

Piney Creek HEAT Swim Team

Handbook



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1 Introduction

The Piney Creek "Heat" Swim Team encourages the children of Piney Creek to participate, develop, and improve their swimming skills while recognizing individual achievements, efforts, and contributions to team goals. Children between the ages of 5 and 18 are welcome to join the swim team and must meet only a few requirements to participate.

The "Heat" has a long history of success in and out of the pool. Success for the team is measured in terms of swimming accomplishments, child and parent participation, and community spirit. This is a positive and powerful community experience. Piney Creek-hosted swim meets are a work of organizational art and science, the result of well-coordinated efforts by parent volunteers, coaches, and children.

While the "Heat" fields strong swimmers, it is a developmental team that provides a healthy balance between recreational and competitive swimming. All swimmers are encouraged to attain their full potential.

The rewards are great. Competitive sports for children are a very rewarding and positive experience as long as the proper attitude is displayed by coaches, parents, and swimmers. The team goals are: to challenge the children to always do their best; to improve their own personal best times regardless of finish place; to work hard and feel a sense of accomplishment; and to have fun while doing all of the above!

The requirements to participate are few. All newcomers to the team must be dues-paying members of the Piney Creek HOA and be able to swim one length of the pool unassisted. Maintenance-only Association members are required to pay an additional family fee each year. Please refer to the "Registration" tab of the website for information on swim team fees.

This guide is intended to provide you with all the necessary information you need to enjoy our upcoming season. In addition, our website (<http://www.pineycreekheat.org>) always has the most up to date information regarding our team, so please check it often.

1.1 Requirements

Swimmers must meet the following criteria to be eligible to swim on the Piney Creek HEAT swim team:

- Be a resident of the Piney Creek Recreation or Maintenance** HOA or the swimmer was a grandfathered participant on the 2008 roster
- Be able to swim one length of the pool unassisted

*** PC Maintenance-only HOA members living in Morningside, The Overlook, & The Village must pay an additional family fee to participate on swim team each year. This fee is payable to PC Swim Team and is non-refundable and non-negotiable. These PC Maintenance-only HOA*

Swimmers are permitted in the pool ONLY during scheduled swim practices, swim meets, and swim team activities. The HOA is offering a pool membership to PC Maintenance-only HOA members living in Morningside, The Overlook, & The Village – if you reside in one of these neighborhoods and purchase that membership the additional family fee will be waived.

In order to maximize each swimmer's ability to achieve their personal goal, we require that the swimmer must be able to swim one lap or 50 yards (25 yards for 8 and under swimmers) of any stroke, unassisted, as the swim team shall not take the place of swimming lessons. Swimmers have until the first week of practice to meet this requirement. Swimmers who don't comply by this time will not be able to swim with the team and will receive a refund (See section 1.2 Refund Policy below).

All members must accept the Mountain Hi Swim League (MHSL) insurance waiver when registering to participate in practice and compete in meets. Acceptance of the Volunteer Agreement, and reading and agreeing to the PC Heat Swim Team Handbook is also required to join the team.

1.2 Refund Policy

The refund policy for the team is as follows:

- Swimmer withdraws from the team before the end of the first week of practice; a 75% refund will be given.
- Swimmer withdraws from the team before the end of the second week of practice; a 50% refund will be given.
- Swimmer withdraws from the team after the second week of practice; no refund will be given.
- If your swimmer is not able to swim to our requirements after the first two weeks of practice, we will ask that swimmer to look into swim lessons instead of swim team at this time and then issue a full refund.
- If a refund has been issued, your swimmer will not be able to join the team again until the following season.

Though we understand that situations arise that may make it necessary for your child to leave the team, please understand that we base the size of our coaching staff and our overall budget on the number of swimmers we have on the team. We also incur costs for registration and league fees that we cannot recover after a swimmer drops from the team. Therefore, these policies are in place to ensure we keep the team financially sound, as by that point it most likely will be too late to fill that swimmers spot on the team.

1.3 Expectations

Swimmers-

- To arrive to practice and meets on time
- To demonstrate a positive attitude, by listening, following instructions and being respectful of your coaches and other swimmers
- To show good sportsmanship at all times

- To come prepared to all practices and meets (goggles, swim caps, towels, and sunscreen)

Coaches-

- To arrive on time
- To create a positive atmosphere for learning
- To teach correct strokes, starts and turns technique
- To teach the value of good sportsmanship
- To teach goal setting and methods of attainment
- To have open communication with swimmers and parents

Parents-

- To bring your children to practice on time and prepared
- To participate within the team through volunteering
- Commit Yes or No to the meet online by Monday night each week, even if they are not swimming in the meet that week
- To inform coaches as to absences and vacations prior to a meet (BY MONDAY)
- Sign-up for Volunteer Jobs online by the deadline
- To call or text the Head Coach if your swimmer will miss a meet due to illness by 7:00 am on the day of the meet
- To be a role model for Good Sportsmanship
- To leave the coaching to the coaches
- Please do not interrupt coaches during practice

Parents, please remember that this is a Swim Team, and not a substitute for swimming lessons or babysitting.

1.4 TEAM and HOA Rules

- (1) There are no lifeguards on duty during our practices and our coaches are there to teach swimming (not babysit) -- so only swim team swimmers are allowed in the pool during their designated practice times. Please keep siblings out of the baby pool area and the steps area of the main pool. When your swimmer is done with practice, please have them exit the pool as we probably have another group of swimmers practicing next.
- (2) The HOA has asked us to clear the pool and deck area after practices are complete. The HOA would like everyone to exit the pool gates and if you are staying for open swim you must re-enter the pool when they open the gates at 11am.
- (3) If you move any of the furniture, please be sure to put it back where you found it before you exit the pool gates. Also, please be sure your children are not using the lounge chairs to make forts over in the grassy area. We have gotten several complaints from the HOA for this in prior seasons.

(4) For insurance purposes, you must be registered online and agreed to the insurance waiver before any child puts their foot into the water at practices. So if you have not registered already, please do so via our website.

(5) We have a Frequently Asked Questions (FAQ) tab on our website. If you have any questions please check there first as we have addressed all the common questions that we have received each season.

(6) Parents of 8 & Under and 6 & Under swimmers -- If this is your swimmer's first year on the team, we request that you stick around during practice.

(7) Bathrooms – We have had several problems in the past involving inappropriate behavior in the bathrooms, including minor vandalism such as the removal of shower heads during practice. If this happens again, the HOA has the right to shut down the bathroom area completely during our practices. Parents please make sure your swimmers are respecting the HOA property including the bathroom areas.

1.5 *Swim Team Disciplinary Policy:*

PC Heat Swim Team members will respect their teammates, coaches, parents, and other teams/parents/coaches as well as the PC pool property and other team property. If an incident occurs involving bullying, threats, weapons, sexual misconduct, drugs, vandalism, or anything else that the board members find offensive or inappropriate, appropriate actions will be taken as determined by the Executive Board of Directors.

Depending on the severity of the incident, the board members have the right to pursue the following disciplinary actions:

- 1st offense – The swimmer(s) will be asked to leave the practice/event/meet immediately
- 2nd offense – The swimmer(s) will be removed from practices/events/meets for one week
- 3rd offense – The swimmer(s) will be asked to leave the team with no refund given

PC Heat Executive Board members have the right to take whatever actions they deem necessary to resolve the incident. If an incident is deemed severe enough, The Executive Board may ask a swimmer to leave the team immediately without a refund if they feel the incident warrants that action on a first offense basis.

If a swimmer is asked to leave the team for disciplinary reasons, that swimmer may return to PC Heat Swim Team the following season but on probation. If they are involved in another incident, that swimmer will be asked to leave the team immediately with no refund given (zero tolerance for repeat offenders).

2 Who Are We / Contact Information

2.1 General

Team Website – <http://www.pineycreekheat.org>

Address:

Piney Creek Pool Location
5800 South Joplin Way
Centennial, CO 80015

Volunteer Board

The Piney Creek Heat Swim Team is run by a volunteer board consisting of various positions. The board is responsible for the organization of the team, hiring coaches, setting practice schedules and all other aspects of the swim team. A list of the current board members and their contact information may be found on our website under the News drop down tab labeled Board Members.

2.2 Coaching

Our coaching staff is a dedicated group that brings a wealth of swimming knowledge to our team. Scott Cohen returns as our head coach and is joined by several new and returning assistant coaches each year. Please visit the website for detailed bios of each coach.

Coaches are not your babysitters and will be treated with respect. Please speak to coaches with non-offensive language and in an appropriate tone. Yelling at coaches is not acceptable.

All communication with the coaches should be done via email or after practice has ended. Never interrupt coaches during practice. It takes away time from our kids and causes a safety issue.

Please Note:

- *If there is a question about stroke technique please ask your swimmer's respective coach before or after practice. All other questions should be addressed to the head coach outside of practice times.*

3 About the Mountain Hi Swim League (MHSL)

MHSL consists of 24 teams from different neighborhoods and smaller suburbs of the South Denver metropolitan area. These 24 teams are currently divided into five divisions of with varying number of teams. The division line-up is determined annually by the League Board based upon the team size and number of All-stars on the team. The PC Heat is currently in the "A-1" Division.

The regular season consists of five dual meets scheduled weekly throughout June and into mid-July, with an off-week on or around the July 4 weekend. Prelims are held mid-week following the completion of our regular season, and Championships are held at each Division level the

following Saturday. For a complete list of meet dates and locations for this season, please see the Schedule tab on our website.

The final meet of the season is the All Star meet in mid to late July. This meet provides an opportunity for swimmers from each of the teams within the five divisions to compete against each other. Swimmers are invited to participate in this meet based on qualifying times throughout the season or by placing first in their event(s) at a Division Championship meet.

For more complete information about the league and its bylaws and policy and procedures, you can go to their website at <http://www.mhsl.org>.

MHSL rules that most directly affect swimmers are:

1. A swimmer must be a registered at the pool/team for which they are swimming.
2. The age category in which a child will swim is defined by your child's age as of June 1st. of the current year.
3. The League requires swimmers to participate in at least 10 practices and 2 regular swim meets during the regular season to be eligible for Prelims, Championships, and All-Stars.
4. The League requires all swimmers to pay a seasonal fee for insurance (paid by PC Heat), regardless of other personal insurance programs. Please note, the league insurance is only a supplemental insurance to your own personal insurance.
5. Each swimmer is allowed to swim in a maximum of 3 individual events and 2 relays per meet.
6. 6 & under swimmers do not swim for points and, as exhibition swimmers, are not subject to disqualification with rare exceptions (touched by a coach or did not make any reasonable attempt to swim the designated stroke, i.e. swam freestyle for the entire breaststroke event).

3.1 Mountain Hi Swim League Parent, Coach and Swimmer Code of Conduct

Information, Policies and Procedures

Mountain Hi Swim League believes in the development of swimmers both athletically and individually. Mountain Hi Swim League will strive to instill and practice the values of what it takes to be a good sportsman. In order for us to achieve these goals, it will take a combination of coaches and parents to set good examples for the swimmers. Mountain Hi Swim League has established and will enforce the following conduct guidelines:

All Swimmers:

- Must refrain from addressing remarks, except when made as expressions in the spirit of friendship and or in good sportsmanship.
- Never use foul language or obscene gestures
- Should always applaud other team's performance and should always shake hands at the end of the race.

- Follow all rules of the hosting pool.
- Must not introduce any items into the pool including any item that could cause any chemical imbalance in the pool. i.e.: Jell-O.
- Cooperate with the decision of the stroke judge, starter and meet referee.

All Coaches:

- Must require all swimmers to comply with above set conduct.
- Must refrain from addressing derogatory remarks to any coach, swimmer, stroke judge, parent, timer, starter, meet referee or any other volunteer.
- Use proper protest procedures; Policies and Procedures Section 14.16
- Will never use foul language or obscene gestures.
- Should always applaud the other team's performance.
- Follow rules of the hosting pool and stay in designated areas.
- Always keep things in perspective and remember, "It is for your swimmers".
- Adherence to Policies and Procedures Section 34, Code of Conduct

All Parents

- Must refrain from addressing derogatory remarks to any parent, coach, swimmer, stroke judge, timer, starter or meet referee or any other volunteer.
- Will never use foul language or obscene gestures.
- Should always applaud the other team's performance.
- Follow all rules of the hosting team pool.
- Respect the coach's decisions and abilities, except in the case where it may cause injury to the team or swimmer.
- Adherence to Policies and Procedures Section 34, Code of Conduct
- Any infraction or inappropriate behavior will need to be submitted to the Board, at which time the Board will take the appropriate action.

4 Team Calendar and Events

Please reference the "[Calendar](#)" page of our website for a detail list of events, but key events for each season include:

- New Parent Orientation and Pancake party
- Fun Meet on the Saturday of Memorial Weekend
- Picture Day and Movie Night
- Private party at Pirate's Cove
- End of Year Team Banquet

5 Practice

5.1 Schedule

Please see the website for practice times under the Schedule tab. If your swimmer will be missing several consecutive practices (due to vacation, etc.), please notify the Coaches through the email and submit meet entries online early indicating your swimmer will not be attending, or with the desired events if they will be back for the meet.

5.2 What to Bring to Practice

- **Swimsuit**, don't forget the obvious!
- **Caps** (for both boys and girls) are highly recommended as they keep hair out of their eyes and body warmth in!
- **Goggles** are also highly recommended, as the chlorine can be harsh on young eyes.
- **Towel** (or two) to dry off with.
- **Warm Clothes** to change into. Morning practice can be chilly!

BE SURE TO LABEL ALL OF YOUR ITEMS!

5.3 Pool Usage Rules

The **Piney Creek Home Owners Association** requests that the following rules be followed for practice at the Piney Creek Pool:

Always use the gated entrance on east side when entering the pool area for morning practice.

Always use the roundabout correctly – follow the sign and don't cut through

NO PARKING in Red zones or in front of the trash enclosures – you will get fined by the HOA and/or ticketed by the police

NEVER PARK IN THE ROUNDABOUT AREA – please park in a designated parking spot and have your swimmer come out to your car rather than blocking the roundabout. You will get fined by the HOA and/or ticketed by the police for violating this rule.

Please help us stay in good standing with the HOA and Residents by following these rules.

At the **Piney Creek Pool**, please be sure to cleanup your area and ensure chairs and recliners are returned to their proper locations at the conclusion of practice.

Our swimmers are covered during practice time by Mountain Hi Swim League supplemental insurance. This does **NOT** cover siblings or family members.

Children must be picked up promptly at the end of their practice time and not allowed to "hangout" unless a parent is present. Coaches do not have the time to babysit your children and are not responsible for your children once they leave the pool after practice is over.

5.4 Weather Policy

“We will still have practice this morning in the rain. I was already planning on having the swimmers get wet.” -- Scott Cohen

We will try to avoid cancelling practice whenever possible. In case of bad weather, cancellation notices will be communicated through email. All other practice cancellations will be posted as soon as possible. Please do not call the clubhouse manager for practice cancellation information.

6 Signing Up For Meets

Swimmers are required to register for meets online through our website by Monday evening of each week to indicate if they are swimming in the upcoming weekend meet. A registration link for each meet can be found on the Events page of the website. This form should also be submitted if a swimmer is **unable** to attend the meet that week, so we know they are not coming and just didn't forget to sign up. You can also indicate if they must arrive late or leave early. If a swimmer has not registered online, they WILL NOT be entered in the meet.

THERE IS NO GUARANTEE THAT YOUR CHILD WILL BE ENTERED IN A MEET IF THEY ARE NOT REGISTERED ONLINE ON TIME (MONDAY EVENING)

7 Volunteer Information (Jobs)

Thank you for volunteering! We simply could not do this without your help and your time.

It takes many volunteers to run a swim meet (100 shifts for home meets, 50 shifts for away meets, plus several shifts needed for our Spirit activities). It really does take a village to run our swim team.

Each family is expected to work 5 shifts plus 1 post-season (Prelims or Championships) shift during the swim season. One shift is half of a swim meet (events 1-45 or 46-90). The Fun Meet will not count towards volunteer shift hours but it is a great opportunity to try out a new job or get a feel for what volunteering is all about.

Please Note:

- If something comes up that prevents you from keeping your volunteer commitment once you have signed up, it is your responsibility to find a replacement to cover your shift.

- Volunteers are required to check in with the Volunteer Coordinator at the beginning of every meet to ensure you get credit for your time worked. If you don't check in, you will not receive credit for working a shift.
- The Volunteer Coordinator has the right to move volunteers around as need be to ensure that a meet runs smoothly at his or her discretion.
- STAY OFF YOUR PHONES DURING YOUR SHIFT – if it is brought to our attention that you have been on your phone during a volunteer shift, the Volunteer Coordinator reserves the right to refuse credit for that shift at his or her discretion.
- **If it is brought to our attention that you have not been working during your volunteer shift, the Volunteer Coordinator reserves the right to refuse credit for that shift at his or her discretion.**
- If you have not fulfilled the required number of shifts at the end of the season, there will be a \$50 per shift missed fine assessed to your account.
- If you simply do not show up to work a shift that you are signed up for or notify us with no replacement, there will be an additional \$50 no show fine assessed to your account for each occurrence. This is the agreement made when you registered your swimmer.
- If you have an outstanding volunteer fine from the prior season, you will not be able to join PC Heat again until all outstanding volunteer fines are paid in full.

Volunteer Positions:

(Definitions are found on the Volunteer tab of our website)

- Clerk of Course (training required)
- Concessions
- Heating Area
- Runners
- Scoring
- Stroke & Turn Judge (training required)
- Meet Ref (training required)
- Starter (training required)
- Timing
- Announcer
- Meet Setup/Meet Tear Down
- And many others....

PC HEAT is a volunteer run organization. It takes parent volunteer contributions from every family on the team to run meets and various other team related activities. Because of this, all families are required to volunteer a minimum of 5 shifts during the regular dual meet season plus one post-season (Prelims, Championships, or All-Stars) volunteer shift.

If your child swims at All-stars you might be required to volunteer at that meet as well if we are short on volunteer signups from PC Heat Swim Team.

A parent of each swimmer must agree to comply with this policy before your child can begin swimming. Non-compliance with this policy without prior approval from the Board of Directors may result in termination of membership with PC Heat Swim Team.

8 Communication

Our team consists of more than 220 swimmers and over 110 families. Communication with families about upcoming events and news is accomplished through many different sources:

- **Team Website** (<http://www.pineycreekheat.org>) – Our website is updated as often as possible to keep you informed of the latest information. The News section lists the most current updates.
- **Team Newsletter (via email)** – All team members are automatically signed up for the email newsletter. This is sent weekly during the season and contains important information about the upcoming week. If you are not receiving email communications, please contact the Membership Chair. We use a Google group to communicate. Please check your spam/junk mail folder!
- **Team Folders** – A folder for each swimmer is kept in a file holder and made available on Mondays following a swim meet. Please check your swimmers folder weekly as all awards (ribbons) and speeding tickets will be distributed in these folders.

9 Swim Meets

9.1 Schedule

Please check the “Calendar” page on our web-site for a detailed meet schedule

9.2 What to Bring

See Appendix C: Meet Check List

9.3 Arrival and Set Up

In case of emergency or illness, please call or text the head coach and let them know if your swimmer will not be at the meet.

Dual swim meets are held on Saturday mornings. Dates for these meets can be found on the swim team website. Swim meets consist of 90 events and begin with the first race promptly at 8:00 AM (on rare occasions, some meets start at 7:30 AM) and end at approximately 1:00-1:30 PM.

See Appendix B: Meet Order of Events for details on the order of events

Swimmers are expected to check in at the check-in table upon arrival at the meet and check out with the coaches when leaving early. Not checking out with coaches will result in a swimmer possibly being unable to participate in relays at the meet. Please be considerate of other swimmers and coaches so that this does not happen and we do not have a group of relay

swimmers who have to be scratched because one person is missing. Parent Volunteers are expected to check in as well in order to get credit for your session.

9.4 How to Know What Events You Are In

Coaches make every effort to enter swimmers based on which events the swimmers want to swim (they are asked weekly). Heat sheets (a list of what events and what heat a swimmer is in with both teams included) are posted on the gate (Home Meets) or near the assigned team area (Away Meets) on the day of the swim meet. We also try to email the heat sheets by Friday evening if they are available. Check these sheets to see what events your child is swimming.

Use a sharpie to mark the swimmer's hand or arm with his/her events, as well as the lane and heat. This serves as a constant reminder of which events to be listening for:

Example: If swimming Event #19 (9-10 Boys 50 Free), Heat 2, Lane 4

Write: | E | H | L

50 Free | 19 | 2 | 4

A swimmer can swim in a maximum of three individual events and two relays. Heating generally occurs 8 to 10 minutes prior to the running of that event. We ask that ALL swimmers stay in the assigned team area during the meet. Volunteers do not know all the swimmers and it is quite difficult to locate swimmers if they are not in a designated area. Volunteers **will not search for a swimmer who is not in the Heating Area. If swimmers are not in the Heating Area prior to their heat being placed behind the starting blocks, they will be scratched from the event.**

9.5 Warm Ups

Swimmers will warm up for Home Meets typically at 7:00 AM and at Away Meets at 7:20 AM but are always subject to change and official times are communicated in the Newsletter each week. This means IN THE WATER at this time with arrival at the pool 15 minutes prior to our warm up time. It is important to have your swimmer participate in warm-ups. Not only does it "get their blood flowing" it also allows the coaches check in swimmers and make any adjustments/scratches for missing swimmers. The coaches spend a **great amount of time** entering swimmers in events. Please be aware of the **tremendous burden** it puts on the coaches and officials to make last minute changes.

9.6 The Meet

After warm-ups, your swimmer should know whether they are in a relay. Medley Relays are at the start of the meet, so those swimmers will need to be in the Heating Area before the start of the meet. The coaches and heating volunteers will get them where they need to be from there.

There are 90 numbered events in each meet including all individual and relay events. Many events have multiple heats since the pool can usually accommodate only 6 swimmers at a time. Coaches will be available to speak to each swimmer prior to their event and after. This way, the coach can remind him/her of the things they should keep in mind as they swim and then provide instant feedback at the end of their race.

Parents, remember that each race is a chance to learn and you should ALWAYS be positive no matter what the outcome of each race. Swimmers are competing against their best time, first and foremost, and a great effort should always be applauded. Good Sportsmanship begins with you.

Keep a close eye on the "First Call/Last Call" board near the Heating Area to get your swimmer to the Heating Area on time. The meet announcer or starter will also be calling First and Last Call. Upon First Call, swimmers proceed to the Heating Area. Swimmers need to come to this area ready to swim their race - with caps, goggles and all necessary bathroom trips out of the way. If you have a young or new swimmer, you will need to escort them the first few times. Otherwise, parents should not be in the Heating Area **and never behind the blocks**.

Please Note – No recording devices are allowed behind the starting blocks – please video your swimmer from either the side of the pool or at the turn end of the pool.

Once at the Heating Area, swimmers will check in with the Clerk of Course. If it is a carded meet, they will receive a card (blue for boys; pink for girls; green for relays) with their name, event, heat and lane information on it. Swimmers should take their card and sit in the BACK row of the benches.

Volunteers will move the swimmers forward through the benches and confirm that they are in the right spot.

Swimmers will be directed to their lane at the appropriate time. When it is time for the swimmer's event/heat, the timer will take their card and they will move up to the starting blocks. During and after the race, please have plenty of positive words for **all** of the participants!

Note, some meets are now run card less. If this is the case, your swimmer will be directed by the heating area volunteers where they need to be.

You are not required to stay for the entire meet, but we hope that you will so that you can cheer for your friends and neighbors. It is VERY important to have swimmers check with their coach before leaving the meet to make sure they have completed all of their events and are not needed for a Freestyle Relay.

9.7 Meet Nutrition

A good high carbohydrate meal the night before a meet will help get the muscles primed for peak performance. Some swimmers will have a hard time eating breakfast when they get up so early but it is important that they try to eat something to have energy for warm-ups. Even a bagel or energy bar in the car on the way works. Drink plenty of water & / or sports drinks before and during the meet. Swimmers sometimes forget this because they are already in the water! Stay away from high sugar foods and drinks, as they will cause a brief sugar highs followed by a sluggish sugar crash.

9.8 Results and Points

Event results are posted as soon as they become available from the scoring table. Look for them to be taped up on a wall near the scoring table. Please wait for the posting and do not approach the timers or the scorer's table to find out how swimmers finished.

Remember, some of the pools are 25 METER pools, and some are 25 YARD pools.

A yard is shorter than a meter.

To convert times:

$$\text{Yards Time (in seconds)} \times 1.11 = \text{Meters Time (in seconds)}$$

$$\text{Meters Time (in seconds)} \div 1.11 = \text{Yards Time (in seconds)}$$

Events are either "pointed heats" (places 1-4) or exhibition (opportunity to swim yet no points awarded to team). Points are awarded to the 4 fastest times per event (not heat) as follows:

Individual Events

- 1st Place: 6 points
- 2nd Place: 3 points
- 3rd Place: 2 points
- 4th Place: 1 point

Relays

- 1st Place: 8 points
- 2nd Place: 4 points

- 6 & Under swimmers do not score points for the team, and they are not eligible to be disqualified in their races (except for rare exceptions). 6 & under swimmers are also eligible to swim in 8 & under events but are subject to disqualification, however they may swim in only one age group per event.
- You will see Stroke & Turn Judges around the sides of the pool during the meets watching for rule compliance. If a swimmer is disqualified (DQ'd.), the Coach will receive a yellow DQ slip that describes the infraction. This should be used as a learning process for the swimmer and coaches to work to correct the improper stroke.
- If there is a tie, the points for both places are added together and split between the swimmers.
- Points are totaled for each team at the end of the meet to determine final scores. The team scores are periodically announced throughout the meet as well.
- Swimmers may swim up in age group, but will have to remain in that higher age group for the remainder of the meet. An exception is made for relay events. Any swimmer may "swim up" to fill out a relay provided at least one swimmer on the relay is in the correct age group.
- Final meet results, with individual times will be posted on the website as quickly as possible.
- Ribbons are given to 1st – 8th place for individual events and 1st – 3rd place for relays. Swimmers can also earn Speeding Tickets for setting a personal best time in an event that they have swam previously. Speeding Tickets can be redeemed for prizes on the Monday

following the meet during regular practice times. Speeding Tickets are a team-sponsored activity and not part of the MHSL rules and guidelines.

- Swimmers will be assigned to a relay team by the coaching staff at their discretion. Speeding tickets are not distributed for relays, only individual events that are swam correctly.
- Speeding tickets are for personal improvements – if you get disqualified in an individual event you will NOT receive a speeding ticket for that event as you swam the stroke incorrectly even if your time improved.

9.9 Parent Etiquette

Swimming is such a great way for our kids to have fun, be fit, make friends, and compete against themselves and others. As parents, it is our responsibility to make sure that they will get all the support and help they need. We should be encouragers, who cheer them on to do their best and hug them when they are disappointed. Parents who are overly focused on their swimmers' performance can sometimes lose perspective and improperly take on the role of coach instead of parent.

Recent surveys of Olympic level swimmers have confirmed that swimmers do best when the parents take more of a background role when it comes to the swimming itself, while still being supportive and caring to the swimmer. So, please, cheer for your swimmer and keep your comments positive and encouraging. **Expressing anger or displeasure at their performance, judges or other swimmers is humiliating for them and inappropriate.**

If issues arise regarding DQs, timing, other swimmers or other issues regarding meet officials, please go to the Coaches or Parent Reps and do not approach the officials, other coaches or parents. As with any sport, we need to respect the officials and the guidelines they are bound by. Encourage good sportsmanship in your swimmer.

9.10 Judging and Disqualifications (DQ's)

We are a "recreational" swim team, however, a swimmer's accuracy in executing a stroke, turn or start is judged in order to make competition fair for all swimmers. Stroke judges are required by the MHSL to disqualify (DQ) swimmers that are not swimming a stroke correctly or performing starts and turns per the league guidelines regardless of age or ability. If a swimmer is allowed to continually swim a stroke incorrectly, they may have an unfair advantage over the other contestants.

The MHSL encourages stroke judges to err on the side of the swimmer; when in doubt, they are to rule in favor of the swimmer. 6 & under swimmers are exhibition swimmers and not subject to disqualification, except if touched by a coach assisting in the water or they do not make any attempt to swim the specified stroke (i.e. they swim freestyle for the entire breaststroke event). However, if that same swimmer is entered in an 8 & under event, they are subject to the same rules as every other swimmer and may be disqualified. Coaches will teach proper stroke

technique, starts and turns during practices and remind swimmers about them during meets, so there are no surprises should a swimmer be disqualified.

NEVER QUESTION A STROKE AND TURN OFFICIAL ABOUT A CALL. LEAVE THIS TO THE COACHES AS THERE ARE SPECIFIC PROCEDURES THAT MUST BE FOLLOWED.

9.11 Sportsmanship

Not only do we want to promote better swimmers, but also good sportsmanship. Cheering on others during their race is encouraged. Explain to your swimmer that good sportsmanship is seen when one turns to the swimmers beside them and congratulates them on a good race. Bad mouthing, teasing and other un-sportsman-like behavior will NOT be tolerated. Should you see or hear this happening please contact a Parent Rep and it will be handled accordingly.

9.12 Spectators

As a spectator, please stay behind the ropes around the pool deck. The Starter, Referee, Stroke Judges, Clerk of the Course, Timers, Runners, and Coaches are all busy doing their jobs inside the ropes. We ask that you cooperate and encourage you to cheer on your swimmers from "behind the ropes"!

10 Parts of the Swim Season

10.1 Dual Meets

Dual meets are swum against one other team in our division and are regular season meets. They consist of 90 events and begin and end with relays. This is why it is important to arrive on time and stay until the end of the meet. Swimmers are not required to stay for the entire meet, but it is encouraged to promote team spirit.

Should a swimmer need to leave early, you MUST check out with your coach and if you know in advance that you will be leaving early then that should be included when you sign up for the meet online. Coaches enter relays with the expectation that your swimmer will be there at the end of the meet. Please do your best not to disappoint 3 other swimmers by leaving early without telling anyone.

10.2 Preliminaries ("Prelims")

Prelims are for each age group, after the regular season, to determine who will compete in the Championship Meet. All 6 teams compete against each other. Prelims are for all swimmers in the Division regardless of age or ability. Prelims are divided into two or three days, are held on weekday mornings.

Usually swimmers will compete in their strongest events for Prelims. Coaches will ask swimmers to indicate the events in which they would like to swim at Prelims. The goal is to give them the best chance to qualify for Championships. There are no relays at Prelims. The top 12-16

qualifiers (depending on the number of lanes at the Championship host pool) and two alternates for each event will qualify for the Championship Meet.

10.3 Entries for Prelims

Entries for Prelims are due to the League prior to the last dual meet. An entry time for Prelims is determined by a swimmer's fastest time at any dual swim meet during the regular season. These times will merely place them in a heat of similar times.

Due to other commitments or personal reasons, not all swimmers attend Prelims. If a swimmer will not be able to swim in Championships, **please do not sign them up for Prelims**, unless they are close to an All Star time and would like one more chance.

Prelims week is the final regular week of our swim season. The schedule is usually as follows:

Monday - Tuesday and/or Wednesday – these days are typically broken up into age groups so that each day has about the same number of swimmers

Monday – Thursday (excluding scheduled prelim day) – regular practice for those who qualified for Championships or are in Relays

Saturday - Finals for all ages beginning PROMPTLY at 8:00am.

10.4 Championships

The fastest 12 - 16 swimmers from Prelims attend Championships plus two alternates in each event, from each age group. Many, many children compete in Prelims and "percentage-wise" very few will make it to Finals. Great emphasis should be placed on individual achievement throughout the swim season and everyone should feel good about his or her own accomplishments regardless of qualifying for Championships.

Relays are swum at Championships, so swimmers who didn't qualify for an individual event may still be able to participate in Championships. Please let coaches know whether or not you will be available for Championships if you do not qualify for an individual event. Teams are allowed 2 relay entries per event.

At the end of the meet trophies will be awarded to the team with the most points, as well as a Team Sportsmanship Trophy (which is voted on by the Parent Reps) and age group trophies for boys and girls with the most points for each of the age groups. Medals and ribbons for Championships will be handed out at our end of the season party.

10.5 All-Star Meet

This is the last meet of the season and is strictly an individual event meet. This meet is for the best of the best in the entire league of 24 teams. Eligibility is for swimmers who swim at least as fast as the All-Star qualifying times during the regular season, or at Prelims or Championships. A swimmer may also qualify by placing 1st in their event at Championships regardless of whether

they have a qualifying time. Events are heated starting with the slowest qualifying times to the fastest. There are no relays at this meet.

There is an entry fee of \$10.00 per swimmer paid by the PC Heat Swim Team and includes an All-Star t-shirt. Should a swimmer choose **not** to attend All Stars, they may purchase an All-Star t-shirt at their own expense for \$10. Swimmers may be in 3 events and should pick their best ones in the event that they qualified for more than 3 events.

Medals are given through 8th place and ribbons for 9th – 16th place.

10.6 Other Miscellaneous info

Results are usually posted as the meet progresses. Look for them to be taped up on a wall with a group gathered around them. Locker rooms and bathrooms are always busy. Patience and planning go a long way in preventing problems. Also, check one more time to make sure you have gathered your belongings when the meet is over.

If your child is not at the pool prior to warm ups, they may be scratched from a relay and replaced with another swimmer. Our Head Coach will ALWAYS have a phone with them and we encourage you to call if you will be late.

11 Events

11.1 Fundraising

Concession Stand - run by parent volunteers at our home meets and all proceeds go to the Swim Team.

Sponsorship Options – we do offer sponsorship options as follows:

- \$450.00 – one **Deluxe Super Team Sponsor** will have half of the front cover (**full color ad**) of the Mile Hi Championship Program along with the Art Contest winner's design. The Super Team Sponsorship will also include their banner hung at all the home meets, a rotating big banner ad on the home page of our website, and a sponsor button with a direct link to your website located in the Team Sponsor section of our home page
- \$225 – **Super Team Sponsors** – includes a banner hung at all the home meets, a rotating big banner ad on the home page of our website (only 10 available) , a full page (**black & white**) inside ad in the Championship Program, and a sponsor button with a direct link to your website located in the Team Sponsor section of our home page
- \$125 **Team Sponsor** -- same plan as above but doesn't include hanging a banner at all the home meets
- \$100 **Banner Only Sponsor** -- unlimited slots available - we will hang your banner at all of our home meets.

- \$100 **Website & Championship Program Sponsor** -- includes a rotating big banner ad on the home page of our website (only 10 available), a full page (**black & white**) inside ad in the Championship Program - no sponsor button included
- \$75 **Website Button & Championship Program Sponsor** -- includes a sponsor button in the Team Sponsor section of our website with a direct link to your website and a full page (**black & white**) inside ad in the Championship Program
- \$50 **Championship Program only ad** - this includes a full page black and white ad inside of our Championship Program that will be sold at the Championship meet (this meet includes 4 teams in our Division)
- \$50 **Website Button Only Sponsor** -- includes a sponsor button in the Team Sponsor section of our website with a direct link to your website

If you are interested in advertising with PC Heat Swim Team please email secretary@pineycreekheat.org with your questions or request to advertise.

11.2 Spirit Events

The team has many spirit events planned for the season. Please check the Team Calendar on the website for exact dates and times for these and other events.

12 Appendix A: Glossary of Swimming Terms

AL-STARS: Time qualification meet. Swimmers qualify throughout the season for this meet. A qualifying time will be annotated on the final meet results.

BACKSTROKE (BACK): The back crawl.

BLOCK: The starting platform.

BREASTSTROKE (BREAST): A frog-like stroke with a whip kick.

BUTTERFLY (FLY): A racing stroke in which both arms rotate together while the legs perform a dolphin kick.

CHAMPIONSHIPS: Top 12 - 16 finishers at Prelims in each individual event and up to 3 groups per relay event will participate in division Championships that include all 5-6 teams.

CIRCLE SWIMMING: Used in practice by staying to the right of the black line when swimming in a lane to enable more swimmers to swim in each lane without running into each other.

CLERK OF COURSE: Meet official who places swimmers in correct order of events and lane assignments by managing the heating area.

CODE OF CONDUCT: Conduct guidelines that the Mountain Hi Swim League has established and will enforce for swimmers, coaches, officials and parents.

CONSOLATION HEAT: 7th - 12th or 8th – 16th place finishers at Prelims for each event will swim in this heat at the Championship Meet. They may not place higher than 7th or 9th at Championships even if their times are faster than those in the Championship heat.

DQ: Disqualification for reason of a rule/stroke violation.

DUAL MEET: A regular season meet swam with two teams.

EVENT: Any race, per age group, may consist of multiple heats

FALSE START: This occurs when a swimmer leaves the blocks before the whistle or beeper sounds.

FINALS HEAT: 1st through 6th/8th (depending on a 6 or 8 lane pool) place finishers in Preliminary Meet will swim in the Finals Heat at the Championship Meet.

FINISH: End of a race. Exact time when swimmer touches the wall.

FIRST CALL/LAST CALL BOARD: Located near the Heating Area. White Board maintained by heating area. Signals First Call (swimmers should report to heating area to check in) and Last Call (swimmers are in chairs and all swimmers must be present or they will be scratched) for upcoming events.

FLIP TURN: In the freestyle and backstroke only, when a swimmer turns by completing a partial somersault and twisting underwater before pushing off the wall to resume swimming.

FREESTYLE (FREE): In this event, a swimmer can swim any stroke that he/she wishes, but the front crawl is usually chosen.

FREESTYLE RELAY: A relay consisting of 4 swimmers, who each swim $\frac{1}{4}$ of the race with any stroke but usually freestyle.

HEAT: Events with many swimmers may need to be divided into multiple rounds or heats, which are the races that make up each event. Swimmers are matched with others of similar seed times with the slowest times in the first heat and the fastest times in the last heat of each event.

HEATING AREA: Area to the side of the blocks where swimmers are organized into the correct heats for each event.

INDIVIDUAL MEDLEY (I.M.): A swimmer swims the prescribed distance in quarter increments in the following order: Butterfly, Backstroke, Breaststroke, Freestyle.

MARK: Swimmer's starting position, assumed when commanded by Starter, as in "take your mark".

MEDLEY RELAY: Four swimmers on a team, who each swim a different stroke for $\frac{1}{4}$ of the race in the following order: Backstroke, Breaststroke, Butterfly, Freestyle. In this race the freestyle leg must be just that, freestyle or front crawl.

MEET: Competition designed to be a learning experience. By implementing what has been learned in practice, the swimmer tests him/her self against the clock to see improvement.

N/T (No Time): this is used to designate a swimmer has no previous time in a specific event or distance of event.

PRELIMS: Preliminaries to league Championship finals that are attended by all swimmers of each divisional team to determine placement at Championships.

REFEREE: Top official at a meet. Has full authority over all officials, swimmers, parents and coaches. Enforces all rules and decides all questions relating to conduct of meet. Can overrule any meet official on a point of rule interpretation or judgment decision on any action he has observed. May also disqualify swimmers or remove any afore mentioned persons for unsportsmanlike behavior.

RELAY: An event in which four swimmers compete together as a team to achieve one time. Each swimmer swims a $\frac{1}{4}$ of the race.

RUNNER: Deck volunteer who gathers event cards from timers and takes them to the scorer's table.

SCRIBE: Is on headset and fills out DQ forms per officials, then gets Meet Ref to confirm DQ by signing off on DQ slip. Gets to SIT in the SHADE during the meet)

SCRATCH: To withdraw or be taken out of an event in a competition, due to illness, for being late to check in or not showing up for event.

SEED TIME: The time used to enter a swimmer into a meet; usually the swimmer's personal best.

SPLIT: A swimmer's intermediate (or half way) time in a race.

STARTER: The Deck Official who starts swimmers in each race, usually using a starter gun or beeper.

STREAMLINE: The position used to gain maximum distance during a start and/or push-off from the wall in which the swimmer's body is as tight as it can be with arms stretched over their heads and a dolphin kick used prior to the swimmer breaking the water. No arm pull is allowed during a streamline.

STROKE & TURN JUDGE: Deck official who observes swimmers to ensure that rules relating to stroke techniques are followed. They signal violations to referee and also talk with the swimmer about the infraction.

TIMER: Deck volunteer who operates a stopwatch and records the time for the swimmer in their lane.

WAIVER: League insurance waiver form, which must be turned in before a swimmer can participate in a meet or a practice.

13 Appendix B: Meet Order of Events

Event-Boys	Age Group	Distance	Stroke	Event-Girls
1	13-14	200	Freestyle	2
3	15-18	200	Freestyle	4
5	8-und	100	Medley Relay	6
7	9-10	200	Medley Relay	8
9	11-12	200	Medley Relay	10
11	13-14	200	Medley Relay	12
13	15-18	200	Medley Relay	14
15	6-und	25	Freestyle	16
17	8-und	25	Freestyle	18
19	9-10	50	Freestyle	20
21	11-12	50	Freestyle	22
23	13-14	50	Freestyle	24
25	15-18	50	Freestyle	26
27	8-und	25	Butterfly	28
29	9-10	50	Butterfly	30
31	11-12	50	Butterfly	32
33	13-14	100	Butterfly	34
35	15-18	100	Butterfly	36
37	6-und	25	Backstroke	38
39	8-und	25	Backstroke	40
41	9-10	50	Backstroke	42
43	11-12	50	Backstroke	44
45	13-14	100	Backstroke	46
47	15-18	100	Backstroke	48
49	6-und	25	Breaststroke	50
51	8-und	25	Breaststroke	52
53	9-10	50	Breaststroke	54
55	11-12	50	Breaststroke	56
57	13-14	100	Breaststroke	58
59	15-18	100	Breaststroke	60
61	8-und	50	Freestyle	62
63	9-10	100	Freestyle	64
65	11-12	100	Freestyle	66
67	13-14	100	Freestyle	68
69	15-18	100	Freestyle	70
71	8-und	100	Ind Medley	72
73	9-10	100	Ind Medley	74
75	11-12	100	Ind Medley	76
77	13-14	200	Ind Medley	78
79	15-18	200	Ind Medley	80
81	8-und	100	Freestyle Relay	82
83	9-10	200	Freestyle Relay	84
85	11-12	200	Freestyle Relay	86
87	13-14	200	Freestyle Relay	88
89	15-18	200	Freestyle Relay	90

14 Appendix C: Meet Check List

The following is a list of recommended items that should be brought to a swim meet:

- Swimsuit
- Goggles
- Spare Goggles (they have legs and walk away or break at the worst possible moment – always good to have some extra googles available)
- Sunscreen
- Lots of towels
- Swim Cap – PC Heat cap at Meets
- More Sunscreen ;)
- Sweatshirt and pants – to stay warm during down time
- Tent or Umbrella for shade
- Blankets – to wrap up in during morning or sit on in the grass areas
- Lawn Chairs
- Water for hydration – it gets hot out there
- Flip Flops / Sandals / Pool shoes
- Snacks / Lunch / Cash for concessions stands
- Sharpie to write event/heat/lane numbers on swimmers
- Another bottle of sunscreen
- TEAM SPIRIT!!!

GO HEAT !!!!

