



2021 Newport Penguins Information and Policies

1) Coaching Staff:

Head Dive Coach- Joey Svatba: joey.svatba@gmail.com

Head Swim Coach- Maggie Bushelman:

mavis.bushelman@gmail.com

Assistant Dive Coach- Abby Livingood: abbylivingood@gmail.com

Assistant Swim Coach- Mac Russell: macrussellis@gmail.com

Assistant Swim Coach- Priscilla Caballero: priscillacaballero84@gmail.com

2) Team Cost: There are two components of the cost to join the Team, (1) the pool membership fee, and (2) the Team member fee.

“ Pool Membership Fee: All Swim and Dive Team members must have a family membership to the City of Newport’s Veterans Memorial Pool, as it is an NKSL requirement that all athletes are members of the pool. A Veterans Memorial Pool family membership for up to five (5) family members is \$150. There is an additional \$25 per person fee for each additional family member beyond five (5) for both Newport and non-Newport residents.

“ Team Member Fee: In addition, there is a \$50 Team fee for each Team member if he/she is a Newport resident. For non-Newport residents, there is a \$75 non-resident Team fee for each Team member.

“ Financial Assistance Available: It is the goal of the Penguins to provide children with an opportunity to participate. Scholarships are available for interested families in need of financial assistance for the required fees. If you are requesting financial assistance, please request a scholarship application on the Team’s website.

3) Team Members’ Contact Information: The roster with coaches and Team members’ contact information is available on the website through TeamUnify and should be used only for Team purposes.



4) **Veteran's Pool Passes and Access:** All Team members must be members of the Veteran's Pool. In order to have access to the Veteran's Pool, any member must have his/her family's Veteran's Pool pass. Passes will be distributed by the Team for one week early in the season (as soon as the passes are available). Thereafter, Veteran's pool passes must be picked up at the Newport City Building. **Access to the Veteran's Pool will be denied to anyone who does not present his/her family's Veteran's Pool pass.**

5) **Communications:**

“ **Website:** www.newportpenguins.org

Our website is linked to the NKSL website and the City of Newport website.

Our website is supported by TeamUnify, which is a program that provides on-line swim and dive Team assistance.

“ **TeamUnify account access:** After completing the on-line Team registration, each family will have a TeamUnify account. The account is accessible through the Penguins' website using the email address used for registration and the selected password.

“ **TeamUnify emails and texts:** Advance information about practices, meets, events, etc. will be communicated to all Team families by email to your family TeamUnify email address. However, last-minute information about meets and practices will be communicated through texts. **It is therefore imperative that all Team members signup to receive text messages through TeamUnify.**

“ **TeamUnify account uses:** In addition to receiving emails and texts about the Team through your TeamUnify account, families can log in to sign up for volunteering, access meet statistics, let coaches know when your kids will not be at practices or meets, etc. TeamUnify should provide a single source for virtually all Team communications and information.

“ **Ribbon pick-up:** Each Team family will have a “mailbox” (folder) at the pool for ribbon pick-up from swim and dive meets. In 2021, the mailbox will be in the possession of a Boosters' member and available as much as practical.



- 6) **Team Schedule:** The schedule is available on the website. The exact time of meet warm-ups and directions for the meets will be circulated by email prior to each meet.
- 7) **Team Readiness:** To join the Team, each child must be able to swim the length of a competition pool (25 meters) unassisted using a freestyle stroke, backstroke and an attempt at breaststroke (using kick and arm motions and as determined in the sole discretion of the head coach), in addition to the other Team readiness guidelines set forth on the website. These readiness guidelines ensure the safety of all swim and dive Team members and that Team members reach their full potential. A Team readiness assessment will be made by the coaches at each potential new member's first practice. The coaches determine when swimmers and divers are prepared for the Team and competition (which may not coincide with practice readiness).
- 8) **Veteran's Pool and Team Rules of Conduct:** In addition to the rules posted at the Veteran's Pool, the following apply to all Team participants/athletes/members/families:
- " No one is permitted to run around the Veteran's pool deck at any time.
 - " All persons not actively participating in a practice must stay behind the white lines on the deck at all times.
 - " No person may enter the pool (get wet) at any time unless he/she is a Team member and participating in a practice or other Team activity.
 - " All persons attending practices must help clean-up any trash and put all pool furniture back in its original location. Please cleanup after all Team activities even if the trash is not yours and pool furniture was not moved by you.
 - " Parents/guardians are responsible for ensuring that their children adhere to these rules at all times, whether or not they are present.
 - " If a problem arises during, before or after practice or at any meet concerning the conduct of any child/athlete, the child/athlete will be addressed first with follow-up with parents/guardians as the Boosters and/or coaches deem appropriate.
 - " Team athletes, parents and guardians are expected to act safely, civilly, and with positive sportsmanship at all times, at all Team events and at all Team activities.
 - " **ALL CONCERNS** about the operations, officiating, judging, and/or scoring at any meet must only be addressed by Team families and/or



athletes by discussing them with the Team's coaches, NKSL Delegates, and/or Boosters President **ONLY**.

No Team families and/or athletes may address any of these issues (verbally or in writing) at any time with any other Team parent/athlete or other NKSL team coach, parent, athlete or volunteer. This policy is consistent with the NKSL sportsmanship policy and ensures civility at meets while permitting advocacy through the correct channels of communications, if deemed appropriate. **This policy is absolute.**

- " *The Boosters and coaches reserve their right to remove any Team athlete, parent or guardian from any practice, meet, Team event or from the Team indefinitely with no reimbursement of any costs or fees for violating these rules. Each family agrees to these terms when it electronically registers for the Team.*

9) **Team Practice Expectations:**

- " Swim Team members are designated into the Gold, Silver, Bronze and Flippers practice groups by the coaches based on skill level. The head swim coach will assess swimmers and make these practice designations during the first few weeks of practice, and adjust throughout the summer in the sole discretion of the head coach.
- " Dive Team practices include all skill levels with coaches focused on safety first.
- " All Swim and Dive Team members are encouraged to attend as many practices as possible.
- " **With written approval from the Boosters president only due to COVID-19, children who are Team members may wait for rides before or after practices, but only during Team scheduled practice times.** Please pack cards, games, snacks, etc. if coming before or staying after your scheduled practice. There is absolutely no running or active play permitted on deck or around the deck during practice times. **Children who are Team members and waiting before or after practice pursuant to this policy must stay within the Veteran's Pool gates at all times.**

10) **Meet Expectations:** Substantial time is spent by the coaching staff putting together swim and dive meet entries. As such, all Team members are asked to be mindful of this when planning to miss all or part of any meet.

- a) **Meet Opt In or Out:** The NKSL has specific rules about meet entries and attendance. **To compete in swim or dive championships, each athlete**



must compete in at least three regular season meets. Communications will be sent about the deadlines for athletes to opt in or out of swim or dive meets.

- i) Even though swim meets can run as late as 11:00 pm, please plan to stay at the swim meets until they conclude **unless you notify the coaches in advance.** *It is important that all families plan ahead so no children are expecting to swim relays at the beginning or end of meets only to learn at the last minute (and after waiting at the meet) that they will not swim because a relay member is coming late or left early.*
- b) Warm-ups: Please arrive at meet warm-ups early so athletes are ready to begin as soon as the warm-up session starts. An email will be sent before each meet with the exact time warm-ups begin for that week's meet.
- c) Meet transportation: Getting Team members to and from the meets is the responsibility of parents/guardians.
- d) Directions to meets: Directions to meets can be found on the NKSL website links on the Penguins' website.

11) **Inclement Weather:**

- a) Practices will move forward if it is cloudy or rainy.
- b) If it is thundering, practice will be canceled, so please check your email and phone for texts in advance of practice.
- c) If it is too cold to get in the water, practice will still be held by doing dry land or games for Team bonding!
- d) **Boosters will send a text when practices are cancelled.** The Boosters make every effort to make weather decisions with as much advanced notice as possible, but please be understanding when last-minute decisions must be made because weather can be unpredictable.

12) **Suits and Equipment:**

- a) All Team members need a competition style suit for practices and meets.
 - i) A Team suit is offered for individual purchase but is not required.
 - ii) Girls must wear a one-piece suit and boys must wear competition suits (i.e., "jammers" - no boxers).



- b) Swim Team members will also need competition goggles for practices and meets.
 - c) **No Team member is permitted to wear a cap from any other swim or dive club/team (including but not limited to collegiate teams) during NKSL competition on behalf of the Penguins.** All caps worn in NKSL competition that are not Penguins Team caps must be plain/print with no logo of any other club/team of any kind. All Team athletes are provided with a Team cap each summer at no charge to comply with this policy.
 - d) After practices and at meets, Team members will need a dry towel and comfortable, dry clothes to wear.
 - e) Additional Team sportswear is offered for individual purchase but is not required.
- 13) **Team Family Volunteer Commitments:** The NKSL and Penguins are volunteer run organizations. Team families **MUST** volunteer for athletes to be permitted to participate in all Team competitions. ***Each family agrees to these terms when it electronically registers for the Team.***
- a) **Team Volunteer Requirements:**
 - i) All Swim Team families are required to sign-up for **at least three volunteer opportunities** at swim meets during the regular season.
 - ii) All Dive Team families are required to sign-up for **at least three volunteer opportunities** at dive meets during the regular season. Because there are fewer divers than swimmers, Dive Team families may be needed to fill additional volunteer slots as needed.
 - iii) The Swim and Dive Team volunteer requirements are separate.
If you have children swimming and diving, you must sign up for **a total of at least six volunteer opportunities.**
 - b) **Championship Meet Volunteer Requirements:**
 - i) **All** Team families with athletes participating in championship meets (AllStars, Champ Diving, Champ Swim) will be required to volunteer for those meets as requested of the Team, based on NKSL requirements. This information is not provided to the Team until immediately prior to the championship meets, so the Team will make



volunteer requests for these meets later in the season but as soon as possible.

- ii) *If an athlete is selected to and accepts selection to participate in any NKSL championship meet, his/her parents/guardians must be willing to volunteer or his/her slot in the championship meet may be forfeited. Each family agrees to these terms when it electronically registers for the Team.*
 - c) **Volunteer Experience:** No previous experience is required for volunteering, except for judging at the meets or for entering scoring information into eDive or Meet Manager programs. These positions that require prior training will be limited to only those volunteers who have completed the required trainings.
 - d) **Volunteer Sign-Ups:** After Team registration opens, sign-ups for volunteer spots at both swim and dive meets can be made through the Team's website. Volunteer spots are filled on a first-come basis. Additional information on volunteering requirements and needs is available through TeamUnify.
- 14) **Penguins' Boosters Contacts:** Please send all emails to newportpenguins@gmail.com. Emails are received by Boosters and reviewed daily.
- Carolyn Bruns (Boosters)
Paige Ellerman (Boosters President/ Alt. NKSL Delegate)
Bill Kreutzjans Jr. (Boosters)
Jennifer Hedger (Boosters/NKSL Delegate)

15) **Penguins COVID-19 Health and Safety Protocols**

The Penguins will follow all Commonwealth of Kentucky, national and local health agency, and NKSL guidance, as well as the spacing and capacity standards established by USA Swimming. In addition to the protocols outlined below, the Penguins adhere to all reporting, quarantine, isolation, and return to play guidelines set by the Centers for Disease Control and the Commonwealth. The guidance from these sources change regularly, and this policy will be updated accordingly.

- a) **Daily Health Check Prior to any Penguins Practice, Meets, or Events**



Parents/guardians must complete a daily health check of athletes prior to arrival at any Penguins practice, meet, or event.

When an unvaccinated athlete experiences any symptoms of a fever (100.4°F or higher), recent cough, unusual fatigue, headache, or any unvaccinated athlete who has had any exposure to someone who has symptoms that are believed could be COVID-19 (which includes family and friends) or to someone who has tested positive, the unvaccinated athlete may not come to practice, meets or events and should seek evaluation by a physician to determine whether or not they should be tested. Also, an email to newportpenguins@gmail.com should be sent immediately.

When a vaccinated athlete is experiencing any symptoms of COVID-19, the vaccinated athlete may not come to practice, meets or events and should seek evaluation by a physician to determine whether or not they should be tested. Also, an email to newportpenguins@gmail.com should be sent immediately. Vaccinated athletes who have had an exposure to someone who has symptoms that are believed to be COVID-19 or to someone who has tested positive are not required to quarantine or make any report.

b) Masks and Equipment

Swimmers and divers **MUST** wear masks upon entering and exiting the Veteran's Pool facility, any away facility (including NKU), at all events, and anytime at any facility when not swimming or diving. Swimmers and divers must wear masks to the blocks at meets and to their lanes at practices and place them in a Ziploc bag prior to entering and upon exiting the pool at meets.

Bring your own FULL water bottle to each practice and to meets.

Athletes are not permitted to share items and must keep track of their belongings at all Penguins practices, meets, and events.

c) Locker Rooms

Athletes must come to practices and meets in their swimsuit.

Due to the size of the Veteran's Pool Locker Room, it will NOT be available for athletes to change before or after practices.



d) **Social Distancing**

Athletes will only be permitted to enter the Veteran's Pool or NKU facilities 10 minutes before their scheduled practice time. If an athlete arrives early, the athlete must wait in the car.

Parents/guardians/spectators will NOT be allowed into the Veteran's Memorial Pool facility, the NKU facility, or at any swim or dive meet at this time – except for volunteers assigned to work at meets. Athletes must be dropped off and picked up only. If you wish to stay at any facility to wait for an athlete(s), please stay in your car or near your car outside. There should be no congregating anywhere when waiting outdoors for athletes.

Parents/guardians: please be prompt when picking your swimmer up from practices and meets.

Swimmers with siblings in different practice groups may be permitted to wait inside of the Veteran's Pool gates while wearing a mask and waiting for practice/their sibling to complete practice. Permission to wait before or after practice must be provided in writing by the Boosters President due to pool capacity limits.

When at the Veteran's Memorial Pool facility, divers and swimmers are directed to go directly to the assigned area, place all personal items in the assigned area, and to remain there until they receive direction from a coach, as follows:

- Divers- patio area behind and to the right of the diving well (the opposite side of the lifeguard stand)
- Flippers- grass area
- Bronze- deck area with tables and chairs
- Silver and Gold- steps and adjacent lounge chair area

Athletes must maintain 6ft of social distancing indoors and outdoors at all times. All individuals will need to avoid physical contact with others including, but not limited to, high fives, handshakes, fist bumps, huddles and other close contact occurring before, during, and after training sessions unless the contact is for the purpose of safety.



Let's Have a Great Summer!
GO PENGUINS!