

**VIRGINIA RUN**



**RIPTIDE**

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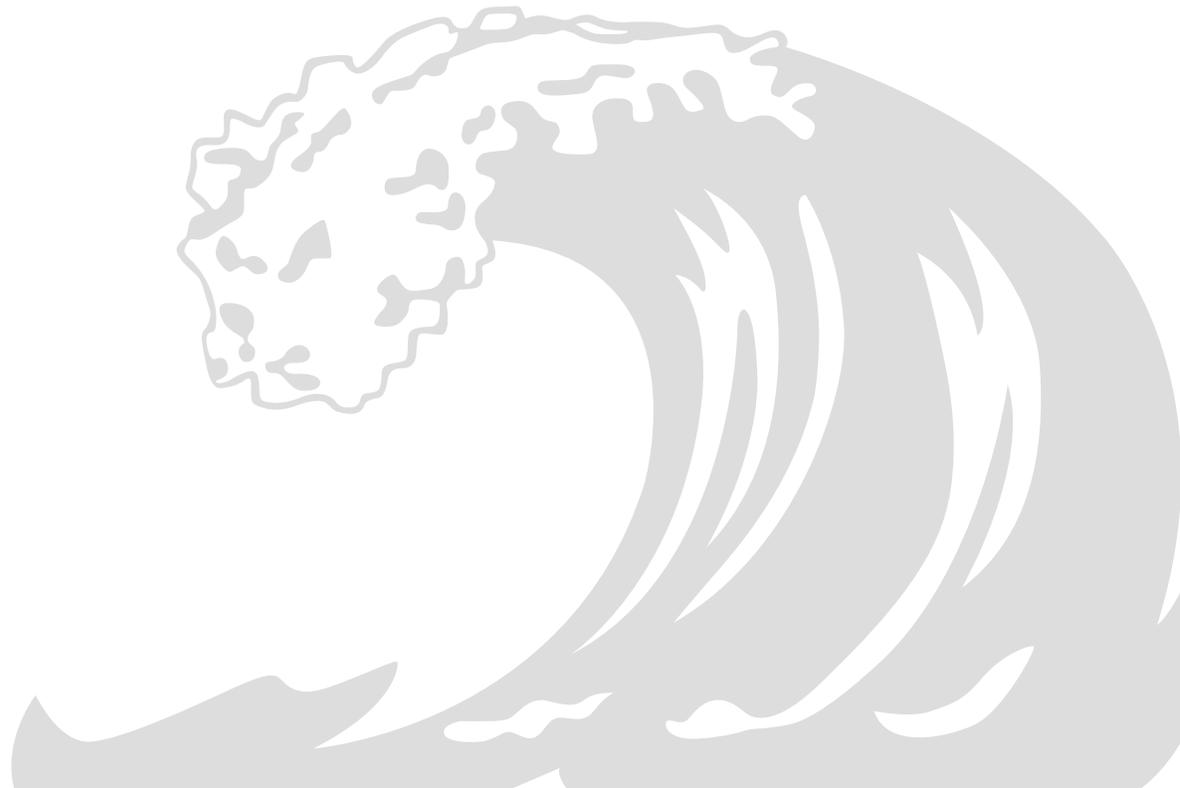
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# ABOUT THE TEAM

## OUR SWIM TEAM PHILOSOPHY

The Northern Virginia Swim League (NVSL), founded in 1956, has adopted the following mission statement: To develop in the children affected by this program a love for the sport, advanced aquatic skills, teamwork and the principles of good sportsmanship.

Swimming is unique in that there is a place on the team for anyone eighteen or younger who can swim across the pool without assistance. The VR Riptide believes that personal development is what is most important, and for a swimmer that means improving your times. We believe that by establishing a healthy environment that encourages kids to do their best, recognizes their contributions and is fun for the entire family, we will have met our goals.

The funds to meet our team's expenses come through registration fees, concession sales, vending machine sales, clothing sales and the yearly \$3,500 Community donation (thank you Community Board of Trustee members!).

## TEAM ELIGIBILITY

The Virginia Run Community Association owns the facility that we use, and the Virginia Run Swim Team members are limited to those who live in Virginia Run and pay association dues. The one exception to this is a swimming age child of the head coach. A variance has been approved granting them pool privileges, and thereby eligibility for the swim team, as long as they too pay association dues.

The Virginia Run Swim Team is not a swim lesson program, and for safety reasons, all swimmers must be able to swim a length of the pool to join the team. Stroke technique will be taught in a group setting, and coaches will help your swimmer become a better swimmer. Per NVSL rules, the maximum age limit for swimmers is 18 years old.

## OUR BOARD

The Swim Team is governed by the by laws that requires a minimum of 5 board members (Administrator, Secretary, Treasurer and at least 2 other members). To be on the board, you must have a child on the team. The current Swim Team Board encourages parent representation on the Board. The tasks of the team are shared, and future leaders of our team are developed as current leaders as their children leave the team. Elections for Board Members are held at the October Annual Meeting and a member's term lasts for 2 years. Each registered family gets one vote for each open position. If you are interested in being a board member, and want to make your voice heard about the direction of the team or have new ideas, talk to any current member concerning opportunities. A copy of our by-laws are on our website on the "Documents" tab.

# PARENTS & SWIMMERS RESPONSIBILITIES

## PARENTS

General - Parents are responsible for transportation to/from, attendance at, and behavior at practices, swim meets, and other team activities. It is important that everyone be on time. All swimmers should bring their pool passes to practices. A parent or responsible adult is required to remain at practice for all 10 and under swimmers. Swimmers 10 and under may never be left unsupervised at the pool before and/or after practice. Coaches are often busy with other sessions, or setup/breakdown and cannot supervise them before or after practice with the exception of personal lessons. HOA pool rules state children ages 10-13 can be at the pool without a parent or responsible person aged 14 or older if they have passed the basic swim test given by the pool manager. Lifeguards are on duty during normal pool hours, 11a-8p daily, not during Riptide AM practices which occur before the pool opens.

## PARENTS AND SIBLINGS ARE REQUESTED TO STAY AWAY FROM THE PRACTICE LANES

The proximity of parents to the practice lanes has been a cause of distraction to both swimmers and coaches. The full attention of the coaches to activities in the water is required at all times during the practice sessions to ensure a safe and beneficial workout. Riptide coaches will schedule appointments and make time available to talk with swimmers and parents.

Please direct any ideas, concerns, or suggestions to a Swim Team Board member. If it involves coaching, the Team Representative will communicate the item to the coach.

Please stress to your swimmers that their main competitor is their own personal best time. Regardless of the swimmer's place in an event, it was a "great" swim if the time is a personal best! We hope every swim is a personal best time.

## NOTIFICATION TO TEAM IF YOU CANNOT SWIM ON THE SATURDAY DUAL MEETS

If you are unable to attend a Saturday Dual Meet, please be sure to decline the meet in advance so that substitutions can be made. It would be greatly appreciated if you could indicate at the beginning of the season your swimmer's availability for all A Meets.

## VOLUNTEERING

To run a meet it takes over 40 parent volunteers. In addition to officiating, scoring, and timing at meets, volunteers are needed throughout the summer to set up before and clean up after home swim meets, work at the concession stand, help with social and fund-raising activities and to perform other necessary services. At Registration we asked each family to volunteer for 5 slots. Please help the team where you can, and keep your commitments. We're planning on you being available for those events you volunteer to do. If you cannot make that activity, it is your responsibility to find someone to cover for you.

## MEET OFFICIALS/HELPERS

Officials, timers and table workers are essential to run the meets. Persons working as deck officials and timers should wear white shirts and navy blue shorts. You are representing the NVSL and should look, act, and be unbiased and professional. One exception for our home B-meets is that timers are encouraged to cheer and encourage all swimmers - even those on the other team. Timers should not cheer at A-Meets.

Officials: PLEASE arrive at scheduled meets no later than 30 minutes before the official starting time. While officials are on duty please refrain from eating and cheering. Please turn off electronic devices. This helps set the proper tone of professionalism and objectivity during swim meets.

## SWIMMERS

Have fun and improve! All swimmers should be aware of the rules and follow them:

- Bring their pool passes to practices
- Attend practices on time (10 minutes early is on time)
- Know the required strokes
- Participate in events as assigned by the Coaches
- Notify head coach if you will be absent from multiple practices or whole weeks at a time (i.e. vacations, other commitments)
- Arrive to meets on time
- Wear your VR RIPTIDE team cap when competing
- Remain in the designated team area

If you must leave the team area during a meet, please advise a coach. We don't want anyone to miss an event because they wandered away from the team area. Coaches cannot leave the pool to search for missing swimmers.

Swimmers are required to clean up the team area after all Meets (both home and away). A helpful hint: try to keep the area clean during the meet so the clean up will be quick.

Demonstrate good sportsmanship and appropriate behavior at all times. Failure to do so may result in a swimmer being removed from a meet or practice session.

In addition, swimmers are required to follow a code of conduct. The code of conduct form is electronically reviewed and signed by each family during on-line registration. A copy of the Code of Conduct is available in the "Documents" section of the website. Also in the appendix of this handbook. Please review with your swimmers at the start of each season.

# LEAGUE ORGANIZATION AND EVENTS

## NORTHERN VIRGINIA SWIMMING LEAGUE (NVSL)

In 1956, 8 Northern Virginia Pools founded the NVSL. Today, the NVSL has over 14,000 swimmers on 109 teams and is the largest summer swim league in the United States. During the offseason, the NVSL ranks each team from 1 to 109 based primarily on swimmers times, and then divides the teams, based on these rankings, into 17 Divisions of six teams. The fastest teams are in the lower numbered Divisions and the less competitive teams are in the higher numbered Divisions. The other teams in our division and meet locations can be found on our website. The NVSL also has a very informative website at [www.mynvsl.com](http://www.mynvsl.com). It contains a wealth of information on the league, team standings, and even individual times.

The competitive dual meets or "A meets" held on Saturdays and other competitive meets (Relay Carnivals, Divisionals, and All Stars) are part of the NVSL program

## WEST FAIRFAX DEVELOPMENTAL LEAGUE (WFDL)

The Greenbriar, Brookfield, Little Rocky Run, Oakton, Poplar Tree, Sully Station, Pleasant Valley and Virginia Run pools have joined together for the conduct of un-scored "B Meets" on Monday nights.

## TIME TRIALS

The week before the first meets of the season, we conduct time trials. Because spring sports are still going on time trials are conducted both on Saturday morning and the following Monday night. The purpose of time trials is to give each swimmer an opportunity to get a starting time in each stroke and to initially determine the fastest swimmers in each stroke so that we can field our best team at the first Dual "A" Meet. Swimmers are allowed and encouraged to get times for all four strokes. As the season progresses, faster times swum at "A" and "B" meets will re-establish each swimmer's personal best. Swimmers cannot swim the same strokes at both Time Trials & Make-Up Time Trials. If you can't attend the make-up, or if it gets canceled due to storms, your next opportunity to get times and be eligible to swim in an A Meet will be at the first B Meet (which is AFTER the first A Meet) and B Meet event rules will apply (meaning, you can only swim two strokes and Individual Medley). It is highly encouraged to attend Saturday Time Trials if possible.

## SATURDAY DUAL "A MEETS"

The six teams in each division swim the other five teams, one at a time on five consecutive Saturdays, in a series of Dual Meets, so called because there are two teams competing. Based upon the results of these five meets, a division champion will be named.

## RELAY CARNIVALS

Division Relay Carnival takes place on the Wednesday between the third and fourth weeks of the

season. All six teams in each division converge at one pool for an evening of relay races. These include both Freestyle relays (each swimmer swims the Freestyle) and Medley relays (each swimmer swims a different stroke). The next night, all the Division Coordinators meet, and relay teams are selected to swim at the All-Star Relay Carnival the following week. The sole criteria for selection to the All-Star Relay Carnival are to have one of the eighteen fastest times in events swum in the Division Relay Carnival across the entire NVSL.

Substitutions may occur at any time subject to the approval of the meet manager. A team that qualifies for the All-Star Relay Meet may have one substitution under certain circumstances. That is, three of the four swimmers who qualified must remain on the relay team. Substitutions will only be allowed for sickness, injury or absence. However, Riptide team policy is that if a swimmer misses the Divisional Relay because of absence such as vacation or camp, (s)he will not be put on the All-Star Relay even if they are a faster swimmer.

In Relay Carnivals, teams are not seeded. Each team's lane assignment for the first event is based upon luck of the draw and the teams then rotate one lane to the left after each event.

## **DIVISIONALS**

In the sixth week, each Division has an Individual Championship meet, commonly referred to as "Divisionals". Each team is allowed to enter two swimmers in each event and a swimmer can enter no more than two events. If a team does not have two swimmers for an event, the other teams can bid in other swimmers to fill the empty lanes. At Divisionals, the Individual Medley (IM) is also swum. This is an individual meet and is not scored.

## **ALL STARS**

After Divisionals, all of the Division coordinators meet to select swimmers for the All-Stars meet the following Saturday. The sole criteria for selection to All-Stars is to have one of the eighteen fastest times swum that day in an event in all of the Divisional meets. All Stars can be overwhelming for a first time swimmer as approximately 600 swimmers plus parents, coaches, and officials converge on a pool for a meet that takes about six hours. If your swimmer is fast enough to be named an All Star, it is a thrill they will never forget.

## **UNITED STATES SWIMMING (USS)**

USS is the governing body for swimming in the United States. USS establishes rules for the different strokes and for the conduct of competition. The swimming rules that we use in NVSL are USS rules with minor changes to accommodate the facilities and skill levels found in our league.

## **POTOMAC VALLEY SWIMMING (PVS)**

PVS is the local "branch" of USS. It consists of year round swim clubs in the Washington area. PVS conducts "Short Course" competitions (25 yard pools) from October to April and "Long Course" competitions (Olympic sized 50 meter pools) from May through July.

# STROKES

If you're not a former swimmer, the strokes and their rules can be a cause of bewilderment. While the stroke rules are simple enough for a six year old to understand, most people do not have a copy of the USS Rules, so we'll briefly describe the strokes below. The rules below are the USS rules as modified for use in the NVSL. Teams in other leagues may have slightly different rules.

## FREESTYLE

The freestyle is defined as any means of swimming across the pool. Any stroke and kick are acceptable. There are, however, a few don'ts associated with this stroke, specifically: (1) You cannot walk on the bottom or pull yourself along using the lane lines and (2) In a 50 Meter race (two pool lengths) you must touch the wall at the 25 meter end before touching the wall at the 50 meter end. (This may seem obvious, but sometimes swimmers miss the wall at the turning end of the pool)

## BACKSTROKE

Like the freestyle, almost anything goes on the backstroke as long as you stay on your back. Backstroke starts are different from all others because the swimmer is in the water feet planted against the wall, and hanging on to either another swimmer's legs or the lip on the pool awaiting the starter's signal. "Legs" must be grabbed below the knee. Persons serving in an official capacity (such as timers or coaches) may not serve as "legs".

If your swimmer is a backstroker, he or she will eventually learn the backstroke flip turn. This is the one exception to staying on your back and can be used only as part of a turn (not a finish) at the pool wall.

## BREASTSTROKE

The Breaststroke has two components, the kick and the arm pull. The pull and its recovery must both be under the breast and cannot extend further back than the waist area. The kick is a "frog" kick and the toes must be pointed outward during the propulsive part of the kick. The arm pull and kick must be in an alternating sequence and the elbows must stay below the water except for tagging the wall at the finish. Breaststroke turns and finishes require a simultaneous two-hand touch.

## BUTTERFLY

There are two components of the fly; the arm pull and the kick. The arm pull must be an over the water recovery (elbows breaking the surface of the water) with the arms moving simultaneously. The kick is a dolphin style kick with both legs moving simultaneously. Unlike the Breaststroke, there is no requirement to alternate the kick and pull. Turns and finishes require a simultaneous two-hand touch at the wall.

## INDIVIDUAL MEDLEY

The individual medley (or IM) includes each of the four strokes in the sequence butterfly, backstroke, breaststroke, freestyle. We swim a 100-Meter IM, which means that 25 Meters, or one pool length, of each stroke is swum. In a 100 Meter IM, every turn is a stroke change and stroke finish rules apply. This means no flip turns from one stroke to the next.

## RELAYS

There are two kinds of relays, the freestyle relay and the medley relay. Both involve a team of four swimmers, each swimming one-quarter of the total distance. In the freestyle relay, each swimmer swims the freestyle. In the medley relay, the sequence is backstroke, breaststroke, butterfly and freestyle.

In all relays, each swimmer must wait until the previous swimmer touches the wall prior to leaving the deck. Running starts or pushes from teammates are not allowed

## SWIM MEETS

### SATURDAY “A MEETS”

Saturday Meets consist of 40 Individual events and 12 Relays. The events swum for each stroke and age group are shown below. Remember, each pool length is 25 meters.

### SATURDAY MEET EVENTS AND DISTANCES

Age group	Freestyle	Backstroke	Breaststroke	Butterfly	Freestyle Relay	Medley Relay
8 & Under Boys	25 M	25 M	25 M	25 M	100M	
8 & Under Girls	25 M	25 M	25 M	25 M	100M	
9-10 Boys	50 M	50 M	50 M	25 M		100 M
9-10 Girls	50 M	50 M	50 M	25 M		100 M
11-12 Boys	50 M	50 M	50 M	50 M		100 M
11-12 Girls	50 M	50 M	50 M	50 M		100 M
13-14 Boys	50 M	50 M	50 M	50 M		100 M
13-14 Girls	50 M	50 M	50 M	50 M		100 M
15-18 Boys	50 M	50 M	50 M	50 M		200 M
15-18 Girls	50 M	50 M	50 M	50 M		200 M
Mixed Age Boys					200 M	
Mixed Age Girls					200 M	

## NOTES:

- The order of events follows each stroke 8 & under boys through 15-18 girls, then relays for 8 & under boys through 15-18 girls, and concludes with the mixed aged relays.
- The Mixed Age Relays are swum by, in order, an 11-12 year old, a 10 & under, a 13-14 year old, and a 15-18 year old.

## DETERMINING SWIMMERS

These meets are to see who can score the most points, so generally the fastest swimmers get to swim. Three swimmers can be entered in each individual event and no swimmer can swim more than two individual events. Since swimmers take vacations and go places such as scout camp, and a swimmer can swim in only two events (plus relays) in any meet, you don't have to be one of the three fastest swimmers to swim in a Saturday meet.

Who swims an event may seem to be a mystery. However, after the first meet both teams know the other's swimmers times and we try to position our swimmers to optimize our points and win. While the number one criteria our coaches use to determine who swims is a swimmer's timed speed, there are other factors that come into play and the coaches are given some discretion to choose who swims (i.e. relay take off skills, illegal stroke technique, poor attitude or attendance at practice are just a few examples that may impact swimmer selection.

Line-ups for Saturday "A" Meets will be emailed after the meet sheet has been exchanged with the opposing team. PLEASE check the Dual Meet Line-up each week. Swimmers and their events WILL change from week to week. Every swimmer on the team needs to confirm their availability for each Dual Meet by declaring "yes" or "no" for each A meet at the start of the season and no later than Wednesday of each week prior to our A meets. If you are unavailable to swim, please let us know as soon as possible. This will ensure we have the best team available for each Dual Meet.

We highly recommend that if you feel your child should be swimming a particular event, please let the Team Rep or Team Administrator know. If we don't know the reason we will find out.

Please resist the urge to confront the coaches directly at practice. We want their focus to be on the safety of the children and their instruction.

## LANE ASSIGNMENTS

In Saturday meets, the home team has lanes 1, 3, and 5 while the visiting team has lanes 2, 4, and 6. The fastest swimmers swim in lanes 3 and 4, the next fastest in lanes 1 and 2, and the next fastest in lanes 5 and 6. Swimmers are seeded based upon their fastest times attained in prior competition. Lane 1 is always on the right side as you stand facing the pool at the starting end for the 50M events.

## SCORING

In the individual events, a first place finish earns 5 points for the team, a second place 3 points and a third place, 1 point. Relays are scored as 5 points for the winner and 0 points for the loser. There

are 420 points up for grabs in a Saturday meet. Unless there are one or more places not awarded in an event due to DQs or lack of swimmers, you need 211 points to win.

In the event of a tie, the points for the places involved are equally split among the swimmers. For example, a two way tie for second place, each swimmer earns 2 points (3 points for second plus 1 point for third equals 4 points, half for each swimmer). No third place would be awarded because the next swimmer is fourth. For a third place tie, each swimmer is awarded 1/2 point.

## **CARAVANING TO AWAY “A MEETS”**

For away Dual Meets, swim team members and parents are strongly encouraged to meet in the Virginia Run Elementary School parking lot and travel together to the meet in a caravan. It is important for the coaches to get a head count in case someone is unexpectedly absent and another swimmer needs to be alerted that they are eligible to swim. In general, we leave the parking lot at about 7:20 am for Dual Meets. Actual departure times vary due to meet location and traffic conditions. Parents may arrange for their swimmer to travel with another family in the caravan if the parents wish to go to the meet at a later time.

## **MONDAY “B MEETS”**

Monday meets are basically the same as Saturday meets except as follows:

- The primary objective is to provide a competitive swim opportunity to everyone on the team. Times are recorded to track improvement through the season and to determine the most competitive swimmers for the team competitions.
- Ribbons are issued to provide positive encouragement, but there are no team scores.
- In the freestyle and backstroke, a 6 & Under age group is added
- In breaststroke and butterfly, 6 & unders swim with the 8 unders
- IM events are added for 10 & Unders, 11-12s, 13-14s and 15-18s
- There are usually multiple heats of each event for younger swimmers
- Unofficial/exhibition heats run at the end of each stroke and are mixed age & gender

## **STROKE DETERMINATION FOR “B MEETS”**

Swimmers are encouraged to swim all strokes throughout the season. Each age group may compete in five individual events: free, back, breast, fly and Individual Medley (IM). Each week, a swimmer can swim two events plus the Individual Medley (IM). Limitations are listed below. All sign-ups are subject to change at the coaches discretion.

A swimmer who wins any Saturday Dual A Meet race in any individual stroke can only swim the Individual Medley (IM) at Developmental Meets, plus one unofficial/exhibition heat in the stroke of their choice.

A swimmer who finishes 2nd or 3rd in a Dual Meet can swim any stroke at Developmental B Meets except for that stroke which they placed 2nd or 3rd. They can swim in an unofficial/exhibition heat for that stroke. This counts toward their maximum of two stroke choices. Only one unofficial/exhibition event/heat is allowed. All swimmers are eligible to swim the Individual Medley

(IM) event.

Times in Unofficial/Exhibition heats at a Developmental Meet can count as personal best times or team records. Generally, the size of the other team dictates how many unofficial/exhibition heats will be allowed. The larger the other team, the fewer unofficial/exhibition heats run, since the meet should typically end before darkness falls.

## **“B MEET” SIGN-UPS**

We offer online signup for B meets. Email instructions on how to sign up will be sent prior to the meet and all sign-ups must be completed by midnight on Saturday so that our data rep can set up the meet and print the cards. Sign up early so if you run into problems we can help find a solution. If you wait until the last minute or forget to sign-up you may miss the deadline and due to the time intensive nature of setting up for a B meet, no exceptions or late entries will be permitted.

## **MEET OFFICIALS AND VOLUNTEERS**

### **TEAM REPS AND ADMINISTRATORS**

The “A” Team Rep is responsible for overseeing the day-to-day coaching staff and are the representatives of the Virginia Run team to other swim teams and the NVSL. The “A” Team Rep is also the designated recipient of all DQ slips for his/her team and is the only person with any official standing to challenge any decisions made by the referee.

The “B” Team Rep is the primary interface with the other Western Fairfax County Developmental League teams, coordinating schedules, and resolving any meet issues.

The Team Administrator oversees all aspects of the swim team from an administrative standpoint (scheduling and running board meetings, team communications, hiring of coaches, registration, volunteers, ensuring compliance with team and HOA rules, etc.)

### **DECK OFFICIALS**

There are a number of important parent volunteers needed to conduct an efficient and fair competition, and by NVSL convention are requested to wear white shirts and blue shorts. Among them are:

### **REFEREE**

The Referee is the chief official for each swim meet. He/she is responsible for the meet and is the final authority on the interpretation and enforcement of all swimming rules. Prior to the start of each race, the referee blows his whistle to advise the participants to get ready. After the event is announced by the starter, the Referee sounds three short blasts of the whistle as a signal for swimmers to get into position for the start, or to jump feet first into the water for a backstroke event. For backstroke events, a second three short blasts is given to bring the swimmers to the wall for the

start. When the referee sees that all the swimmers are ready, he extends his arm pointing towards the starter. At this point, the starter takes control.

## **STARTER**

The Starter is responsible for ensuring that all swimmers are given a fair and equitable start. The starter will instruct the swimmers to "Take your mark". After all swimmers are ready and still, the starter will start the race, using the Colorado System. This system consists of a public address system, a horn, and a strobe light. A race can be recalled only if it was a bad start by the starter (i.e. not all the swimmers were ready) or for a safety reason.

## **STROKE AND TURN JUDGES**

Once the race has started, the Stroke & Turn Judges are responsible for ensuring that all swimmers obey all the rules for the stroke they are swimming. These officials are always at the ends of the pool for starts and finishes and walk the sides of the pool as best they can within the physical constraints of the pool. If a Stroke and Turn Judge sees a violation of the rules, he raises his hand to signify that an infraction has occurred. A disqualification is recorded on a DQ slip, which the referee reviews and approves and forwards copies to the Table workers and the Team Rep.

## **RELAY TAKE-OFF JUDGES**

During relays, you'll see four Relay Take-off Judges at each end of the pool (two per lane). Their job is to ensure that each swimmer touches the wall prior to the next swimmer in the relay leaving the deck. Each Judge notes on a slip of paper whether each swimmer in his lane left before or after the swimmer in the water touched the wall. Relay Take-off Judges do not raise their hands when they observe an early take-off because a disqualification occurs only if both Relay Take-off Judges observed an early takeoff.

## **TIMERS**

The timers are the most important people to every swimmer. They are the people who determine each swimmer's official time for each race. Being a timer is a good volunteer position for new parents. The Chief Timer of each meet will provide volunteers with an overview of the job. If you can start and stop a stopwatch, you can be a timer. Timers start their watches on the strobe light from the Colorado system and stop their watches when the swimmer touches the wall. There are three timers per lane and all three times are recorded. The middle time is the official time. The Chief Timer collects the time cards from the timers, reviews them for accuracy and completeness, and forwards them on to the table workers.

## **MEET VOLUNTEERS**

There are a few more behind the scenes volunteers helping the meet run smoothly, including:

## MARSHALS

Marshals are responsible for ensuring that Warm-ups are conducted safely and that order is maintained during the warm-ups. Duties include ensuring that diving starts are used in warm-ups only when a lane is “one way” away from the starting end, stopping any horseplay and making sure swimmers aren’t hanging or sitting on the lane lines.

## CLERK OF THE COURSE

The Clerk of the Course is the “gatekeeper” for all swimmers in our meets. The volunteers who perform this function get the swimmers to the right lanes for the correct race. At B Meets the clerk of course will also ensure that all lanes have a swimmer so that the meet runs as efficiently as possible by combining heats when possible.

## TABLE WORKERS

The time cards from the timers, and any DQ slips, go to the table workers who determine the order of finish for each event, score the meet, and prepare ribbons for the participants. Several people from each team perform these functions to ensure that errors are caught before the results are announced.

## OTHER VERY IMPORTANT PEOPLE

It would be impossible to host a swim meet without a number of people in other very important positions. These people build and edit the website, set up the pool, sell concessions, announce the results, run social activities, oversee fundraising efforts, manage swimmer data, provide ribbons to swimmers and work with vendors on suit selection and spirit wear. We need the help of every family in order to have a successful swim season.

## DISQUALIFICATIONS (DQ'S)

In swimming, the rules must be followed in total or a disqualification, or DQ, is committed. A DQ is any violation of the rules observed by any appropriate official. Some of the more common reasons for DQing are as follows:

## FREESTYLE

- Failure to touch the wall at the turning end of the pool
- Walking on the bottom or pulling on the lane lines
- Exiting the pool before swimming the specified distance

## **BACKSTROKE**

- Past vertical towards the breast at any time except during a flip turn
- Leaving the wall after a turn past vertical towards the breast
- Improper flip turn

## **BREASTSTROKE**

- Incorrect kick, such as a Scissors kick or Flutter kick
- Non-Simultaneous two-hand touch or one hand touch at turn or finish
- Toes not pointed outward during the propulsive part of the kick
- More than one stroke underwater with arms fully extended at start or turn
- Arm recovery past waist except on first stroke after start or turn
- Head didn't break surface by conclusion of second arm pull underwater after a start or turn

## **BUTTERFLY**

- Non-Simultaneous or one handed wall touch at the turn or finish
- Non Simultaneous leg movement during kicks
- Arms don't break water surface during recovery (judged at the elbows)
- Non Simultaneous arm movement during recovery

## **RELAY RACES**

- A swimmer leaves the deck before the previous swimmer touches the wall or deck
- A swimmer commits any of the above stroke-specific infractions

## **FALSE START**

- A swimmer starts the race early (more details below)

## **WHEN A DQ OCCURS**

When a Stroke and Turn Judge observes a violation, he/she raises his hand to signify that a violation has been observed and then writes it up on a DQ slip. The judge then takes the slip to the referee, who verifies that rule has been broken and can question the stroke and turn judge to ensure that he/she was able to see the violation that was cited. The referee then gives one copy of the DQ slip to the Team Rep and another copy to the Table Workers. Another clue that a DQ has occurred is a Stroke and Turn Judge writing and a longer than normal pause between events.

Disqualifications for early relay takeoffs are done slightly differently. The referee receives all the take-off slips from all the judges. If both judges on a lane agree that an early takeoff occurred, the Referee will stand over the lane that the team being DQ'd swam in and raise his hand. After each meet, a DQ report is posted on the team website.

## WHAT IS A FALSE START OCCURS

A false start occurs whenever a swimmer moves towards the pool after having assumed a still position (taking his/her mark) and before the Starter has started the race. When this occurs, a swimmer is usually trying to anticipate the starting signal and beat the other swimmers into the water.

If the false start is detected before the starting signal is sounded, the offending swimmer can be removed from the race prior to it starting. If a false start occurs but the starting signal has sounded, the race will not be stopped. Instead the false starting swimmer(s) will be notified of their false start at the conclusion of the race. The use of a recall signal is now limited to a bad start (i.e. not all swimmers were ready) or for a safety reason. If the starter sounds the recall signal, no swimmer can be removed for a false start.

## DQ NOTIFICATION

The Team Rep tells the coach, who tells the swimmer. As a parent you may not be aware that your swimmer DQ'd. The top three times announced are the official times so while you may see your swimmer touch the wall in a certain place, it may not be the official place once DQ's are accounted for and the results finalized. Team Reps will be happy to help parents understand why their swimmer DQ'd but please wait until after the meet to have those discussions. Parents and swimmers can also see DQ's noted in the official results for both A & B Meets. A Meet Results (per NVSL rules) must be posted to the website by 4 PM the day of the meet. B Meet Results are usually posted after the meet which can be as late as 11pm at night or the following morning.

## DQ PROTESTS

First, a word about officials and DQs. Every official on the deck will always give the benefit of the doubt to the swimmer. Although the difference between legal but ugly vs. illegal is sometimes close to call, any violation called by an official is an "I saw" not an "I think I saw".

As for protests, the "A" Team Rep is the only person who can officially question a disqualification or any other call by an official at a competitive meet. If something happens involving your swimmer which you do not think is right, talk to the coach or the Team Rep. The Team Rep will initiate action in accordance with NVSL rules if thought to be appropriate.

## OTHER STUFF

### COMMUNICATION

Throughout the season, announcements, changes and other important information will be distributed in several ways. The primary mode of communication will be through email, the team website ([www. variptide.com](http://www.variptide.com)) and the Riptide bulletin board in the pool lobby adjacent to the pool locker rooms. Upcoming events for the week, stroke clinics, last minute changes, B Meet sign-ups and other important information will be emailed. Text messages will also be periodically sent to team

members as alerts especially if there is a pool closure or weather delay impacting an event. Sometimes flyers and other handouts may be passed out to the swimmers after practice. Please remember to ask your swimmers if they received any handouts.

## **APPAREL AND GEAR**

The Riptide, like every other swim team, has a team suit. The boys' suits come in both the long jammer and the short brief. Most of the boys have opted for the jammer style.

Swim team members are encouraged to wear the Riptide team suit and cap for all meets (A and B). A meet swimmers must wear the team cap at each dual meet. Remember that you cannot wear USA, high school, or any other team's swimwear at meets. You can wear those items at practice. Goggles are highly recommended and fins will be needed for practices.

Please clearly mark all clothes, goggles, caps, towels, etc. with the swimmers name. This will help us return lost equipment.

Other accessories you should consider are extra goggles, a sweatsuit (for cool days), a practice swim cap (especially for girls with long hair), a hat or other sun protection, and a bag to carry everything.

You should also have liquid refreshment (Gatorade, All Sport, or a water bottle) and a light snack for during the meet such as fruit, granola bars or other healthy foods. Save the sweets at the concession stand as a reward for swimming a great swim.

## **PRIVATE LESSONS**

Swimmers who wish to schedule private lessons should contact a Riptide coach directly. These are competitive swim lessons and may be helpful if a swimmer has trouble with a particular stroke, wants to improve starts, turns, finishes or just wants additional training. These lessons are strictly between the coach and family and are not an official part of the Riptide Swim Team program. The intent is to provide a service and there is a fee for this service. Contact the swim coach you wish to work with to arrange a time. Please be sure you understand the fees in advance. Coach names and contact information will be posted on the team bulletin board at the pool.

## **FUN**

We are a neighborhood organization and are aiming to provide an environment of achievement and enjoyment to all team members. The degree of intensity of individual swimmers varies greatly. Just as we have excellent coaches who will work hard and push swimmers to excel, we recognize there are many children who come out to enjoy the social aspects of the team. The team works hard to provide an environment where everybody is welcome and walks away at the end of the season happy they were a member.

## **SOCIAL EVENTS**

Even though all of our swimmers want to compete and do their best, we also want to have fun. Our parents and coaches try to come up with a variety of events each summer. Events are advertised to the team on the website, team bulletin board, team FaceBook page and email. Some of the things we do to have fun are:

### **PEP RALLIES**

A Pep Rally is held every Friday night before Saturday meets at the pool. The time, theme, and cost (if any) will be announced by the coaches and detailed on the website.

### **TEAM PICTURES**

We take a team picture every year and we'd like your swimmer to be in it. You are not obligated to purchase a picture, but it makes for a great memento of the summer season. The photographer also takes individual pictures. Watch the calendar on the website for the time and date. Typically, we need to have your children arrive early at 7:45 am. You do not want to miss this opportunity!

### **OTHER SOCIAL EVENTS**

The Virginia Run Riptide swim team is an organization with events for the whole family. All swim team members are encouraged to participate in all of their respective swim team activities. See the Events tab on the website or watch for announcements and sign-ups at the swim team bulletin board for all the fun activities this summer.

### **TEAM BANQUET**

We cap off the swim season with an awards banquet to honor our swimmers and their accomplishments. Recently these have been catered events held after the Divisional meet. In the past they have been held at banquet halls or country clubs. It is a nice way to wind down after the season, hand out some awards, and for the past several years, view the seasons team DVD. You will see special flyers and announcements giving more details of this great family event.

### **FUNDRAISING**

VR Riptide raises money in various ways, such as concessions, vending machines, clothing sales, etc. We also have a Lap-A-Thon with funds collected to benefit organizations in need. Plan to attend the Lap-a-thon at a time to be announced. A handout will be given to your swimmers during the season that will include more details. The team also fundraises annually to support the Senior Scholarship Fund (see the documents page of the website for more details, also included in the appendix of this handbook.)

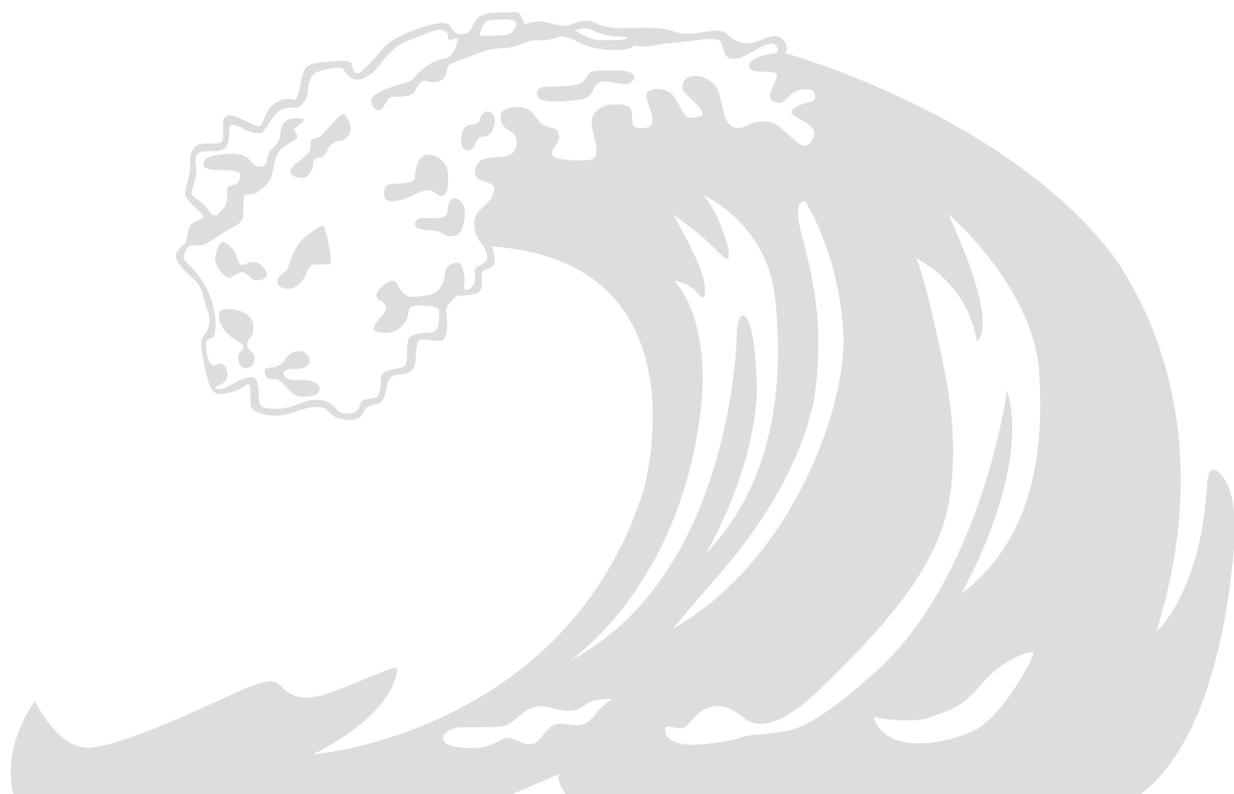
# VIRGINIA RUN RIPTIDE HANDBOOK

CODE OF CONDUCT

JR/SR COACHING

SWIM BUDDY PROGRAM

SENIOR SCHOLARSHIP FUND



## VIRGINIA RUN RIPTIDE CODE OF CONDUCT

As a member of the VA Run Riptide swim team, I am part of a swimming organization that believes respect, teamwork, integrity and sportsmanship are more important than winning. Further, by honoring these principles, I can contribute to my team's success. By signing this Code of Conduct, I agree to follow the rules for behavior and sportsmanship while I am a member of the VA Run Riptide.

1. I promise to show respect at all times to the coaches, team members, competitors, officials, parents and for all facilities and/or property used during practices, competitions, clinics and team activities. I will not engage in verbal or physical bullying and will refrain from use of foul language.
2. I promise to demonstrate sportsmanship during all practices, competitions, and team events.
3. I will be an ACTIVE participant in team practices, competitions, and team activities. This means giving my full attention to my coaches, demonstrating proper lane etiquette and working hard to improve my skills/times.
4. I will be prompt for competitions and practice. I will do my best to be 10 minutes early for competitions. If I am unable to fulfill my meet commitment, I will notify my coach AS SOON AS POSSIBLE. Failure to show up not only hurts my teams' competitiveness, but also denies the opportunity for a fellow team member to participate in the meet. Failure to show up and failure to notify the coach could result in suspension from the next competition.
5. I will refrain from behavior that could endanger myself and/or others in or near the pool. Rough horseplay, dunking, pushing, fighting or punching WILL NOT BE TOLERATED and could result in immediate dismissal from practice and/or the competition. This is a matter of safety.

## GENERAL CONDUCT

1. All swimmers are expected to follow the directions/instructions of the Riptide staff.
2. All swimmers are expected to attend all practice sessions, unless excused by the Riptide staff.
3. All swimmers are expected to approach practice and competitions with a strong work ethic and a spirit of fun.

## VIOLATION OF THE CODE

The coaches have the power and discretion of imposing penalties for violation of the VA Run Riptide Code of Conduct. The penalties include, but are not limited to the following:

1. The swimmer will be given a verbal warning.
2. The swimmers will be sent home with a written warning and the coach will contact the parent. The swimmer will need to be accompanied by a parent to practice for consecutive days.
3. If a problem persists, a swimmer will be suspended for one (1) week.
4. If the swimmer's disciplinary problem continues, the swimmer and parent will meet with the coach and board to discuss the problem further.

I agree that if I violate any of these rules, I will be subject to disciplinary action determined by the coaches, and the board, which may include expulsion from the team.

# VIRGINIA RUN



I have read and understand the Virginia Run Riptide Swim Team Code of Conduct and have reviewed it with my parent(s) or guardian before I signed this document.

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Swimmer's Signature

Date

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Parent(s) Signature

Date

\*This form is signed electronically by each family annually at registration

# VIRGINIA RUN RIPTIDE SWIM TEAM - JR/SR COACHES

VR Riptide is pleased to offer summer employment opportunities to our teenage swimmers on the team. Applications will be accepted in February of each year, dates and process is announced by email to the entire team. Applications are posted on the "Documents" tab of our Team Unify site ([www.variptide.com](http://www.variptide.com))

## INTERESTED JR/SR COACHING CANDIDATES ARE ASKED TO DO THE FOLLOWING:

1. Submit a completed application. Applications can be mailed, emailed or dropped off. Information on who to address applications to and where to send them will be communicated by email annually during the application window.
  - a. The "New Jr. Coach" application is for first time applicants completing their freshman or sophomore year of H.S.
  - b. The "Jr. Coach" applications are for those that have coached at least one season on our team.
  - c. The "Sr. Coach" applications are for individuals that have coached the two prior seasons, are in final year of HS or 2018 will be their last eligible season on Riptide.

All candidates should be available to coach the majority of the season from late May to late July. Please refer to the correct application for minimum requirements and job descriptions. Applicants are welcome to attach a cover letter to the application.

These Jr./Sr. coaching jobs are very popular. We want to provide our coaches with a valuable learning/employment experience. For our swimmers we want to make sure they are learning from the very best swim teachers and leaders on our team. Coaching positions will be limited.

## VIRGINIA RUN SWIM TEAM PARENT POLICY

As a popular first job, the VR Riptide is excited to employ our teenage swimmers. We will only speak to you, the applicant, regarding the hiring process, including interviews, application status, paperwork and the like.

We ask that applicants use their own email address so that we can be sure it is them, and not their parents, that we are communicating with.

If you are hired, this is YOUR job. Part of having a job is communicating with your employer. If you want to know the status of your application, schedule, etc., it is your responsibility to initiate such conversations.

One way we will demonstrate respect for our young employees is to speak with you directly. Make sure your parents know that we consider it inappropriate for them to contact us, and that by doing so; they could place your employment at risk. You are responsible for informing your parents about this policy, and for ensuring that they abide by it.

Parents sign this policy on the Jr/Sr Coach application as part of the application submission process.

## **VIRGINIA RUN RIPTIDE SWIM TEAM – SWIM BUDDY PROGRAM**

The Big Buddy/Little Buddy program is a fun Riptide tradition meant to build relationships and team spirit between the age groups. Being a good buddy is part of being a good teammate.

“Little Buddies” are normally 10 and under swimmers but could be an older swimmer that is brand new to the team and would like a mentor.

“Big Buddies” are 11 & Older swimmers that have been on the team at least 2 seasons and can commit to mentoring a “little buddy” or two and providing all the suggested recognition the program outlines below.

Swimmers are encouraged to get to know their buddies and cheer for each other at meets and other swim team events. Although many buddies enjoy receiving and giving candy and small gifts, friendship and encouragement is what is most important throughout the entire swim season!

Here are some tips throughout the swim season on how to be a good buddy!!! Big or small!!!

- **CREATE-** Write your Buddy a note, draw a picture, or make a friendship bracelet! Use your talents to inspire your Buddy to swim fast and psych them up for a great meet!
- **CHEER -** Watch your Buddy swim at meets! Be the loudest and most supportive teammate on the pool deck! Be the first one to give them a high five, smile or hug.
- **CONGRATULATE -** After your Buddy’s race, be there to tell them how great they swam! Know their goals and if they achieved one of them.

### **SIGN-UP FOR THE BUDDY PROGRAM**

During registration you will have a drop-down box to select if your swimmer wants to be a “big buddy”, “little buddy” or “no interest”. The biggest area for improvement in our program is the commitment and consistency of our “big buddies” to reach out to their “little buddies” as suggested. Parents, please be sure your swimmers understand the role of “big buddy” prior to signing them up.

Please sign-up at registration and no later than practices beginning in late May. We will never turn away a “buddy” wanting to join but for the volunteer parent running the program it is very helpful if we have all sign-ups by late May so the first list we publish includes everyone.

### **MEETING YOUR “BUDDY”**

In June, prior to Time Trials a list will be distributed and posted on our Riptide Bulletin Board at the pool announcing the buddy pairings. Coaches will have the buddy list and help swimmers connect with one another. Time Trials and the first Pep Rally are both team events where we encourage buddies to meet. The parent volunteer running the buddy program can also share emails so parents can connect to find a time for the buddies to meet at the pool.

## **VIRGINIA RUN RIPTIDE SWIM TEAM – SENIOR SCHOLARSHIP FUND**

The Wrinkle Family Scholarship Fund was established in 2004 by Mike Wrinkle when his daughter Shandra was the coach of our team. In 2010, the Virginia Run Swim Team took over the fundraising efforts for the scholarships. To be eligible for the \$500 scholarship, swimmers must meet the minimum eligibility requirements listed below.

Minimum eligibility requirements for a Riptide Senior Scholarship

- Swimmer must be on the team for 3 out of 4 years in high school
- Swimmer must swim on the team the summer of their senior year
- Swimmer must swim at least 3 meets each season during their high school years
- Swimmer must consistently act as a positive role model on the team. Demonstrating good sportsmanship, teamwork and citizenship skills.

## **FUNDRAISING FOR THE SENIOR SCHOLARSHIP FUND**

We raise funds in a variety of ways and it will vary by year. The Riptide Swim team donates \$5 of each registration fee toward the scholarship fund each year. We have also been able to fundraise at some Virginia Run Community events as approved by the HOA and proceeds after expenses from our Winter Developmental Swim Program has been a large source of income for the Scholarship Fund in recent years. We retain many of our swimmers from age 5 all the way to 18 so there are years where there are 10 or more eligible seniors. Our fundraising goal is around \$5,000 each year or \$500 per senior.

## **SCHOLARSHIP PRESENTATION & SENIOR CEREMONY**

The scholarship check is presented by the Riptide Scholarship Fund Board and Head Coach at the Senior Ceremony which is always the last home A meet of the season. Each senior is introduced and a brief summary of accomplishments (mainly focusing on swim team) is read by the announcer. Parent volunteers coordinating the ceremony also provide other small gifts to the graduating seniors. We recognize the seniors of the visiting team by name and college they are attending in the fall.

Parents will be asked to contribute information about their swimmer for the Senior Ceremony Chairperson to consider in creating the recognition announcement. Due to the large number of seniors each year we keep the summary of accomplishments focused, concise and equal in length.

Parents will also be asked to contribute a variety of pictures for the year-end video where each senior is highlighted during the banquet. The team videographer will email parents what photos are needed.





