



## Swim & Dive Team Parent Handbook

Updated May 25, 2021

This handbook is designed to be a tool in assisting parents with policies and procedures for the 'Tangy Tornadoes Swim and Dive Team. If you have further questions, please don't hesitate to reach out to our New Member Liaison, ([Tracy Buday](#)), a swim team board member or any veteran swim family. Tangy Tornadoes is part of a new league this season and while we believe it is going to be a positive for our swimmers we appreciate the parent's patience and understanding as we work through the details of this season.

### Participation in Meets

All swimmers and divers MUST commit to participate in each meet by the registration deadline. Commit your child to participate in a meet through the Tornadoes' website by declaring that they will or will NOT attend. Committing your child for a meet on the website is the ONLY way their coach will know whether to enter them in the meet. Please pay close attention to this process.

Committing to a meet is easy! From the Tornadoes' website, click on the "attend/decline" button beside an event, click on your child's name and select "will attend" or "will not attend" from the drop-down box. Be sure to click "save changes" after completing this process.

The team will send an email, reminding you that the deadline to commit is in one week. It is the responsibility of the parent or guardian to commit their swimmer/diver online. If you know your child will NOT be attending a meet, please specify that your child will NOT be attending.

Please pay close attention to e-mails that you receive from the website. When you receive an email, it is good practice to log on to the website to check to see what events, practice changes, news or other information is available. All communications are done through the web site, [www.tangytornadoes.com](http://www.tangytornadoes.com) and through email. Remember, committing your athlete for a meet on the web site is the ONLY way their coach will know whether to enter them in the meet.

The 'Tangy Tornadoes seek to promote a thorough understanding of summer competitive swimming and diving in a supportive and friendly team environment.

### Mandatory Parent Volunteer Policy

A typical Tangy Tornadoes season schedule includes approximately 6 swim and/or dive meets and a championship meet. Our team typically hosts 3-4 home meets and attends 3-4 away meets. Over 40 jobs have to be filled when hosting a meet and we are required to provide almost 15 parents to fill jobs at our away meets. By the end of the season we will have filled nearly 360 volunteer shifts, amounting to over 700 hours, to smoothly run each meet!!

Although this year, we are unsure of the number and formats of meets going into the season, we are certain that we will continue to need volunteers. By signing your child up for the Tornadoes for the 2021 season you are agreeing to work at least 10 hours of volunteer shifts during the season,

understanding that the requirements may be adjusted, up or down, once we better understand the meet structure.

Organizing enough parents to fill the volunteer requirements for the season is crucial to the success of the meets and to our swimmer's enjoyment of the season. The Tornadoes' Board has researched the volunteer requirements of other swim teams in Central Ohio. Based on this research and the numbers of service hours needed to run the team, we have put in place the volunteer requirement policy stated below. We feel in comparison that this is a very friendly requirement, and is needed to ensure we fill the volunteer shifts necessary to run the meets. Most positions require very little training and if anyone is unsure about a position please contact the meet director, the team president, the Volunteer Coordinator, or any experienced team parent for any questions.

### **'Tangy Tornadoes Mandatory Parent Volunteer Policy**

In order to run an efficient program, the 'Tangy Tornadoes Board has implemented the following volunteer policy.

#### Volunteer Requirement

Families are required to work two hours of volunteer shifts by the end of the regular swim season; ~~volunteering at the championship meet does not count towards this requirement.~~ For 2021 only, volunteering at our Virtual Championship meet will count towards this requirement. Failure to fulfill your family's volunteer requirement during the 2021 regular season will result in your family being assessed a \$150 fee. You will be unable to register your children for the 2022 season until this fee is paid.

#### Earn Volunteer Credit

Earn volunteer credit by "working" at swim and/or dive meets or by being a Committee Chairperson! Our Volunteer Coordinator tracks the shifts and hours completed by each family. In order to earn credit for shifts performed, you will sign up for swim meet jobs on the team's website and then you will check in with her at the swim meet. You will be able to easily sign up for most jobs when you sign your swimmer up for a meet. You will also receive a Job Signup Email with a direct link to the Job Signup page. The jobs are on a first come first serve basis, so please sign up quickly. Dive meet jobs are handled outside of the team's website and will be coordinated amongst dive team participants. You will receive training for any job you sign up for. There is a full list of volunteer jobs and committee positions on the Parent Info tab of the team's website.

#### At the Meet

Check in with the Volunteer Coordinator prior to the start of the meet in order to receive credit for volunteering. If you are unable to fulfill your commitment and you need/wish to receive credit for volunteering, you MUST find a replacement and let the Volunteer Coordinator know who your replacement is! We will accept parents, older siblings, grandparents, friends, neighbors, or anyone wishing to help out in your name! If you cannot find a replacement, please contact the Volunteer Coordinator as soon as possible. You will not receive volunteer credit for any shift that is filled by the Volunteer Coordinator.

#### Questions

Contact the Volunteer Coordinator with any questions or concerns. Contact information for the current Volunteer Coordinator is located on the team website. Select the Parent Info tab and then Contact Us.

## Typical Day of a Swim and Dive Meet

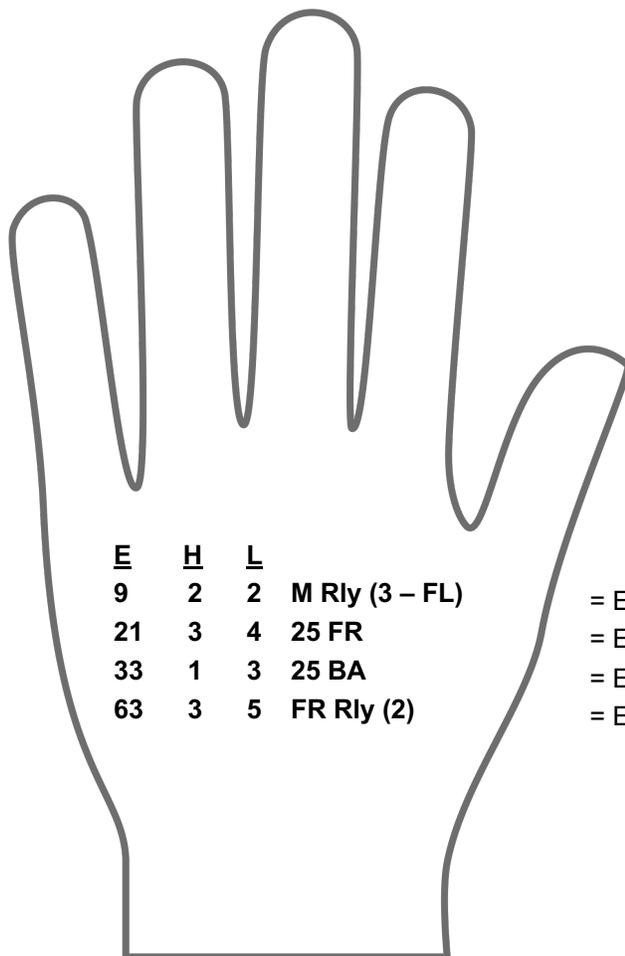
1. Come to practice – morning practice is always held on meet days.
2. SWIM - know which events your swimmer is participating in prior to the meet! These will have been posted on the event page for that meet ahead of time. If your child can participate in the meet after the sign-up deadline, please contact the head coach ASAP (Coach Ziliak - 614-805-4976). DIVE - know what dives your diver is to perform.
3. If a problem arises and your child cannot make it to a meet, please contact the head coach immediately (Coach Ziliak - 614-805-4976). Written or email notice given 24-hours prior to the meet is the preferred method of contact.
4. Packing list for the meet:
  - Tornadoes team swimsuit (pack a backup as well)
  - Map/directions for away meets
  - Two (or more) towels
  - Cap and goggles for swimmers
  - Something to sit on (blanket, chair etc.) Bring chairs for the entire family, meets bring in many people and pools cannot accommodate everyone with chairs.
  - Change of clothes, deck sandals/flip flops
  - Sweatshirts/hoodies (the evenings bring cooler temperature)
  - Healthy snacks and drinks (or money for concessions)
  - Water bottle
  - Cards, books, games for between events
  - Indelible (sharpie) marker
  - Sunscreen
5. Leave early! Plan to arrive 15 minutes before warm-ups. Addresses for all pools in our league are located on the Pool Locations tab of the website.
6. Check in with coaches so they know your swimmer is present. (DIVE) Check in with your coach. Sign your dive sheets.
7. Stay in designated team area. Parents, you are responsible for your child's behavior at meets. Please check that they stay in the team area, so they can be located for their events. Children participating in the meet should not be swimming in pools other than the pool designated for the meet at pools in our league.
8. (SWIM) Find out where the bullpen is located and what ages report to the bullpen.
9. (SWIM) Pay close attention to all announcements. The announcer will announce the events on the blocks (those ready to start swimming) as well as the events in the bullpen (where swimmers are gathering prior to their event). Things may go quickly, especially if events are combined. Even though there may be an event currently swimming (e.g. freestyle) the bullpen will be calling for the next events (e.g. backstroke). Speaker systems vary by pool and can often be difficult to hear so please listen attentively.

## Heat Sheet/Swimmer Preparation

Before every swim meet you will learn what events your child is swimming (e.g. one meet he/she might swim the backstroke and freestyle, in another, the free relay and breaststroke). This individualized information is contained in the meet's heat sheet (normally posted online or emailed prior to the meet). The sheets are also posted at the host pool before the meet. To help the meets run more smoothly, we ask that all swimmers have the events they will be swimming written down on their hands or arm before checking in with their coaches. This makes it easy for all swimmers to check their events, heats and lanes. An example is below. At our intrasquad meet, all coaches, older swimmers and veteran parents will be able to help everyone with this. Please write this information (in permanent ink/sharpie) on the top of your child's hand or arm.

Include the event number (E), heat number (H), and lane number (L). You may also want to add an abbreviation of what stroke (BA – backstroke, BR - breaststroke FR, – freestyle, FL – butterfly) or which position (1,2,3,4) they are swimming and if it is a relay.

Example:



= Event 9, Heat 2, Lane 2 – 100M Medley Relay, Swimmer 3, Fly  
= Event 21, Heat 3, Lane 4 – 25M Freestyle  
= Event 33, Heat 1, Lane 3 – 25M Backstroke  
= Event 63, Heat 3, Lane 5 – 100M Free Relay, Swimmer 2

## Apparel and Equipment

Outfitting a new swimmer or diver can be done economically. At the beginning of the year, the team organizes an apparel sale where swimmers and divers may be fitted in the team suit and order optional items. As your swimmer/diver gets more experienced and committed to the sport, you can decide how much you wish to spend on his/her suits and gear.

### Basic Needs:

1. Swimsuit – You may wear any competition style suit for practice but will an all-black competition suit or jammers (boys) for meets.
2. Towels – bringing more than one is a good idea as they become wet and cold
3. Cap - encouraged for practice and meets
4. Goggles

The only thing swimmers really need is a swimsuit. However, goggles are highly recommended. They help swimmers see the lane lines and swim straight. Probably more importantly, they keep the chlorine out of their eyes! If your swimmer has lots of hair, then she/he will want a swim cap. It helps them be more streamlined in the water so they can swim faster. And there is nothing worse than turning your head to get a breath and only getting a mouthful of wet hair!!

One last optional but nice to have item, especially for younger swimmers, is the bungee goggle strap. They are only a few dollars and make adjusting goggles so easy!

See also “Team Suits & Caps”

### **Bagel Friday** (*Tentative - May not be possible with COVID restrictions.*)

Swimmers will be able to enjoy a fresh bagel after practice or scheduled “Friday Fun Day.”

### **Communication with Coaches**

Communication with coaches is encouraged, however, please **do not engage in conversation with the coaches during practice sessions or a meet**. Please ask any questions after practice times or contact coaches by email.

Conversations about your child’s progress or direct questions about your child will be held without the presence of your child (unless there is a behavior problem in which the parents and child need to be part of a discussion). Please use your best judgment about when to approach a coach and when the timing is appropriate.

If your swimmer/diver is unable to attend a meet due to an unexpected situation, please contact the head swim or dive coach by email. Contact number(s) will be given out at the beginning of the season. It is important for the swim coach to be contacted as soon as possible. Relays require 4 swimmers. If your child is on a relay and cannot come to the meet, there is a possibility that 3 other swimmers may have to scratch that event.

Please check with your child’s coach before or after practice to arrange a time for discussion. Any concern should first be addressed with your child’s coach and if unresolved may then be directed to the head coach.

## **Email Communications**

Every attempt will be made to communicate all pertinent information via email, including new events, practice changes and cancellations. Pay close attention to emails that you receive from the Tornados. Please notify one of the board members if you have not received any emails from the Tornados by May 1.

Parents may contact any board members by email with any questions. Please do this through the website (you can access email addresses there).

## **Entry Limits at Meets**

Swim meets can easily have 150 to 200 participants. In order to ensure that the meet runs in a timely fashion and finishes in a reasonable amount of time, typically about 3 hours, it is necessary to have entry limits. Coaches are limited in the number of heats per event, as determined by the league by-laws. For example, there may be only 5 heats of Girls 9-10 25 Freestyle. Swimmers are limited in the number of events they are eligible to swim, as shown below.

### **Swimmer Entry Limits**

- Regular Season Meets – Swimmers ages 14 and younger may swim up to 2 individual events and 2 relay events per meet. Swimmers ages 15 and older may swim up to 3 individual events. Coaches are not limited in the number of relays entered per event.
- Championship Meet – All swimmers, regardless of age, are limited to no more than 2 individual events and 2 relay events. Coaches are only permitted to enter two relays per event. For example, the Tornados may only enter two relays in the Boys 8 & Under Medley Relay event. This means only eight boys ages 8 and younger will be able to participate in this event.

## **File Folders (Mailboxes)**

Each swimmer/diver and coach have a file located in the mailboxes that are kept in the white storage bench located on the deck of the competition pool. These folders will hold notes, ribbons, flyers and other information and should be checked at every practice.

## **Lindsay's Law (Sudden Cardiac Arrest)**

Lindsay's Law, Ohio Revised Code 3313.5310, 3707.58 and 3707.59 requires parents/guardians and youth athletes to watch the SCA Video and read the SCA Informational Handout annually for each athletic activity each child participates in. The video and informational handout are available via links on the team website.

After completing these activities, the parent/guardian must attest that these activities occurred by declaring their youth athlete as a "Yes" in the "Lindsay's Law" event on the Event's page. Failure to complete this declaration by May 31st will prohibit your child from participating in team practices, competitions, and intra-squad meets beginning June 1<sup>st</sup> until the video and informational handout are reviewed and the declaration completed.

Throughout the season, should your child faint or pass out before, during or after an athletic activity, you will be required to have your child cleared in writing by a physician or authorized healthcare provider before they can return to practice or competition. If your child has a biological parent or sibling who has had a SCA, you will be required to have your child cleared in writing by a physician or authorized healthcare provider before they can return to practice or competition.

See also the “Lindsay’s Law” page under the “Parent Info” tab of the team website.

### **Practice Equipment**

In order to get the most benefit from our modified practice schedule this season, we are requesting that families purchase the following equipment for their swimmer to use during practice. In addition to what is listed below, many children prefer to wear swim goggles with a bungee strap for easy adjustment. When buying goggles, make sure to purchase competitive swimming goggles. They will cost slightly more than those found in the summer swim section but will perform better in the water. We recommend the Speedo Vanquisher series.

- 13 & Over Practice Group: Fins, Pull Buoys & Kick Boards
- 11-12 Practice Group: Pull Buoys & Kick Boards
- 9-10 Practice Group: Kick Board
- 7-8 Practice Group: Kick Board

### **Return-to-Play Concussion Law**

Ohio's Return-to-Play law, Ohio Revised Code 3313.539 and 3314.03, requires that youth athletes who are suspected of sustaining a concussion, MUST be removed from practice or play. Ohio laws prohibit a child to return to play (practice or competition) on the same day that he/she is removed on suspicion of having sustained a concussion. He/she may return the following day if cleared in writing by a physician (MD or DO) or other authorized healthcare provider that he/she did not sustain a concussion. The Ohio Department of Health Concussion Information Sheet is available via links on the team website.

Should your child be removed on suspicion of having sustained a concussion, you will be required to have your child cleared in writing by a physician or authorized healthcare provider before they can return to practice or competition.

See also the “Return-to-Play Concussion Law” page under the “Parent Info” tab of the team website.

### **Season Photos** *(Tentative - May not be possible with COVID restrictions.)*

We will have a team picture day for opportunities to purchase individual and team photos.

### **Team Suits & Caps**

The Tangy Tornadoes use all black competition suits for both swim and dive teams. We have set up a team store with [Mo's Swimville USA](#) on Bethel Rd. Mo's has an excellent selection of goggles, suits and training equipment. Their retail store is open, and you are welcome to stop by and have your swimmer try on suits to ensure that you purchase the correct size. Best of all, Mo's is offering Tornadoes families a discount off their purchase, and you are supporting a local business!

Please remember that a properly fitting competition suit should be tight! The suit will stretch as your swimmer/diver wears it. Boy's jammers are required to be above their knees, if it is too long your child will be disqualified during a meet. Girls suits should only allow for one finger to fit underneath the shoulder straps.

All girls and boys whose hair fall over the top of the ear are required to wear a team cap for all meets. Caps will be available for purchase at practice and meets for \$10, cash only.

**Team Website**

The team website is [www.TangyTornadoes.com](http://www.TangyTornadoes.com). This site provides information regarding the season calendar, parent handbook, registration forms and meet results. We encourage you to check this website often throughout the season and off-season. The Tornadoes website is your tool to register your swimmer/diver for meets and must be used for your child to participate in meets.

**N-E-W- Swim League Order of Events for Swim Meets**

<b>Girls Event #</b>	<b>Age</b>	<b>Event</b>		<b>Boys Event #</b>
1	10 & U	100M	Individual Medley (IM)	2
3	12 & U	100M	Individual Medley (IM)	4
5	14 & U	100M	Individual Medley (IM)	6
7	18 & U	100M	Individual Medley (IM)	8
9	8 & U	100M	Medley Relay	10
11	10 & U	100M	Medley Relay	12
13	12 & U	200M	Medley Relay	14
15	14 & U	200M	Medley Relay	16
17	18 & U	200M	Medley Relay	18
19	6 & U	25M	Freestyle	20
21	8 & U	25M	Freestyle	22
23	10 & U	25M	Freestyle	24
25	12 & U	50M	Freestyle	26
27	14 & U	50M	Freestyle	28
29	18 & U	50M	Freestyle	30
31	6 & U	25M	Backstroke	32
33	8 & U	25M	Backstroke	34
35	10 & U	25M	Backstroke	36
37	12 & U	50M	Backstroke	38
39	14 & U	50M	Backstroke	40
41	18 & U	50M	Backstroke	42
43	8 & U	25M	Breaststroke	44
45	10 & U	25M	Breaststroke	46
47	12 & U	50M	Breaststroke	48
49	14 & U	50M	Breaststroke	50
51	18 & U	50M	Breaststroke	52
53	8 & U	25M	Butterfly	54
55	10 & U	25M	Butterfly	56
57	12 & U	50M	Butterfly	58
59	14 & U	50M	Butterfly	60
61	18 & U	50M	Butterfly	62
63	8 & U	100M	Free Relay	64
65	10 & U	100M	Free Relay	66
67	12 & U	200M	Free Relay	68
69	14 & U	200M	Free Relay	70
71	18 & U	200M	Free Relay	72

**Marysville Pool is 25 yards, to the best of our knowledge all other pools are 25 meters.**

## Glossary of Terms

**Backstroke Flags** - Flags going across pool indicating to the swimmers they are approaching the end of the pool and need to count their strokes so as not to bump their head or to prepare for a flip turn.

**Bull Pen** - An area designed at a meet for the swimmers to wait for their events. Swimmers and parents should listen for the announcer to call events to the bullpen and make sure the swimmer reports to the bullpen when his/her event is called. Bullpens may only be run for those who are 10 or 12 & under, depending on the meet.

**Clean-up** - A responsibility of every Marlin is to throw away any trash on the ground as well as to pick up personal items and take them home. Parents are asked to encourage their child to handle this task at each meet and practice. At the end of each meet there is much equipment to take down. Adult participation will expedite this process and is always appreciated.

**Deck** - The area immediately around the pool. During a meet, only swimmers, coaches and officials are allowed on the deck. Parents should try to stay off the deck as much as possible.

**Disqualification (DQ)** - Technically incorrect strokes, kick, turn or start. A swimmer must compete in a race according to certain requirements which if those are not met, a swimmer may be disqualified. Detailed descriptions of stroke and turn rules are available on the team website. Some examples of disqualifications: • Backstroke: toes out of water on the start, technically incorrect flip turn, turn on stomach before touching the wall at the finish • Breaststroke: too many pulls or kicks underwater on start or turns, incorrect stroke or kick, not doing a simultaneous two-hand touch on wall • Freestyle: false start or missing the wall on turn • Butterfly: false start, incorrect stroke or kick, not doing a simultaneous two-hand touch on wall.

**False Start** - When a starter announces, "TAKE YOUR MARK", the swimmers on the starting blocks must bend over with their toes over the end of the block and remain motionless until they hear the starting sound. If a swimmer leaves their position before the starting sound, he/she may be disqualified. In a relay, a false start may also be when the swimmer leaves the block before the swimmer in the water touches the wall.

**Finish Judge** - Two place judges at the finish line to record the order of finish of each race.

**Freestyle Relay** - Four swimmers, each swimmer swims freestyle.

**Heat** - One of several races of the same event.

**Individual Medley (IM)** - An individual event in which one swimmer swims all four strokes in the specified order (fly, back, breast, free). Only for swimmers 11 & older.

**Medley Relay (MR)** - The relay event in which each of the four swimmers swim one of the four strokes in the specified order (back, breast, fly, free).

**Relays** - An event having four swimmers from the same age group.

**Runner** - An individual that collects the cards from the timers and finish judges after each heat and takes them to the scorer's table.

**Scorer** - With the cards turned in by the runners and finish judges, the scorer awards points to teams in each event. Scoring in the SSCL is done via computer.

**Scratch** - Withdraw any entry from competition after entries have been made.

**Seeding** - The assignment of swimmers to heats. In dual meets, one team is assigned half the lanes (1, 3, 5, 7) and the other team the other half (2, 4, 6, 8).

**Seed Times** - The times used to enter a swimmer in a meet. This determines a swimmer's heat and lane assignment.

**Starter** - The official responsible for the start of each heat and calling swimmers to the blocks. Starting Block - Raised platform on the swim deck to add height for competitive swim starts.

**Stroke and Turn Judge** - The official that determines the legality of a swimmer's stroke and his/her turns.

**Timer** - Times every swimmer in their lane. Records the times on a card for scoring. Each lane has 2-3 timers.

**Warm-up** - Time the swimmers can practice before a meet.