excused.

MEET ENTRIES

Meet entries are the events each swimmer will compete in at a particular meet. Preliminary meet entries can be found on the team website at least 24 hours before the meet under your account. Final meet entry information (including heat/lane) can be found in these locations*:

- Posted at home and away meets on large white boards near the 'Relay Tent' (This includes individual and relay events.)
- On the Meet Mobile app for smartphones
- On the Parent On-Deck app for smartphones

***Swimmers/Parents: Be sure to check the posted final report for changes to your events or to relay teams, as there are often changes after the morning scratch meeting!**

DISQUALIFICATION

Each of the four strokes (Freestyle, Backstroke, Breaststroke, and Butterfly) has rules governing the proper, legal technique of the stroke and turn so as to not gain an advantage over a competing swimmer. In addition, rules governing proper starts and finishes apply. In the event of an illegal stroke, turn, start or finish, a swimmer may be disqualified (DQ'd) from an event. Please refer to [USA Swimming Rules and Regulations page](#) for more information:

Swimmers who “false start” as defined in USA Swimming Rules and Regulations will be disqualified as follows:

1. Swimmers in 6&under, 7/8 and 9/10 age groups are allowed one (1) “false start” per event. In the event of a second false start by any swimmer in the same heat, the offender of the second false start will be disqualified and not permitted to swim the event.
2. Swimmers in 11/12, 13/14 and 15/18 age groups who “false start” will be disqualified immediately and not permitted to swim the event.

Coaches shall try to constructively discuss DQ's with swimmers at the meet or at practice after the meet. Swimmers who DQ for any reason shall not receive an official time or a ribbon for that event. DQ's shall be viewed as an opportunity for swimmers to learn and work with coaches toward stroke mastery.

RIBBONS AND AWARDS

Ribbons are given to every swimmer based on their finish in their heat. Points for the team are only awarded for finishes in the first heat of each event. Ribbons will be placed in swimmer files in the Swim Team File Box following the meet and can be picked up at the next practice. Swimmers and parents should not go to the scoring table during the meet for ribbons.

Ribbons are not given for Time Trials. Special awards and recognition may be given to swimmers for team, conference and league records, personal best times, scoring at Invitational Meets, high point, overall improvement during the season and sportsmanship.

LEAGUE CHAMPIONSHIP MEET

The league Championship Meet is held at the end of each season on a Saturday and Sunday in late July. All five (5) teams in our conference compete. The location of this meet will vary from year to year and is determined by the Nor Cal League.

CHAMPIONSHIPS ATTENDANCE POLICY

All swimmers and families are asked to make Championships a priority. Champs, from a team perspective as well as an individual perspective, is the culmination of a season's worth of hard work and goal setting. If your family must miss the event, we ask you to adhere to the following protocol as stated in the Parent and Swimmer Commitments you sign up on registration.

A formal request to be excused from the Championship meet must be sent in writing to the JRSC Barracuda Swim Team board of directors. Please send request directly to the Board President and Champs Coordinator. The request is subject to approval by the board and will be discussed at the Board Meeting.

To help the Coaching Staff prepare the team for Championships please send your excusal request to the board no later than 2 (two) meets prior to Championships. Medical requests are exempt from this time requirement.

ENTRIES & ELIGIBILITY

1. A league participant must swim in at least two (2) events (not including relays) in at least two (2) league dual or tri meets during the regular season to qualify for participation in the Championship meet. For purposes of this Section IV.A., the term "league dual meet" is defined as any dual meet occurring on a Saturday between two teams as defined in Article 3 of the league Bylaws. In addition to the foregoing requirement, a copy of a Northern California Swim League Application and a copy of a birth certificate for each League participant must be submitted to the League Registrar by the league participant's team no later than June 15th of the current regular season to qualify for participation in the Championship meet.
2. In order for a swimmer to enter an event, the swimmer must have a seeding time taken from either a league meet, a practice meet or a time trial conducted by a Team official or coach. The swimmer's best-recorded time in each event must be utilized for championship seeding purposes. In simple terms, entries with "No Times" will not be allowed.

CHAMPIONSHIPS MEET INFORMATION

The Championships Meet is a 2-day meet that follows a preliminary heats and finals format. Attendance at Championships is mandatory for all eligible swimmers. Check the team website for the date and location of Championships and plan accordingly. Families with 6 & under swimmers only should plan to attend on Saturday only, as their events and award ceremony will conclude Saturday evening.

Swimmers will swim all strokes in which they have "legal" technique.

Parents will be required to work approximately 2-3 volunteer shifts over the course of the weekend, as determined by the league. Sign-up for these shifts will take place on our team website 2-3 weeks before the Championships Meet. These shifts are IN ADDITION TO the 6 regular season shifts.

CHAMPIONSHIPS MEET INFORMATION CONTINUED...

Each team will be assigned a team area at Championships and all Barracuda families are required to set up their tents/chairs in our team area.

Families may set up tents on Friday evening before the meet at a designated time to be announced a couple days prior to Champs and may leave their tent frame (cover removed) overnight at their own risk. Family tents may also be set up on Saturday morning if preferred, though space may be limited.

Awards for 'High Point' are given to the top three, point scorers, in each age group at the League Championships Meet. Team awards are given for Championships and the Dual Meet season. The award ceremony for 6 & Under swimmers is Saturday evening. For swimmers 7 and older, the award ceremony is Sunday evening after the conclusion of the meet.

Additional detailed information regarding Championships will be sent via email as well as on the Barracuda website as the meet approaches.

PREPARING FOR A SWIM MEET

BEFORE THE MEET

Check the team website to ensure your swimmer(s) are signed 'IN' to the meet and check to see which events your swimmer(s) are swimming.

Parents, check the 'Job Sign up' tab to see which volunteer shift(s) you may have signed up for.

WHAT TO BRING TO A MEET

Each swimmer should make sure that he or she has the proper equipment for each meet:

1. Team swim suit, team cap, and **at least** 2 pairs of goggles
2. Sunscreen
3. Extra warm clothes, sleeping bag, or blanket for cold mornings and evening meets
4. A shade structure and portable chairs (EZ-Up tents can be purchased at Big 5, Costco, etc.)
5. Water and healthy snacks! Some families will pack their own lunches, however most meets provide a snack bar with lunch fare. A portable cooler is recommended for summer meets.
6. Books, games, and other relaxing activities to occupy swimmers and/or parents between events
7. Towels
8. A Sharpie (permanent marker) is recommended for writing event/heat/lane on swimmer's arm.

SWIMMER CHECK-IN

Each swimmer should check-in at the meets at least **1½ hours** before starting time of home and away meets. **Saturday meets usually start at 8:30 a.m.**

1. Find our "team area" (each team has a designated area).
2. Each swimmer must check-in in person with the Barracuda "Check-in table."
****Parents should NOT check-in their children; swimmers are NOT to leave the club after checking in****
3. Check the posted "Final Meet Program" for last minute changes to your events. Use sharpie marker to mark your swimmer's hand/arm with each event# - heat – lane. (i.e. #4 – 2 – 7)
4. Check the Relay tent for last minute changes to relays.
5. Be ready for warm-ups! Your level/age group will be called to the deck by the coaches.
6. Stay in our "team area" when not swimming.
7. Any swimmer who has not checked in by the designated time may be scratched (not allowed to compete) from the meet.

PARENT VOLUNTEER CHECK-IN

1. Parent volunteers with a scheduled shift should arrive at the meets approximately one (1) hour before the meet and check-in at the **“Volunteer Check-in Table”**. Prepare to assume duties as required. **Certain shifts may require you to arrive earlier. (i.e. Set-up, Age Group Parent, Check-in table staff)**
2. Check in with your committee head and be on time for your shift.
3. Shift one (1) begins at the start of the meet and typically ends after the last backstroke event. Shift two (2) begins at the start of all long freestyle events and lasts until the end of the meet. There are some exceptions.
4. If you are not assigned a job for a meet, and are willing step in for a shift, please let the Volunteer Coordinator know. This is much appreciated!!

WARM UPS

Each team has a set period of time before each meet to warm-up. Pay attention to the coaches for warm-up times and instructions. When asked to “clear” the pool, do so promptly. After warm-ups, the team will have team cheer and then the meet will begin.

GENERAL DECK RULES

1. No photography of any kind from behind the lane start/finish ends of any pool. No exceptions.
2. No use of cell phones behind lane start/finish ends of pool during competition/warm-up.
3. No obstruction of the orderly conduct of the meet.
4. No inappropriate language or excessively loud, unsportsmanlike shouting during the meet.
5. No goofing off during races or at the starting blocks.
6. No rowdy behavior in the “team areas”.
7. Spas and wading pools may not be used at any meet.
8. Swimmers may not use the ice machine at any meet.
9. Property or facilities of any club (including locker rooms/restrooms) shall not be damaged or misused in any way.
10. Pursuant to USA-S Rule 202.4.9H use of audio or visual recording devices, including cell phones, is not permitted in changing areas, restrooms, or locker rooms.
11. Pursuant to USA-S Rule 202.4.9I, “deck changing” is prohibited.

DECK RULES CONTINUED...

Certain sections of the pool areas are restricted as to access. For example, there must be an alley on each side of the pool for the Stroke and Turn Judges, and there must be as much room as possible in the "Ready Bench" and Timer's areas. Unless you are authorized to be in such areas, please keep out.

Parents of young swimmers should try not to enter the Ready Bench area. Ready Bench volunteers and Age Group/Assistant/Junior Coaches may assist and encourage apprehensive younger swimmers.

The following are strictly prohibited in the pool area:

- Smoking
- Glass containers
- Alcoholic beverages
- Profanity or abusive language

The Meet Referee has the authority to eject any person from the pool area who is not abiding by these rules.

HOW A MEET WORKS

Once you have arrived, checked-in, warmed-up with your level, checked the posted 'Final Meet Report' and marked your event information on your arm, the meet is almost ready to begin! A typical meet consists of 83 events, running in order starting with Event #1 (6 & under Mixed Freestyle Relays). Each event consists of several heats usually with the fastest heats swum first.

When the meet begins:

- The announcer will call for certain events to report to the Ready Bench Area.
- When one of your events is called, check in with your age group coach if possible, and then go to the Ready Area.
- You will be placed in the Ready Area according to your heat and lane assignment for that event.
- You will move up until your heat is ready to swim.
- Proceed to the starting blocks when directed.
- The Starter will then call for swimmers to step up on the blocks (or enter pool for Backstroke). Do not step on blocks or enter pool until directed by the Starter.
- The Starter will command you to "Take your mark", then will sound the loud "beep" which signals you to begin your race.
- Once you have finished your race, shake hands with swimmers in neighboring lanes then exit the pool promptly. If possible, check in with your age group coach for feedback.
- Return to the 'team area' and listen for the announcer to call your next event to the Ready Bench.

All swimmers are strongly encouraged to remain at the meet until it is over. The Barracudas have a strong tradition of cheering on their teammates in the Freestyle Relays at the end of each meet! Show your team spirit!!!

SOCIAL EVENTS & SPIRIT

Our Johnson Ranch Barracuda swim club has been successfully built through a committed community of incredible Families, Coaches and Swimmers all pulling together for the most complete memorable family experience possible! With all of the hours and hours of hard work that our Swimmers, Coaches and Families will be putting into continuing our team's unique fun traditions, we will be having some Social Events planned for everybody to enjoy! Make sure to immediately save these dates on your calendar!

- **New Swimmer Interest Night/Meet the Coaches (February 4th)**
A great way for new families to learn about the team, get to know each other, meet the Board and Coaching staff and ask lots of questions!
- **Team Kick -Off Party (April 1)**
After your first official swim practice of the season, join your fellow teammates for a Barracuda Decorated Cookie Social!
- **Barracuda Splash Dash (April TBD)**
An entire team event in which swimmers swim laps to fundraise for the team and socialize!
Always a fun event!
- **Time Trials and Dos De Mayo Kick-off Party (May 2)**
Immediately following Time Trials, we will be kicking off our season with a Barracuda Pool party, Inflatable Fun, Snowy King, catered lunch by Dos Coyotes while enjoying Los Gallos Mariachi Band.
- **Donut Social (June 8th)**
After practice all age groups combine to sit together for donuts on the pool deck/lawn.
- **Friday Barracuda Recognition (June 12, 19, 26 & July 10, 17)**
Coaches will be recognizing swimmers for Personal Bests, MOC Qualifiers and Milestones.
- **Rockin' Jump Team Social ages 5-12 (June 15)**
Bounce and hang with your teammates at this fun venue.
- **Teen Whitewater Rafting Trip ages 13+ (June 15)**
Senior group (13 & up) swimmers spend the day whitewater rafting together on the South Fork or the American River!
- **Family Night at Sunsplash (June 22)**
Parents and swimmers purchase tickets for a fun evening of slides for all to enjoy.
- **Barracuda Burgers and Pool Party (June 26)**
Burgers and Bucca Di Peppo Salads, Snowy King, Inflatable Fun, Crazy Relay Races and enjoying Barracuda families with a classic pool party.
- **Barracuda Champs Pep Rally (July 16)**
A chance for swimmers and their families to get pumped for Champs! Car decorating, Pasta Feed, Champs Cheers and more!
- **Awards Night/End of Season Party (July 21)**
This is an evening to recap the accomplishments of the team and recognition for all swimmers, coaches and supporters. Barracuda Family Pool Party immediately following at South Pool.
- **Spirit Activities (all season)**
Our Spirit Committee plans fun themes for each home meet, with fun and games the kids LOVE!

COMMUNICATIONS

One of the key elements to a successful team is the effective communication of information and ideas throughout the season. This process requires the cooperation of all swimmers, parents, coaches and the club staff.

The primary method of communication is through the Barracudas website:

www.johnsonranchbarracudas.com, and the **Weekly Streamline Newsletter**. The newsletter will be sent via email to the entire team. It will contain important information regarding upcoming events, swimmer highlights, and a message from Coach Donny. You will also find important links within this newsletter. The newsletter will also be posted on the team website under the "News" tab. Please be sure your email address is up to date on your account and check your spam folders for missing email.

Team Feed: On the team website, you will also find an area called Team Feed. This will link to the Barracuda Facebook page. If we have to cancel practice or make major changes, you will find that information here.

E-mail addresses for all coaches and Board members can be found on the team website under the 'About Us' tab. You may email any coach or Board member at any time with questions/concerns/suggestions.

An informational bulletin board is located at the South Club in hallway leading to the pool deck. Swim-related articles, upcoming events, and more can be found here.

Swim Team File Boxes can be found on tables on the pool deck at the South Club during practices and meets. Each family should have a folder with their last name on the tab. Ribbons, awards, and some team informational flyers will be placed in these files. Please check them often and collect items from your file regularly.

South Club Front Desk has a swim team box where messages can be left for coaches or board members.

Social Media: Please take a minute to Like us on Facebook and Follow Us on Instagram.

VOLUNTEER JOB DESCRIPTIONS

STRIKER SCHOOL TEAM (Season-Long Commitment):

- 4 families for U6 (2 for girls, 2 for boys)
- 4 families for 7/8 (2 for girls, 2 for boys)
- Families provide agreed upon schedule to Volunteer Coordinator for which family will cover which meets. (1 family per meet for each age/gender group)
- At each meet, the 4 assigned families for that meet (U6 B/G and 7/8 B/G) are responsible for working with the relay coordinator to pull kids together for relays and for taking responsibility of A & B relay team. If a C relay is present, Relay coordinator will manage.
- Striker School Team calls kids to ready bench, parents of swimmers are responsible for getting swimmers to the ready bench once the call has been made.

ANNOUNCER (team of 2):

- On a microphone, announce swim events, heats, and swimmer names at home swim meets. Also make general announcements and calls for swimmers to report to ready bench. Must stay in place during the shift. Plan on attending the Barracuda Invitational as well please.

CHECK-IN TEAM (season long commitment x 2-3 families):

- Staff the check-in table to check in swimmers and volunteers in the morning before the meet.
- Assist Check-In Coordinator and Volunteer Coordinator with production, distribution, & posting of final meet program at home meets and posting of meet program at away meets.
- Team members may need to sign up for other shifts if Check-In Commitment does not add up to their 6-7 regular season parent commitment.

COLORADO, COMPUTER OPS SET-UP, & COMPUTER OPS SCORER:

- **Colorado** operator works with the timing system, next to the starter. Works closely with the Computer team. **Computer Operations Set-up** assists in setting up computer timing system needed at home meets. May be needed in the days leading up to home meets and on meet mornings to set-up system. **Computer Operations Scorer** runs Meet Manager software during home meets. Re-seeds the meet after scratch meetings, verifies times, processes DQ slips, prints meet results and ribbon labels.
- These three jobs work together as a team and require some training and a certain comfort level working with computer systems.

FLOATER:

- On-call for one shift at a swim meet and will be called to fill any position at any time. Families may only sign up for **ONE FLOATER SHIFT PER SEASON**. Must submit cell # for person on-call during morning check-in.

READY BENCH:

- Uses the Meet Program to arrange swimmers in proper heat/lane order prior to each event. Takes swimmers in order to starting blocks before each heat of particular race. Works with a team of Ready Bench volunteers to help kids find their spot on the benches and keep them in order.

RIBBONS:

- Places computer-generated labels on corresponding award ribbons. File labeled ribbons in the family file boxes.
- In the event of a volunteer shortage in other essential areas (for example, timer or ready bench) ribbons volunteers may be pulled from ribbons duties and placed in an essential position during a meet.

RUNNER:

- Collects timing sheets from timers at each lane and delivers to computer team. Collects and reviews DQ slips from Stroke and Turn Judges and delivers to Meet Referee. Posts results and provides additional support to computer team.

SET-UP & TAKE DOWN:

- **Set-up crew** arrives early before each home meet to set up tents, tables, chairs, equipment, etc. Transports and sets up some equipment at away meets. **Take Down crew** stays after the meet to take down tents, tables, equipment and restores pool deck back to its original layout. Take Down crew may need to transport tents, tables, equipment, etc. back to JRRC after the meet.
- FAMILIES MAY ONLY SIGN UP FOR ONE (1) SET-UP OR TAKE DOWN SHIFT PER MEET.

STARTER:

- The Starter works alongside the Meet Referee and calls swimmers to starting blocks, announces 'take your mark', and sounds the start 'beep'. There are several rules the starter must enforce for the start of each race. The rhythm and technique of the starter is crucial to the meet; therefore, this job requires specific training. Prior swim experience is very helpful!

STROKE & TURN JUDGE (Season-Long Commitment):

- Stands poolside during the meet and observes swimmer's starts, turns, stroke technique, and finishes to ensure proper, legal technique. Writes disqualification slips for swimmers who do not have legal technique. Training is required for this position and is provided at JRSC.

TIMER:

- Operate a timing plunger and/or stopwatch poolside during races. Record each swimmer's time on a sheet that is collected by the runner. No experience needed AT ALL. Seriously, it's pushing a button! Shaded place to watch the races.

COORDINATOR POSITIONS

Regular Season Long Commitments (Champs responsibilities vary by position)

These positions necessitate hands-on work & leadership at every meet. If you cannot attend a meet, it is your responsibility to find and train a volunteer to act in your place. This must be communicated to the Volunteer Coordinator ahead of time.

Head Timer (1):

- Responsible for keeping JRSC stopwatches in good working order. Check stopwatches ahead of time trials. Distributes stopwatches at meets and collects afterward. Head Timer also acts as a back-up timer for timers who may have forgotten to start/stop their stopwatch.
- Only Work at Home Meets.
- **CHAMPS: Expect to work Head Timer job for 2-3 shifts at Champs.**

Check-In Lead (1):

- Work with Meet Director ahead of meets to print swimmer sign in sheets.
- Produce, Distribute, and Post Final Meet Program at home meets.
- Work with Meet Director to assemble final scratch list at swim meets.
- Bring Check-In box to away meets.
- Schedule a team of 2-3 families to fill 2 check-in volunteers per meet.
- Assemble and direct Check-In Volunteers.
- **CHAMPS: Runs Check-in table with volunteers on Saturday and Sunday of Champs.**

Set-Up & Take Down Lead (2):

- We would ideally like 2 leads that are ready to work together during the season.
- Coordinates Volunteers for each meet, away and home.
- In charge of coordinating set-up and take-down process and the volunteers that assist.
- Communicate with Meet Director and Volunteer Coordinator on tent needs for each meet.
- Transport equipment to and from away meets. (2020- only 2 away meets plus Champs)
- **CHAMPS: Set-Up the Friday before Champs, coordinating collapsing team tents the Saturday of Champs, and coordination and execution of take-down after champs on Sunday.**

Relay Lead (2):

- Works to coordinate U6, 7/8, and 9/10 relays at home and away meets.
- Fills out Relay Slips, stages relays in the Relay Tent or at Ready Bench, and gets swimmers to their respective sides of the pool. Works with Jr. Coaches and Assistant Coaches to sub when necessary.
- Coordinates Relay Team Volunteers. Schedules them for shifts based on their availability.

- This coordinator position should aim to attend every meet and be at the entire meet as relays occur at the start and end of each meet. They can coordinate absences between one another.
- **CHAMPS: Relay Coordinators will coordinate relays at Champs as well. Please remember relays happen at the END of the day at Champs both days.**

Ribbons Lead (1 or 2):

- Set-Up Away Meet Ribbon Files with Swimmers' names.
- Coordinate volunteers for each meet and fill in when shifts are not filled. The ribbons can be finished away from the pool deck.
- Transport Away Meet Files to & from Away Meets.
- Purchase Ribbons for JRSC Invitational (coordinate with League Rep)
- Plan to work at JRSC Invitational as Ribbons Lead.
- **CHAMPS: Oversees ribbons logistics during Champs weekend. Expect to work at least one ribbon shift at Champs. Also responsible for organization and distribution at the end of season awards - time sensitive.**

COMMITTEES

Regular Season Long Commitments

(members must complete 2 Champs Shifts in addition to serving on a Committee during the regular season)

Social & Spirit Committee (4 families):

The Social and Spirit Leads are looking for a dedicated group of volunteers ready to participate in extra work during Spirit and Social Events. Workload consists of the following:

- Check-In of Swimmers & Parents at Social Events - Attend Social & Spirit
- Assistance with set-up and take-down of decorations at social and spirit event
- Making Signs leading up to key events and meets (Personal Best board, Spirit Signs, etc.)
- Preparation for Friday Recognition Days on the pool deck
 - i. Personal Best Tag Tracking and Distribution (1 fam reg. season long commitment)
 - ii. Swimmer of the Week Prep & Distribution (1 fam reg. Season long commitment)
- Assistance with End of Season Awards Party - Check-In/Award Table set-up and distribution
- Assistance with Champs Pep Rally

SWIM TEAM JARGON

STREAMLINE:	The most important thing in the sport of swimming! Head in line, with straight arms overhead and hands palm over palm with thumbs locked, core strong and body straight.
SCRATCH:	When a swimmer who is signed “in” to a meet is removed from some/all events. (i.e. “My son needs to scratch this meet. He has the flu.” or “I need to scratch the 50 Fly...my shoulder is sore.”)
MARKING EVENTS:	When a swimmer writes his or her event/heat/lane information on his/her arm with a permanent “Sharpie” marker. (#25/1/4 = Event25, Heat 1, Lane 4)
I.M.:	Individual Medley; an individual event of the four strokes swum in Fly, Back, Breast, Free order.
MEDLEY RELAY:	A four-person relay swum in Back, Breast, Fly, Free order.
ANCHOR:	The fourth swimmer in a relay.
HEAT:	A single race of swimmers in a competition pool. An ‘Event’ usually consists of several heats of swimmers. (i.e. “My son is in the 2 nd heat of the 25 Free.”)
LANE:	A single lane of the swimming pool in which a swimmer competes in a race.
SHORT vs. LONG FREE:	All swimmers ages 7 and up swim two different freestyle events. One is the shorter distance (short free) and the other is the longer distance (long free). Long free is double the distance of the short free.
SEED TIME:	A swimmer’s best time in a particular event. A seed time determines which heat a swimmer will compete in. (Seed also meaning a rank in a particular event. I.e. “My friend is the top seed in the IM!”)
PERSONAL BEST:	When a swimmer achieves a faster time than their previous best. Also called a PB or PR (Personal Record).
TIME TRIALS:	A required meet swum at the beginning of the season by our team only to establish a set of seed times for upcoming dual meets.
CHAMPS:	Champs is short for “Championships”; a required meet for all swimmers at the end of the season.
MEET OF CHAMPS:	Also called MOC; a meet which takes place 1-2 weeks after Champs for swimmers with fast qualifying times only.
PRELIMS/FINALS:	Prelims means “Preliminary events” at Champs. All swimmers swim 3 events each morning (Sat: Short free, I.M, Back. Sun: Long free, Breast, Fly). The top 10 finishers in each “Prelim” advance to re-swim the same events in afternoon “Finals.”