



# **A GUIDE FOR NEW SHARKS..... YEE!**



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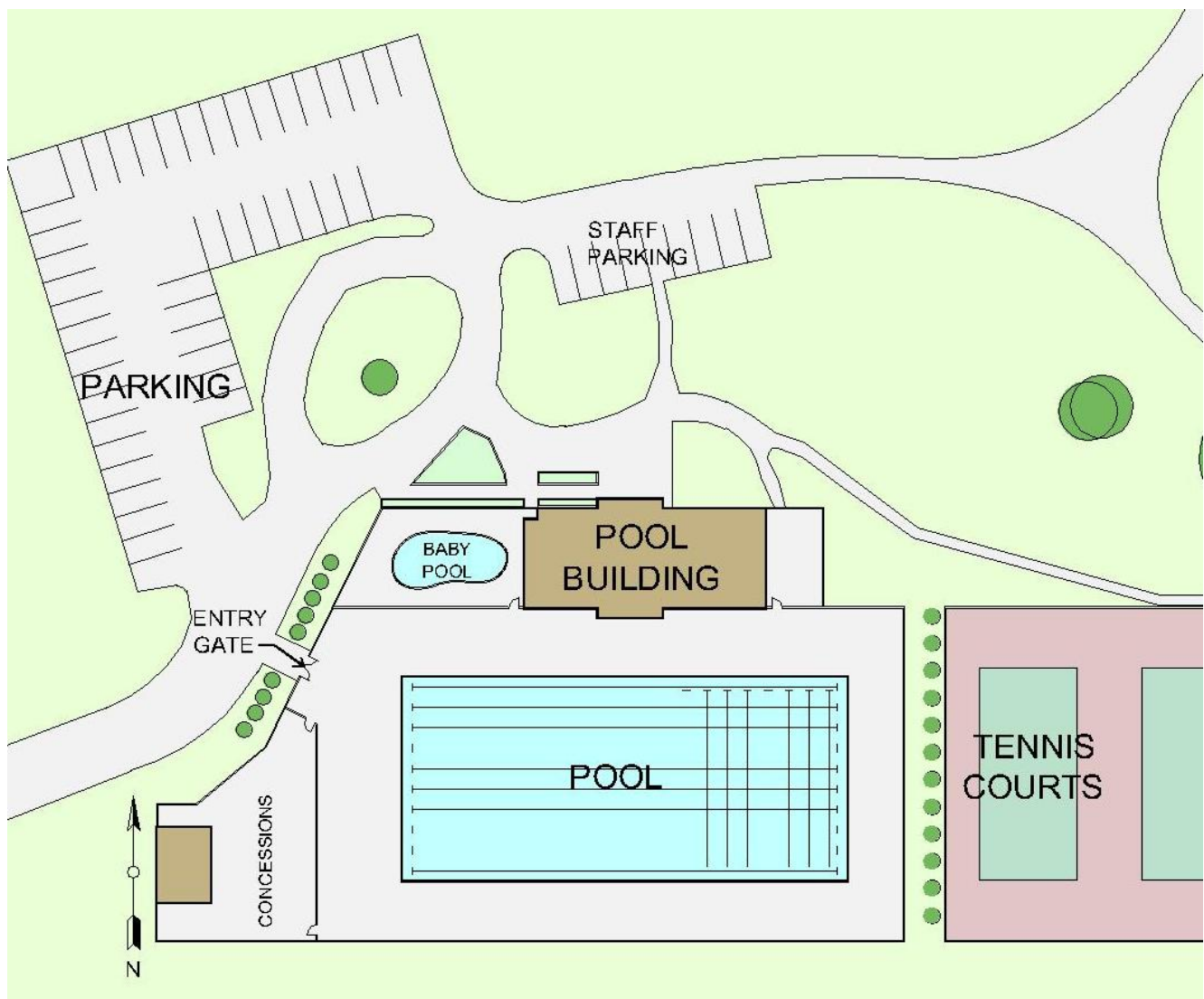
## SWIM PRACTICE 101

Practice is extremely important for improving as a swimmer, and Sharks are expected to attend as many practices as possible. If your Shark also practices with a local USA or YMCA Swimming club, please coordinate with your Shorewood coaches to determine which Shorewood practices your shark will attend. Coaches are available outside practice to speak with a parent.

Questions for coaches? [swimcoach@shorewoodpool.com](mailto:swimcoach@shorewoodpool.com)

Questions for Team Parent Committee? [swimparent@shorewoodpool.com](mailto:swimparent@shorewoodpool.com)

### Pool Layout



## **What To Bring To Swim Practice**

1. Swimsuit: Sharks are encouraged to wear training suits in practice. Training suits for girls are onepiece suits, for boys they are jammers, box jammers, or briefs. This year, Middleton Sports is our official team store. The staff has a lot of experience and good advice to share concerning equipment, suit and goggle fittings. Remember to mention Shorewood swim team to receive your discount. Our team suit is now available.
2. Goggles
3. Cap (not required: Swim caps are strongly recommended during meets for anyone with long hair. While they can take a while to get used to for new swimmers, they will make a difference in your times, especially if you have long hair. For practice, it is up to the individual swimmer whether or not they wear a cap; however, given the amount of time in the pool, the chlorine can take its toll on your hair. Latex team caps are the cheapest, though silicone team caps can be purchased as well.
4. Towel
5. Optional: water bottle, extra towel, change of clothes

## **Before Swim Practice**

1. Arrive for practice about 10-15 minutes early. Entry to the pool during morning practice will be through the entry gate.
2. Most sharks arrive at the pool with their suits on and goggles ready.
3. Parking may be hectic. Families are allowed to drop sharks off at the entry gates, but please do not linger in the drop-off zone and leave ample room for other vehicles to pass.
4. Have a good drink of water before practice....and empty your bladder!
5. Be ready to enter the water on time: suit on, strings tied, goggles ready, caps on (if desired)

## **During Swim Practice: Swimmers**

1. Sharks will meet by age group – listen for coaches calling out meeting places (i.e. 9-10's meet at the SW shower on deck)
2. Practice will begin with announcements from the coaches and simple land exercises – sharks, please be on time in order to hear important announcements
3. Sharks will be split into groups by their coaches and led to their area of the pool for practice
4. Pool time will begin with a warm-up and proceed to interval training, often ending with a team game
5. Sharks are allowed to visit the restroom or drinking fountain during practice – just let the coaches know!
6. Starts and turns will be addressed primarily on Fridays, particularly during the evening practice.
7. Parents, please reserve any questions or comments to the coaches till after practice
8. Parents are allowed to drop sharks off for practice – please keep in mind, coaches and pool staff are not responsible for monitoring your shark before or after practice

### **During Swim Practice: Family and friends**

1. What can parents do during practice? You have options. You can drop your Shark off for practice and pick them up afterwards. Parents are welcome to watch practice from the pool deck. The concessions stand will not be open, but families are welcome to sit at the tables or on the deck lounge chairs, out of the pool and away from the pool edge. Parents with younger children may enter the baby pool. Swim lessons begin shortly after morning swim practice, and the pool and parking lot will become quite crowded. Parents are allowed to stay on the pool deck during lessons, but are discouraged from entering the pool or speaking with the coaches and teachers during practice or lessons.
2. What can kids who are not practicing do during practice times for other members? Older kids are not allowed in the baby pool during practice, nor are they supposed to hang out in the shower rooms. Siblings are allowed to wait at the pool if you have more than one child participating at different practice times. Siblings waiting their turn for practice are often seen playing cards or reading on the deck chairs, etc. Parents are encouraged to coordinate pick-up times or a plan for what to do once practice is complete with their sharks; coaches are not responsible for ensuring members are safely located once practice is over. If members need to wait at the pool till open swim, the concession area is a suggested location to wait.

### **After Swim Practice**

1. Many sharks take a shower after practice – please do not let your sharks linger in the showers for a long time
2. Sharks are allowed on the pool deck after practice to dry off, but are expected to clear the way for families arriving for lessons. If you know you will not really use a deck lounge during practice or lessons, please do not spread your belongings around

### **Signing Up For Swim Meets**

1. Swim meets are not required, but are highly encourage! They are a fun way to demonstrate the skills and strengths developed in practice, and they are a wonderful team activity. Sharks who intend to participate in the All-City Meet at the end of the season must participate in a minimum of 3 dual meets. If it is possible to schedule vacations, camps, etc. around the meet schedule, please do so.
2. Swimmers will be responsible for signing up for their own individual events every week. Sign-up sheets will be posted every Tuesday on the bulletin boards at the pool, location to be announced by coaches at practice.
3. Swimmers need to mark themselves as unavailable on the sign-up sheet if they will not be participating in an upcoming meet or coaches will assume they may be available for relays.
4. Swimmers choose their events upon their own comfort level and advice from coaches. Typically, new swimmers will choose a freestyle event and one other stroke event (often breaststroke). Swimmers are encouraged to begin with what they know and then progress to new events!

5. Swimmers may enter a maximum of two individual events per meet. Choose from Freestyle, Breaststroke, Backstroke, Butterfly and Individual Medley (IM) – which is one leg each of Butterfly, Backstroke, Breaststroke, and Freestyle (in that order).
6. Relays require four swimmers. In the Medley Relay, each swimmer swims a specific stroke in this order: Back, Breast, Fly and Free. In the Free Relay, all four swimmers swim Freestyle. At home meets, events can be sponsored to help motivate or recognize your favorite swimmer.
7. In most cases, relays will consist of the four fastest swimmers as determined by the team's coaches. However, it is the coaches' discretion to fill out relays so that SW can score the maximum number of points per relay event. They may change swimmers in swim order, stroke or to a different relay
8. 8 & under individual stroke events consist of one length of the pool, 9-12s swim two lengths, and 13+ swim 4 lengths. Individual medleys (IMs) require at least one length of each stroke.
9. Coaches will place swimmers on relays as they see fit. If your shark would not like to be on a relay, please let the coaches know
10. Coaches will send out an email on Thursday listing the event registration for the upcoming meet. Please check this email and see if your shark has been entered correctly for individual events, and if your shark has been entered as part of a relay. There will be a short turn-around time to verify and/or correct your shark's events. Please let coaches know as early as possible if there is a correction to be made, or if your shark will not be attending the meet!
11. If the coaches change an event to ensure there are swimmers in all races, they will let the swimmer know. If there are any questions regarding the meet lineup, you may contact the coaches via email ([swimcoach@shorewoodpool.com](mailto:swimcoach@shorewoodpool.com)) or in person after practice.
12. If you sign up for a meet, make every effort to be there! Coaches do not like no-shows! Your teammates do not like no-shows. Swimmers will probably be assigned to two relay teams; if they do not show up, they hurt three other kids and force coaches to scramble on deck the morning of the meet. We understand that swimmers sometimes get sick on Friday; if you absolutely cannot make it to a Saturday morning swim meet that you are signed up for, please let your coaches know ([swimcoach@shorewoodpool.com](mailto:swimcoach@shorewoodpool.com)).

### **Frequently Asked Questions About Swim Practice**

1. How hard will practice be? Practice will be tailored to each age group. Sub-groups may be created within an age group to accommodate all levels of experience. Swimmers will be expected to swim the entire practice. Breaks are given while coaches explain the next set of intervals, and periodically to allow swimmers to get a drink or rest.
2. Will my swimmers get individual attention? The Shorewood Shark team is a big and exciting team. Individual attention at practice is very difficult. Sharks seeking additional advice are welcome to speak with coaches after practice and to attend

evening practice when attendance is lower. Please Note: All evening practices are supplementary and will have a special technical emphasis that will be communicated weekly. These sessions will not be intended to be a substitute to the mornings, but rather as an enhancement to the “work-outs” in the morning sessions.

3. What if we have questions? Coaches welcome all questions and comments. During morning practices, it may be difficult to converse directly with coaches due to back-to-back practice scheduling. If this is the case, please send an email to [swimcoach@shorewoodpool.com](mailto:swimcoach@shorewoodpool.com), make a call, or schedule a time to talk to the coaches.
4. Are sharks expected to take swim lessons? Only if desired.
5. What if we miss practice? No harm done – it’s understood swimmers will occasionally miss a practice. Swimmers are expected to attend a minimum of 3 practices per week.
6. What if we arrive to practice late? Sharks should quietly join their age group.
7. Can families have lunch or snack during practice or while waiting for lessons? Please limit food consumption on practice days to the concessions area that is fenced off. We understand the need to grab a bite to eat at the pool, but food is technically not allowed on the pool deck, per long-standing pool policy. (We are granted special dispensation on home meet days.) Particularly irksome for the pool staff are spilled sodas and crackers and cookies that can leave a sweet trail of crumbs on the pool deck for bugs, insects, and birds.
8. Is there a certain time when I can talk to a coach regarding my child or can I approach a coach whenever I see one on deck? Only approach a coach on deck if it is clear that he or she is not coaching. The best time to reach a coach is immediately after practice or in the evening, by phone or email.
9. What suits should my swimmer wear? The team suit is available at Middleton Sports. Any suit can be worn to practice. It is recommended that to keep the team “meet” suit in tip-top shape, it be saved to wear only for meets. Everyone with long hair is encouraged to wear a cap. A team meet cap is available for sale. Sharks should not wear other team caps during competition.



## SWIM MEET 101

Meets are, with little doubt, the highlight of the summer swimming season. Dual meets are a fun way to mark a week's worth of work at practice, and are the highlight of the summer swimming season culminating in the All-City Championship Meet. Meets give swimmers a chance to show the results of their hard work and have fun as they cheer on their teammates. In addition, swimming is unique in that there is both an individual and team (i.e. relay) aspect to the meets. Swimmer's best times in each event are tracked.

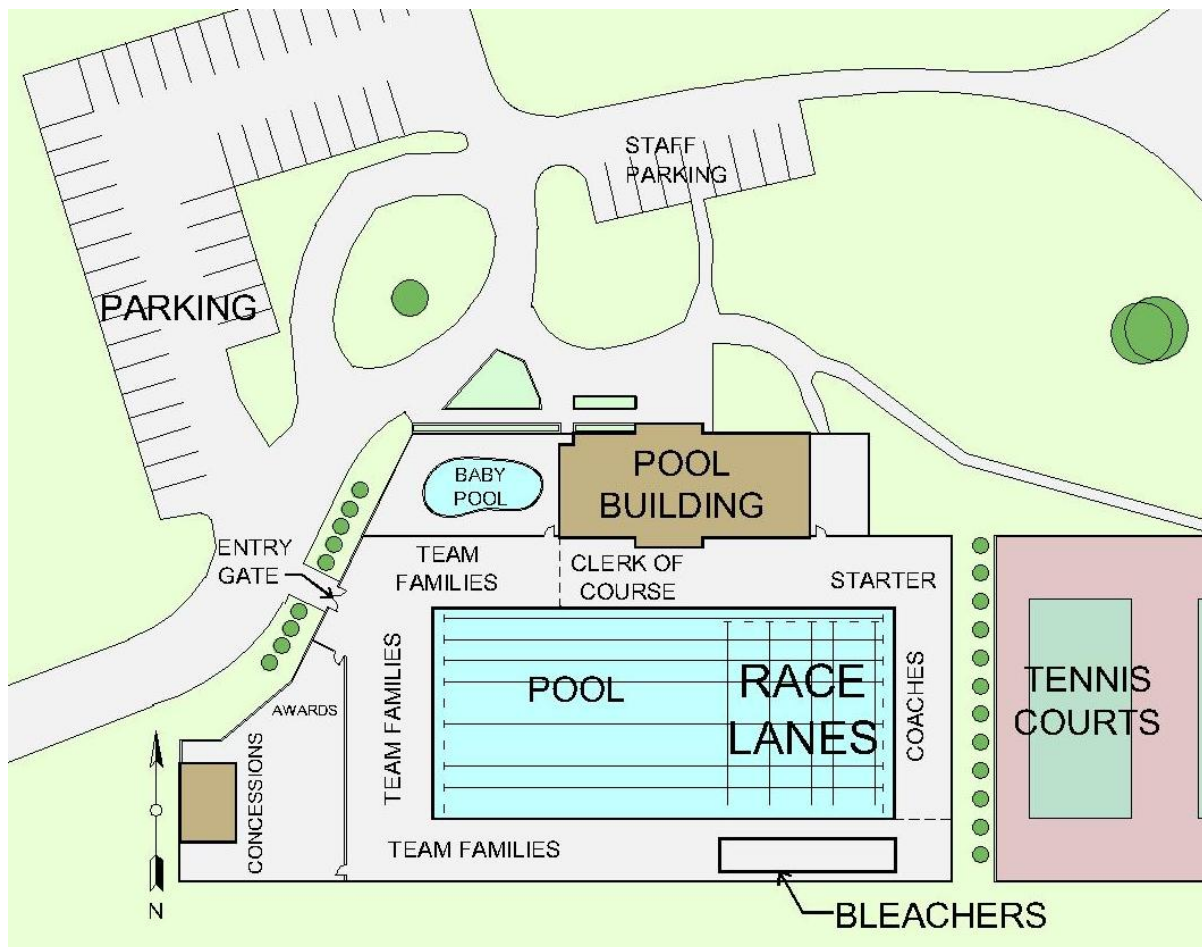
Most Sharks compete in meets. Some swimmers may not enjoy the competitive aspect of swimming and only swim for the conditioning that swimming provides. It is acceptable if your child chooses to not participate in meets, but all swimmers are invited, welcomed, and encouraged to participate in meets and Yee! with their team!

Swimmers must compete in three (3) dual meets in order to participate in the All-City Meet at the end of the season.

Questions for coaches? [swimcoach@shorewoodpool.com](mailto:swimcoach@shorewoodpool.com)

Questions for Team Parent Committee? [swimparent@shorewoodpool.com](mailto:swimparent@shorewoodpool.com)

## Pool Layout During a Swim Meet





## Swim Meet Supply List

1. A swim suit – wear your team suit if you have it
2. Swim cap with swimmer's last name printed on inside (caps are not required, but if worn, please wear a Shorewood Shark cap.)
3. Two pairs of goggles with name printed on strap. Please buy competition goggles; the ones with fish and stuff on the frames are cute but they don't work well enough for competitive swimming.
4. Two towels for after swim and shower
5. Warm clothing - sweats are great for those cool mornings
6. Sleeping bag or a blanket to sit on.
7. Games, books, cards, etc. (something for the swimmers to do while they wait for their next event).
8. Sharpies pens (for writing events/heat/lane on the back of little hands on your swimmer) and highlighters (for your heat sheet).
9. Sunscreen! You and your child can get seriously fried, especially early in the season.
10. Water bottle or sport drink (can be purchased at snack bar)
11. You may also want to bring hats, folding chairs (there is not a lot of seating at the pool), shade umbrellas, small shade tents, camera or camcorder. For larger meets, if you do bring pop-up tents or awnings, please set those up on the grassy areas outside of the pool deck; please leave the deck space for those using deck chairs and blankets on the deck.
12. Cash for concessions or your own snacks

## **Before the Swim Meet**

1. Arrive at the pool at least 15 minutes before the scheduled warm-up time begins. Warm-ups are mandatory for all Sharks.
2. Parking will be very cramped. In Shorewood, streets adjacent to the pool will be open for parking. You are allowed to drop your swimmers off at the pool gates, and then go look for parking; please, do not linger in your vehicle in front of the gates or in the passing lanes of the parking lot.
3. Find a good place to “camp out” for the meet. At Shorewood, this can be on the west end of the pool deck, or out on the grass outside the pool area. The Baby pool will be closed during meets. It may feel like other families know what they’re doing, and that everyone has a particular place. This is not true! You are welcome to camp wherever you’d like (except the meet deck), and you are welcomed by all Shark families to join them. The team usually sits in one place together, so look for some familiar faces. This enables the kids to socialize, and helps the coaches to find the swimmers if needed. It also allows relay members to get together and report as a group for their relays
4. Swimmers should immediately make contact with their coach to let coaches know they have arrived, and to begin warm-ups. Warm-ups are important for optimal physical performance, for getting last-minute advice and instructions from the

coaches, and for setting up relay teams. If you do not arrive for warm-ups, your swimmer may get bumped from a relay.

5. Younger swimmers will typically get help from their coach writing their event information on their hand (or arm or leg) at this time. This helps him/her remember what events he/she is swimming and what event number to listen or watch for.
6. Swimmers should know which events they are swimming because they sign up for meets during practice (see Practice 101). All children may swim a maximum of two individual events and two relay events.
7. Remember to drop off your donation to the concession stand
8. Parents can review a heat sheet to make note of event/heat/lane numbers. Heat Sheets are for sale in the concessions area. A heat sheet will also be posted on the entrance gates. If needed, help your swimmers write their event #s, heat #s, and lane #s on their hand.
9. If you are volunteering you will need to sign in and pick up your name tag at the volunteer sign-in table.
10. Swimmers will warm-up for about 20-30 minutes. The lanes will be packed, and there will be a lot of frothy waves. Things can be hectic or quiet during warm-ups.
11. If you are volunteering for the first time, this is a good time to ask questions.
12. If you are not volunteering, this is a good time to relax and check out the scene. At this time, the pool deck is open though it's a good idea to stay out of the way of warm-ups, coaches, and meet officials. If this is your swimmer's first meet, now is a good time to review what their first event will be (what stroke, how many laps, etc.)
13. After warm-ups, young swimmers competing in the medley relays should visit the restroom and have a drink and/or snack if desired. Know where the bathroom is!!! Very important for those last second visits before staging!!!



14. Shorewood team will gather at the North end of the pool after warm-ups for team cheers. All swimmers are invited and encouraged to join in the fun of a big "Yee!" before the meet starts!
15. 8 & under medley relay teams will be the first event to be staged. 8 & under swimmers in this event should prepare to go to the Clerk of Course directly after warm-ups are finished.

Once you have ensured your young swimmer is at the Clerk of Course on time, you need to move away from the entrance of the Clerk of Course area. The Clerk of Course volunteers will help your swimmer find their relay and get to the correct lane. Older swimmers usually go to the Clerk of Course to find their relay mates, and will need to organize themselves.

### **Clerk of Course**

The home team at a dual meet operates a “staging area” called the clerk of course for organizing the swimmers prior to each event. Most pools only stage kids who are 12 & under. Swimmers of these ages need to report to the clerk prior to their races. Parents need to be aware of announcements for calls to the staging area. Swimmers of older ages are expected to look at the heat sheet and find their assigned heat and lane for each event.

Note: Lining up 60 or 70 8 & under swimmers is like herding cats, so swimmers **MUST** be on time or risk missing their event altogether. The Starter cannot wait for any one particular swimmer. Once the meet gets going, heats come fast and furious, and although there are lots of coaches and parents there to help, it is ultimately the responsibility of all swimmers to be on time for their events. So parents – be alert, and help get your kids to their event on time.

Event numbers will be called over the loudspeaker, and swimmers will be asked to report to the "Clerk of Course" for younger swimmers (12 & Unders). Swimmers should report with his/her cap and goggles.

16. Once your swimmer is in the Clerk of Course or behind the blocks, make your way to the viewing bleachers on the South end of the pool for watching the race.
17. After the swimmers are staged, the coaches will strive to check on the swimmers behind the blocks – especially the younger swimmers.



### **During the Swim Meet**

1. Every meet starts with a welcome announcement and the singing of the national anthem.
2. There will be a series of quick whistles from the Starter to signal to swimmers to remove any unnecessary clothing and to get their goggles and/or caps in place. A long whistle indicates the swimmers should get up on the blocks. At this point, viewers need to remain quiet so swimmers can hear the Starter.

3. The Starter will announce the heat number and event number and name.
4. The Starter will alert the swimmers to "Take your marks" (this is when swimmers move into start position), and then will signal the start of the race with a loud beep. There is also a visual flash next to the Starter to visually alert timers and swimmers as to the start of the race.
5. You can expect at least 4-8 heats of each event.
6. Cheer like crazy! Some parents cheer from the bleachers while others will stand at the end of the lane, away from the pool edge so the Stroke and Turn judges can see the swimmers clearly. If standing at the end of the lane, please consider squatting down and leaving the area once the race is over to allow others to view the races.
7. If your swimmer is of appropriate age, remind them to ask the timers for their time upon exiting the pool.
8. Swimmers completing a race should exit the meet area on the East side of the pool.
9. Most swimmers will then continue down to the South end of the pool past the viewing bleachers to see family and friends.



10. What you can do for your swimmer after a race: tell him how great they did! The coaching staff will be sure to discuss stroke technique with him. You can tell them how proud you are and what a great job they did.
11. It's a good idea to leave the viewing bleachers once the race in which you are interested is complete to rotate seats for other viewers. Most people go to where their "camp out" belongings are and relax.
12. Between races, parents with very small children may want to leave the pool area and take advantage of the grassy areas outside the fenced area. The intercom will be loud enough to hear most announcements about what event is being staged, or which swimmers need to report to the Clerk of Course.



13. Halfway through the meet, the Shorewood coaches will have a dance-off with coaches



from the opposing team. Lively music will pound from the sound system, and the coaches will make fancy and hilarious dives into the pool. This is an amusing break everyone enjoys, especially the overheated coaches! Swimmers are not to join the coaches in the water, but they are encouraged to dance!

14. About four events before the one in which your swimmer is participating is a good time to remind swimmers to visit the restroom, have a drink, and make sure their cap and goggles are ready.
15. Younger swimmers will be called to the Clerk of Course for their next race. Older swimmers will be told when their event is in staging. Depending on the events your swimmer is racing in, you may have short waits or long waits between races. You are welcome to move around the pool deck, but please avoid the Clerk of Course, the area behind the blocks, and the area where the coaches are sitting.
16. Support the home team by visiting the concession stand!
17. Meets typically last between 3-5 hours. Most families stay at the meet for the entire meet. 8 & under races are scheduled to allow for families with very young swimmers to finish early, and leave the meet if desired. Do not leave the meet unless you are sure all races (including relays!) have been completed for your swimmer.
18. According to USA Swimming rules (because of insurance purposes), parents are not allowed on deck unless they are serving in an official capacity. Similarly, all questions concerning meet results, an officiating call, or the conduct of a meet, should be referred to a coach. He or she in turn, will pursue the matter through the proper channels.
19. Race results will be announced via intercom between race starts. Race results are also posted on the North wall of the concessions building. Labels are placed on ribbons as soon as the computer team enters and prints the results. A dry board located at the awards table will keep the swimmers updated for which events the ribbons are ready.
20. If your swimmer has placed in an event, you may pick up ribbons at the Awards table in the concession area. When you pick up a ribbon, you will need to know the event number, event name, and what place your swimmer has won.
21. Cheer for your fellow teammates!

### **After the Swim Meet**

1. If the meet is over, or you are certain all of your swimmer's races are complete, you may leave the meet.
2. After the last race, any help you may want to give is welcome in cleaning up the pool area. After such an exciting event, most families scatter pretty quickly and get on to their next activity.

### **Schedule of Swim Events**

All dual meets and most invitational meets will adhere to the following order of events. You can determine which race numbers your child is swimming ahead of time by finding their events below.

Be sure to ALWAYS check a heat sheet when you arrive at the meet! At home meets, heat sheets are for sale in the concessions area. A heat sheet will also be posted on the entry gates.

The schedule of events for each meet within the All-City league is as follows:

| Event #                             | Event #                            |
|-------------------------------------|------------------------------------|
| 1. Girls 8 & under 100 Medley Relay | 2. Boys 8 & under 100 Medley Relay |
| 3. Girls 9-10 200 Medley Relay      | 4. Boys 9-10 200 Medley Relay      |
| 5. Girls 11-12 200 Medley Relay     | 6. Boys 11-12 200 Medley Relay     |
| 7. Girls 13-14 200 Medley Relay     | 8. Boys 13-14 200 Medley Relay     |
| 9. Girls 15 & up 200 Medley Relay   | 10. Boys 15 & up 200 Medley Relay  |
| 11. Girls 8 & under 25 Freestyle    | 12. Boys 8 & under 25 Freestyle    |
| 13. Girls 9-10 50 Freestyle         | 14. Boys 9-10 50 Freestyle         |
| 15. Girls 11-12 50 Freestyle        | 16. Boys 11-12 50 Freestyle        |
| 17. Girls 13-14 100 Freestyle       | 18. Boys 13-14 100 Freestyle       |
| 19. Girls 15 & up 100 Freestyle     | 20. Boys 15 & up 100 Freestyle     |
| 21. Girls 8 & under 25 Backstroke   | 22. Boys 8 & under 25 Backstroke   |
| 23. Girls 9-10 50 Backstroke        | 24. Boys 9-10 50 Backstroke        |
| 25. Girls 11-12 50 Backstroke       | 26. Boys 11-12 50 Backstroke       |
| 27. Girls 13-14 100 Backstroke      | 28. Boys 13-14 100 Backstroke      |
| 29. Girls 15 & up 100 Backstroke    | 30. Girls 15 & up 100 Backstroke   |
| 31. Girls 8 & under 100 Free Relay  | 32. Boys 8 & under 100 Free Relay  |
| 33. Girls 9-10 100 IM               | 34. Boys 9-10 100 IM               |
| 35. Girls 11-12 100 IM              | 36. Boys 11-12 100 IM              |
| 37. Girls 13-14 100 IM              | 38. Boys 13-14 100 IM              |
| 39. Girls 15 & up 200 IM            | 40. Boys 15 & up 200 IM            |
| 41. Girls 8 & under 25 Breaststroke | 42. Boys 8 & under 25 Breaststroke |
| 43. Girls 9-10 50 Breaststroke      | 44. Boys 9-10 50 Breaststroke      |
| 45. Girls 11-12 50 Breaststroke     | 46. Boys 11-12 50 Breaststroke     |
| 47. Girls 13-14 100 Breaststroke    | 48. Boys 13-14 100 Breaststroke    |
| 49. Girls 15 & up 100 Breaststroke  | 50. Boys 15 & up 100 Breaststroke  |
| 51. Girls 8 & under 25 Fly          | 52. Boys 8 & under 25 Fly          |
| 53. Girls 9-10 50 Fly               | 54. Boys 9-10 50 Fly               |
| 55. Girls 11-12 50 Fly              | 56. Boys 11-12 50 Fly              |
| 57. Girls 13-15 50 Fly              | 58. Boys 13-15 50 Fly              |
| 59. Girls 15 & up 100 Fly           | 60. Boys 15 & up 100 Fly           |
| 61. Girls 8 & under 100 IM          | 62. Boys 8 & under 100 IM          |
| 63. Girls 9-10 200 Free Relay       | 64. Boys 9-10 200 Free Relay       |
| 65. Girls 11-12 200 Free Relay      | 66. Boys 11-12 200 Free Relay      |
| 67. Girls 13-14 200 Free Relay      | 68. Boys 13-14 200 Free Relay      |
| 69. Girls 15 & up 200 Free Relay    | 70. Boys 15 & up 200 Free Relay    |

### **Reading a Heat Sheet**

A heat sheet (or psyche sheet) is available for sale in the concession area of the pool. On the heat sheets, swimmers are entered in their events according to their times, with the slower kids in the first heats and the fastest kids in the final heat of each event. It lists all swimmers in each event in order of "seed time". When the team entry is sent in, each swimmer and his/her previous best time (up to the date that the entry was submitted) in that event is listed. At the first meet, a lot of kids' times will be posted as NT for "no time." A "no-time" swimmer will most likely swim in one of the first heats of the event.

The heat sheet is the complete program for the meet. It includes the name, age, and seed time for each swimmer in each event. The seed time is the swimmer's fastest time in the event. Most events will have multiple heats. The first heat will be made up of swimmers with no recorded times (NT) and slower times. The final heat will be made up of the fastest swimmers on each of the two teams. In the dual meet format, the home team occupies the even lanes, and the visiting team occupies the odd lanes. The faster swimmers will be toward the middle of the pool in each heat. Generally, girls' events are odd-numbered and boys events are even-numbered.

Each relay is given a letter, for example, the expected fastest relay is the A relay. Subsequent relays are B, C, and on. In addition to the relay, your swimmer will also be given a leg assignment (the order). For the medley relay, this leg assignment will determine which stroke they will perform. Note that the A relay is not always the 4 fastest swimmers, and the assignments are the coaches' discretion. Coaches may be rewarding swimmers for working hard in practice, etc. with relay assignments.

Find your kid on the heat sheet and help them write this info on their forearms or thighs with a waterproof ink pen, for example: #1-H3-L8, which is event #1, heat 3, lane 8. Questions? Ask an experienced parent – they'll be glad to help!

**IF YOUR SWIMMER IS NOT LISTED ON THE HEAT SHEET, CONTACT YOUR CHILD'S COACH IMMEDIATELY.** (These things happen, but they can only be fixed if caught in time.)

Below is an example of an event on a heat sheet.

| Event 21 Girls 8 & Under 25 Yard Back |                    |     |      |           |
|---------------------------------------|--------------------|-----|------|-----------|
| Lane                                  | Name               | Age | Team | Seed Time |
| Heat 1 of 2                           |                    |     |      |           |
| 3                                     | Hadley, Jamaica    | 6   | SW   | NT        |
| 4                                     | Ross, Lisa         | 7   | SW   | 45.23     |
| 5                                     | Moulton, Catherine | 7   | SW   | 44.90     |
| Heat 2 of 2                           |                    |     |      |           |
| 1                                     | Kelly, Molly       | 7   | NK   | 35.78     |
| 2                                     | Kinney, Amy        | 8   | SW   | 32.41     |
| 3                                     | Frank, Alix        | 8   | NK   | 25.78     |
| 4                                     | Booker, Michelle   | 8   | SW   | 24.67     |
| 5                                     | Willis, Josephine  | 7   | NK   | 25.32     |
| 6                                     | Hufnagel, Lisa     | 7   | SW   | 28.43     |
| 7                                     | Olson, Wendy       | 8   | NK   | 33.76     |
| 8                                     | Bilder, Anne       | 8   | SW   | 40.87     |

## **Reading a Results Sheet**

Once the event is complete and the times have been compiled, the results will be posted. The results will look like the following:

| Event 21 Girls 8 & Under 25 Yard Back       |                    |     |      |           |           |        |
|---|--------------------|-----|------|-----------|-----------|--------|
| SW Team Record: Louise Penner 21.54 2007    |                    |     |      |           |           |        |
| SW Pool Record: Sharel Stein NK 20.89! 2008 |                    |     |      |           |           |        |
| Place                                       | Name               | Age | Team | Seed Time | Race Time | Points |
| 1   | Booker, Michelle   | 8   | SW   | 24.67     | 24.67     | 6      |
| 2   | Willis, Josephine  | 7   | NK   | 25.32     | 24.98     | 4      |
| 3   | Kinney, Amy        | 8   | SW   | 32.41     | 25.69     | 3      |
| 4   | Frank, Alix        | 8   | NK   | 25.78     | 26.54     | 2      |
| 5   | Hufnagel, Lisa     | 7   | SW   | 28.43     | 28.12     | 1      |
| 6   | Bilder, Anne       | 8   | SW   | 40.87     | 32.56     |        |
| 7   | Olson, Wendy       | 8   | NK   | 33.76     | 33.89     |        |
| 8   | Kelly, Molly       | 7   | NK   | 35.78     | 36.47     |        |
| 9   | Hadley, Jamaica    | 6   | SW   | NT        | 39.21     |        |
| 10  | Ross, Lisa         | 7   | RW   | 45.23     | 42.75     |        |
| 11  | Moulton, Catherine | 7   | SW   | 44.90     | 43.87     |        |

For dual meets, points are awarded for the first six (6) places in individual events as shown above with no more than three (3) individuals scoring per team (regardless of points, ribbons are awarded). For relays in dual meet, points awarded for the first three (3) places; 8 points are awarded to the winning relay team, 4 to the second place team, and 2 to the third place team with no more than two (2) relays scoring per team.

## **Swim Awards**

Kids who win their heats get heat ribbons; for the younger kids these ribbons often mean as much as actually winning an event. Heat ribbons are handed out at the completion of the heat, on deck. Otherwise, ribbons are awarded for first through sixth place from the awards table. The awards table is on the North side of the concessions area. Results will be posted on the North wall of the concessions building.

**CHECK THE RESULTS BEFORE GOING TO THE AWARDS TABLE!** Be prepared to provide:

1. The NUMBER and name of the event
2. What place (1st through 6th) you won
3. Your name

## **Swim Meet Tips**

1. No-shows are bad. They hurt the other kids on the relay team. They make coaches crazy. If you are





signed up for a meet, make every effort to be there.

6. Don't forget to make sure little boys' Speedos have the drawstring double-knotted!
7. The 'SW' goes on the sides of the cap.
8. Sharks do not to wait until they are behind the starting blocks to decide they need to go to the bathroom!
9. If younger kids fail to pick up their ribbons, those ribbons will be picked up by coaches after the meet. Big kids (ages 13&up) will not get ribbons unless they pick them up during the meet. If you want a ribbon, go get one! Most teams also give swimmers and divers participation ribbons.
10. Before you leave a meet, check with your coach to make sure you are not needed for a relay team.
11. Have fun! Make new friends and while cheering your children!
12. Our meets are volunteer parent-run events. That means work for parents, but we also know that everyone is busy and overwhelmed. Please don't let pitching in ruin your experience. Pick and choose how you can be a positive part of our team - please don't walk away feeling "nickel and dimed" to death.

### **What Will Get a Swimmer Disqualified?**

The start judge and the stroke and turn judges will be along the pool sides and at the ends of the pool. When judges see an infraction, they will speak into their headset to relay their observation to the Head Judge. The most common reasons for disqualification are:

1. One handed touch in butterfly or breaststroke turns and finishes
2. Two false starts in a row
3. Early start on a relay
4. Pulling on the lane line
5. Pushing off the bottom (in freestyle only, a swimmer may touch the bottom and rest)
6. Not staying on your back during backstroke
7. Using a scissor kick during a breaststroke event
8. Using a flutter kick in butterfly events
9. Pulling more than once underwater after a start or turn during breast stroke events
10. Not finishing the race (a swimmer can pause, but cannot push off the bottom of the pool or pull on the lane line before continuing).
11. Uneven arms on butterfly
12. Pulling hands down past hips in breast stroke events
13. Arms not coming out of water on butterfly
14. Turning around to look for the wall during backstroke events
15. Not touching the wall on a turn

### **Race Tips A New Swimmer May Not Know:**

1. At the start and after a turn in breast stroke events, a swimmer is allowed one underwater butterfly kick and one underwater pull before their head needs to come above water– this can add a lot of speed
2. Trying not to breathe right away after a start or turn can increase speed in freestyle and butterfly events – try taking a stroke or two first

3. To add speed, use an underwater butterfly kick on your back before surfacing after start and turns in backstroke events
4. In freestyle, a swimmer can actually move down the lane in any manner they wish as long as they touch the wall in their lane – most swimmers choose the crawl stroke as this tends to be the fastest

### **Frequently Asked Questions About Swim Meets**

1. In what age group will my child swim? The age of your child on June 1 is the age that your child will compete at for the entire season. Thus, even though your child may turn 11 on June 2nd, he or she will compete in the 9-10 age group for the season.
2. What distances will my child have to swim? The distance your child will swim varies by your child's age: 8 & Unders swim 25s (one length) of a stroke, and a 100 (four lengths) for Individual Medley (all four strokes combined). 9-10s and 11-12s swim a 50 of each stroke, and a 100 for Individual Medley. 13-14s swim a 50 butterfly, 100s of the other three strokes, and a 100 Individual Medley. 15-18s swim 100s of a stroke and a 200 Individual Medley.
3. How many practices must my child attend during the week in order to attend the Saturday meet? Your child does not HAVE to swim in any practices in order to attend a meet, but every child is strongly urged to swim as many practices as he/she can. Children who regularly attend practice will find themselves on more relays, swimming faster and an integral part of the team. Recommendations for swimmers 8 & under are 3 times per week; 9-10 year olds 7 times per 2 weeks and 11 and older 8 times per 2 weeks.
4. How many meets must my child swim to be eligible for the All-City Meet? Your child must swim in at least three All-City Conference dual meets to be eligible for the All-City Championship Meet. Your swimmer can, and is encouraged to, swim as many meets as they can.
5. How long does a meet last? Dual meets usually last 3-4 hours. The All-City Championship Meet takes three days (broken into sessions by age).
6. Where do I find out what my child is swimming in the meet? Heat sheets with event information are for sale at concessions at all meets.
7. How do I get involved? Am I required to volunteer? Participation in swim team is a family activity and requires a volunteer commitment from parents. Our home meets cannot function smoothly without our wonderful volunteers. We ask one member of each family to volunteer at each of our home swim meets. Please sign up online.
8. If I am volunteering do I have to work after my swimmer is finished with his/her events? Yes, unless you can find someone to replace you, or your job is fully complete.
9. Why is my swimmer's seed time different than the last fastest time he or she earned? Pools in the All-City league vary from meters to yards. SW is a yard pool. There is a slight difference in length between a 25 meter pool and 25 yard pool. Yard pools are shorter, so swimming in a meter pool would result in what appears to be a slower time. (One yard is 36 inches, one meter is 39.37 inches.) Then there is Seminole's

pool – which has a non-standard length of approx 27.5 yards (compared to the standard 25 yards). Times at Seminole will seem very slow because of the extra length. Depending on whether the meet will take place in a yard pool or meter pool, the coaches will use a multiplier to adjust the submitted times to compensate for the difference in distance so all swimmers are properly seeded.

10. Why are there black lines in the pool? To help swimmers gauge their alignment in their lane. Crosses on the end walls help swimmers gauge when to begin their turns.
11. Why are there flags over each end of the race pool? The flags help swimmers gauge how close they are to the wall on backstroke events. The flags can also be dropped to alert a swimmer who is racing and does not realize a false start has been called.
12. What if my family is not feeling well, and we need to leave the meet early? Check in with our coaches and make sure our swimmer is not assigned to a relay. Hopefully, in serious situations, coaches can find a replacement. If leaving a meet early unexpectedly before your swimmer completes their events, check in with your coaches.
13. Who should I talk to if I have questions about swimming? You can talk to any of the coaches or any of the Parent Committee volunteers. Contact information is at the beginning of this handbook

### **Swimmer Code**

1. Always show respect to all your coaches, teammates, Shorewood Pool, other family members and the other teams and facilities we visit. Always demonstrate good sportsmanship.
2. Always behave in a safe manner; do not push anyone into the pool and stay off the lane ropes.
3. Arrive on time and always make your best effort at workouts and meets.
4. Always warm up before each meet.
5. Encourage all teammates to do their best, whether they are in the first or final heat.
6. Swim your assigned events at all meets. Inform your coach if you must miss any assignment.

### **Parent Code**

1. I will enjoy myself! This is intended to be as fun and exciting for me as it is for my child!
2. I will assist my athlete in getting to practices, warm-ups, meets and Clerk of Course on time. If my swimmer is age 12 or under, I will make sure they report to the staging area at least 4 races early so coaches and others are not searching for them. I will advise them to use the restroom and finish all snacks and beverages. I realize that the responsibility of having my child at Clerk of Course on time falls squarely on my shoulders.
3. I will be responsible for my athlete and a model of good sportsmanship at all times. If an issue arises during a meet, I will direct my question or comment to the meet manager who will respond directly or help resolve the issue if action is needed.
4. I will support my athlete! I will cheer for my child and team during the race. I will trust the coaches to assist my swimmer getting onto the blocks before a race.
5. I will respect our coaching staff. If I need to communicate with any of the coaches, I will do so when they are not actively coaching at practice or at meets. I will not expect coaches to make assignment changes during a meet. I realize changes will only be made when the coaches deem it necessary.
6. I will arrive on time for my volunteer responsibilities. If I need a replacement, I will make arrangements in advance and notify the volunteer coordinator. I will stay at my job until the end of the meet, though I may take a break to watch my child compete.



## **GLOSSARY**

**Age Group** – Division of swimming according to age. The Age Group divisions based on birthdates after June 1st are: 8 and under, 9-10, 11-12, 13-14 and 15-18.

**Alternate**- In a Prelims/Finals meet, after the finalists are decided, the next two fastest swimmers other than the finalists are designated as alternates. The faster of the 2 being first alternate and the next being second alternate. If a finalist cannot participate, the alternates are called to take their place, often on a moment's notice. Used during the All-City Championship meet.

**Anchor** - The final swimmer in a relay.

**Backstroke** – One of the four competitive racing strokes, basically any style of swimming on your back. Backstroke is swum as the first stroke in the Medley Relay and second stroke in the I.M.

**Breaststroke** – One of the four competitive racing strokes. Breaststroke (nicknamed BREAST) is swum as the second stroke in the Medley Relay and the third stroke in the I.M.

**Butterfly** – One of the four competitive racing strokes. Butterfly (nicknamed FLY) is swum as the third stroke in the Medley Relay and first stroke in the I.M.

**Blocks** - The platforms from which the kids enter the pool behind each lane. Use of the blocks is optional. Younger swimmers may also start from the pool ledge or in the water. Backstroke races and medley relays start with swimmers in the water. Some pools have blocks at the deeper end of the pool, and some pools have blocks at both ends. Blocks have a variety of designs and heights and can be permanent or removable.

**Breaststroke** - One of the 4 competitive racing strokes. Breaststroke is swum as the second stroke in the Medley Relay and the third stroke in the I.M.

**Butterfly** - One of the 4 competitive racing strokes. Butterfly (nicknamed FLY) is swum as the third stroke in the Medley Relay and first stroke in the I.M.

**Cap** – The latex or silicone covering worn on the head of swimmers.

**Clerk of Course** - An area set aside at a meet where individual events for swimmers age 10 & under are organized. Swimmers need to report to the "Clerk" 4 events before the one they are swimming. Most meets announce or post the event numbers that need to currently report. They are organized on chairs or benches by event, heat and lane and then taken by Clerk-of-Course volunteers, in order, to the area behind the blocks before the start of their race.

**Colorado** - A brand of automatic timing system.

**Consolation Finals** - After the fastest 6 or 8 swimmers, the next 6 or 8 swimmers (depending on the # of pool lanes) in a Prelims/Finals meet who, after the Prelims swim, qualify to return to the Finals. Consolations are the second fastest heat of finals when multiple heats are held and are conducted before the Championship heat. Used during the All-City Championship meet.

**Course**- Designated distance (length of pool) for swimming competition. (ie) Long Course = 50 meters Short Course = 25 yards or 25 meters.

**Deck** - The area around the pool reserved for swimmers, officials, and coaches.

**DQ (Disqualification)** – Time and score do not count. The swimmer has been judged as not performing the stroke, turn, or finish correctly. A disqualification is shown by an official raising one arm with open hand above their head. Also known as DQ'd or “Deeked”

**Distance** - How far a swimmer swims. Distances for short course are: 25 yards (1 length), 50 yards (2 lengths), 100 yards (4 lengths), 200 yards (8 lengths), 400 yards (16 lengths), 500 yards (20 lengths), 1000 yards (40 lengths), 1650 yards (66 lengths).

**Dive** - Entering the water head first. Diving is not allowed during warmups except at the designated time, in specific lanes that are monitored by the swimmers coach.

**Dry-Side** - Mainly administrative duties related to swim team – managing day-to-day operations and responsibility for developing program on “Wet Side.”

**Dryland** - The exercises and strength programs swimmers do out of the water.

**Dropped Time** - When a swimmer goes faster than a previous performance they have “dropped time”.

**Dual Meet** – Type of meet where two teams/clubs compete against each other.

**Entry** - An Individual, Relay team, or Club roster’s event list into a swim competition.

**Event** – A race or stroke over a given distance that is timed.

**False Start** - When a swimmer leaves the starting block before the horn or gun.

**Flip Turn** - Technique used by swimmers during specific strokes to reverse the direction in which they are swimming. Usually this is done when the swimmer reaches the end of the swimming pool but still has a lap(s) to swim. It’s like a somersault under water.

**Flyover Start** - Method of starting swimmers used to shorten time between races. When swimmers complete their race, they remain in the water and the swimmer in the next race takes their mark on the block and dives in over them (similar to a relay exchange, but with an official giving the usual commands for a start). The swimmer who is finished then exits the water without interfering with current race.

DQ - Acronym for Disqualification. Swimmers may be DQ'd for improper stroke, start or turn

Event - Stroke of the race; Butterfly, Breaststroke, Backstroke, etc.

Heat - the order in which the swimmer is placed in the event

Heat Sheet - the time line of the meet. It tells the swimmers what events they are swimming and in what order. False Start – When a swimmer leaves the starting block before the horn.

False Start (Relay) – An illegal start done by the 2nd, 3rd, or 4th member of a relay team. The swimmer on the block breaks contact with the block before the swimmer in the water touches the wall.

Final Results – The printed copy of the results of each race of a swim meet.

Freestyle -- One of the four competitive racing strokes. Freestyle is swum as the fourth stroke in the Medley Relay and fourth stroke in the I.M.

Goggles – Underwater eyewear worn by swimmers to keep their eyes from being irritated by the chlorine in the water.

Heats – Each group of swimmers starting together, one per lane.

Individual Medley (I.M.) – A swimming event using all four of the competitive strokes on consecutive lengths of the race. The order must be: Butterfly, Backstroke, Breaststroke and Freestyle. Equal distances must be swum of each stroke.

Kick – The leg movements of a swimmer. A popular word to yell to encourage swimmers during a race.

Lane – The specific area in which a swimmer is assigned to swim (i.e., Lane 1 or Lane 2). As the swimmers stand behind the blocks, lanes are numbered from right (Lane 1) to left (Lane 6 or 8).

Lane Lines – Continuous floating markers attached to a cable stretched from the starting end to the turning end for the purpose of separating each lane and quieting the waves caused by racing swimmers.

Lap – One length of the pool.

Leg – The part of a relay event swum by a single team member. A single stroke in the I.M.

Marshall – Individual in charge of enforcing safety, supervision, and relations at a meet.

**Medley Relay** – Relay event with 4 swimmers where each swimmer does a different stroke in the following order: Back, Breast, Fly, Free Meet – A series of events held on a particular date and time.

**Pool** – The facility in which swimming competition is conducted.

**Practice** – The scheduled workouts a swimmer attends with their swim team/club.

**Race** – Any single swimming competition (i.e., preliminary, final, timed final).

**Record Keeper** – Individual in charge of recording team records.

**Relay** – Four swimmers, each swimming one leg (part) of an event.

**Ribbons** – Awards in a variety of sizes, styles and colors given at swim meets.

**Safety** – The responsible and careful actions of those participating in a swim meet.

**Schedule** – List of meets with dates, meet host, meet location, type of meet and contacts address and phone.

**Seed Time** – A swimmer’s best official time in an event used to place him/her in order for championship meets, etc.

**Staging** - Getting ready to swim. Younger swimmers will “stage” together in the Clerk-of-Course so that they are assured to be in the correct heat and lane.

**Stand Up** – The command given by the Starter or Official to release the swimmers from their starting position.

**Start** – The beginning of a race. The dive used to begin a race.

**Starter** – The official in charge of signaling the beginning of a race and insuring that all swimmers have a fair takeoff.

**Step Down** – The command given by the Starter or Official to have the swimmers move off the blocks. Usually this command is a good indication everything is not right for the race to start. **Stroke** – There are four competitive strokes: Butterfly, Backstroke, Breaststroke and Freestyle.

**Stroke Judge** - The official positioned at the side of the pool, walking the length of the course as the swimmers race. If the Stroke Judge sees something illegal, they report to the referee and the swimmer may be disqualified.

**Suit** – The racing uniform worn by the swimmer, in the water, during competition

**Taper** - The resting phase of a senior swimmer at the end of the season before the championship meet.



Timer - The volunteers standing behind the starting blocks/finish end of pool, who are responsible for getting watch times on events and activating the backup buttons for the timing system.

Tri-meet - Triangular - A meet with 3 team competing for points to see who places .

Turn Judge - Stands at the end of the pool and judges swimmers for correct execution of turns. If the Turn Judge sees something illegal, they report to the referee and the swimmer may be disqualified.

Two-hand Touch - Simultaneous touch with both hands used at the end of a pool to change directions to swim more laps or finish a race. Required in breaststroke and butterfly.

Warm-up - The practice and “loosening up” session a swimmer does before the meet or their event is swum.

Watch – The hand held device used by timers and coaches for timing swimmers’ races.

Wet-Side - Anything directly pertaining to the swimmers in the water. Any wet-side questions should be directed to your child’s coach.

Whistle – The sound a starter/official makes to signal for quiet before they give the command to start the race.

Yards - The measurement of the length of a swimming pool that was built per specs using the American system. A short course yard pool is 25 yards (75 feet) in length