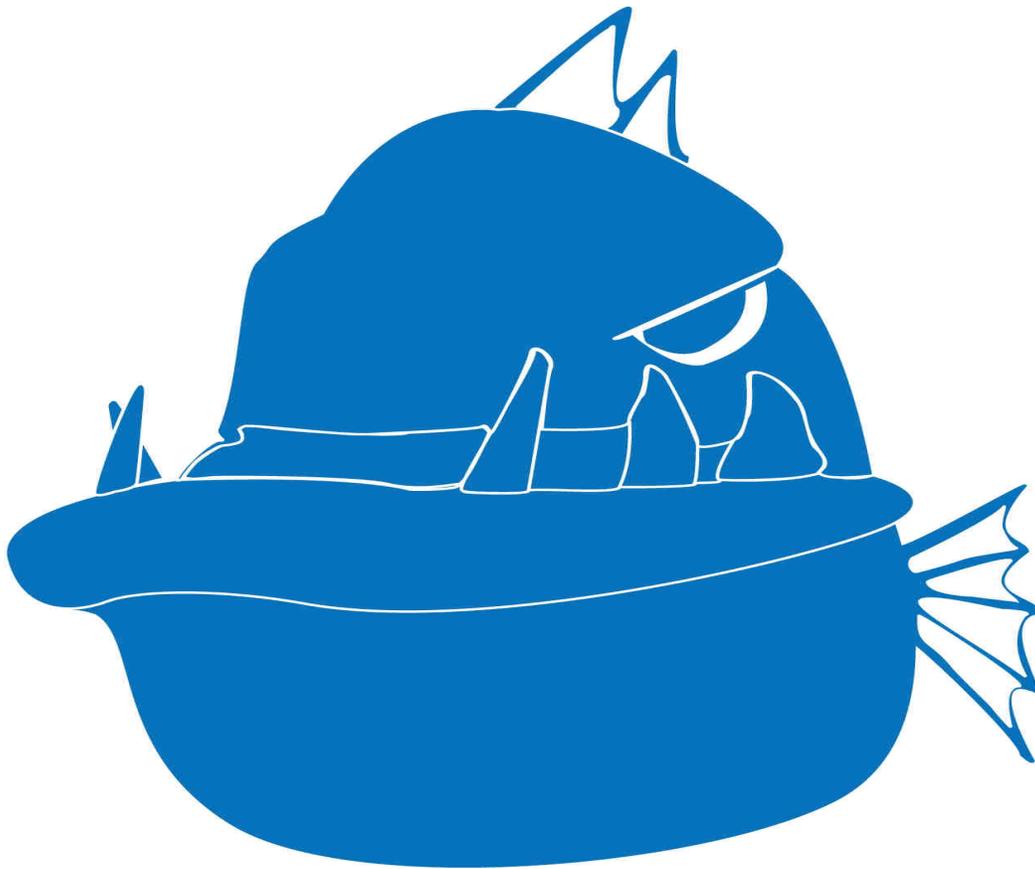


2017 - 2018 Piranha Swim Team Parent Handbook



Dear Parents,

We would like to welcome all the families to the Preble County Piranhas Winter Swim Team. We hope this will be an enjoyable and exciting season for you! We are going into our fifth year and we hope to continue the success we had the last several years. In years past we had 7 swimmers advance to AA, 5 swimmers make it to zones and two swimmers make it to YMCA short course nationals. We want to answer any questions you might have so do not hesitate to send us an email. Your questions are usually answered within 24 hours, if it a question that might take some research you will receive a response letting you know we are considering it.

Ongoing Communication...

Our system of communication will be mainly through e-mail, team unify and texts. We will have folders that will have handout and your swimmer's awards in them. We will be sending out e-mails regularly to keep parents informed of what is going on. If you have any questions do not hesitate to contact the Head Coach or the Aquatics Director. Please make sure you address any issues with a coach before or after practice. We cannot stress enough the importance of the coach and swimmer relationship. We strongly ask that you do not disrupt practice.

To provide the best experience for your child as possible, and keep your children's safety a priority in our facility, parents and guardians will no longer be permitted in the program area during instructional time as of September 1, 2017. We would like children to stay focused on the instructor as programming time is valuable and limited. We want all participants to receive the full benefit of any programs we offer at the Preble County YMCA and often we find having parents or guest in the area creates distraction and confusion for the children, as well as difficult sight lines for the lifeguard(s) on duty.

Policy does not require parents to remain in the building once a child is in the care of a program instructor. However, parents who wish to stay are welcome to wait in the lobby or in the teen center. Of course, if you are a YMCA member you are free to use all other areas of the facility while waiting. If you choose to leave the building please return at least five minutes prior to dismissal.

Please direct any questions regarding this policy to the director or coordinator of the program your child is attending. Thank you for your cooperation in helping your child fully succeed in our programs!

We hope that you have a great winter swim season at the Preble County Family YMCA.

Sincerely,
Coach Dave – Head Coach

Sudden Cardiac Arrest and Lindsey's Law

As of July 1st, 2017, all sports participants, parents of the participants must be educated about the possibility of sudden cardiac arrest during sporting events in young athletes. This law applies to all athletes, under the age of 19, and requires participants, parents and coaches to complete a yearly training video. Once the video training has been completed parents & participants must sign a form stating they understand the information that was presented to them.

SWIM TEAM FAMILY CONDUCT

It is unfortunately true that at many youth sport competitions, it is said that, “if the parents weren’t at the game, the kids would just be fine.” Swimming is no exception and some would argue that overbearing swimming parents who lose sight of the real purpose of the youth swimming programs are a prime example of overemphasis on winning.

The Preble County Piranhas (PCP) swimming program is designed to accommodate wide ranges of physical talent, as well as the peaks and valleys of athletic motivation. The program seeks a balance between competition, participation, academics, family values, and good old fashioned “fun.”

Much of the primary motivation for children is the praise of their parents. The manner of administering this praise is important. Praise should not be in the form of bribes or extra rewards that are based on extra requirements of the swimmer. One of the goals of our program is to teach rewards of hard work and realizing success from that hard work. Often, feelings of success that a child could have are tarnished or destroyed by the failure to meet an outside requirement placed on the performance by well-meaning parents. If you choose to reward performances materially, do so not based on a task that you believe the swimmer should be able to do, but rather as the result of solid effort. If rewards are given, keep the idea of the reward a secret until after the performance. There is plenty of pressure to do well without adding to it with a “if you do this, then you will get this” type of statement.

“Overzealous and/or fanatic swimming parents” should be forewarned that conduct detrimental or embarrassing to the swim program will not be tolerated. The conduct of the parents, just as the swimmers themselves, at practice and at meets, is expected to be at the highest level.

GOVERNING RULES & REGULATIONS

Preble County YMCA Piranhas Philosophy

The mission of The **Preble County YMCA Piranhas** is to provide a swim program and an environment that will help kids to grow physically, intellectually, and morally. We are an association of people united by the commitment to the values of our Judeo-Christian traditions. Our programs are designed to strengthen our community through:

- Promoting Youth Development
- Promoting Healthy Living
- Promoting Social Responsibility

Preble County YMCA Piranhas Mission Statement

To have a well-organized team that teaches all levels of swimmers to learn, to train and compete at their highest individual level of achievement, while emphasizing individual progress, family participation, Christian principles, individual integrity and team play. There is always a positive environment on and away from the pool deck. To always show the upmost respect to your parents, official, coaches and everyone that you interact with.

Eligibility

This program is open to all Preble County YMCA members who maintain a membership and who, upon evaluation, meet the criteria to be a member of the team. The coaching staff will refer swimmers to the YMCA swim lesson program as appropriate.

Note: a single membership (youth) for the swimmer is sufficient.

Team suits

Swimville will be our provider of team suits and other swim items.

TEN COMMANDMENTS FOR PARENTS OF ATHLETIC CHILDREN

Reprinted from the *Young Athlete* by Bill Burgess

1. Make sure your child knows that win or lose, scared or heroic, you love him/her appreciate his/her efforts, and are not disappointed in him/her. This will allow him/her to do his/her best without fear of failure. Be the person in his/her life he can look to for constant positive reinforcement.
2. Try your best to be completely honest about your child's athletic ability, his/her competitive attitude, his/her sportsmanship, and his/her actual skill level.
3. Be helpful, but don't coach him on the way to the pool or on the way back or at breakfast, and so on. It's tough not to, but it's a lot tougher for the child to be inundated with advice, pep talks and often critical instruction.
4. Teach him/her to enjoy the thrill of competition, to be "out there trying," to be working to improve his/her swimming skills and attitudes. Help him/her to develop the feel for competing, for trying hard, for having fun.
5. Try not to re-live your athletic life through your child in a way that creates pressure. As a child, you lost as well as won. You were frightened, you backed off at times, and you were not always heroic. Don't pressure your child because of pride. Athletic children need their parents so you must not withdraw. Just remember there is a thinking, feeling, sensitive free spirit out there in that uniform who needs a lot of understanding, especially when his/her world turns black. If he/she is comfortable with you, win or lose, he/she's on his/her way to maximum achievement and enjoyment.
6. Don't compete with the coach. If the coach becomes an authority figure, it will run from enchantment to disenchantment, etc. with your athlete if you interfere with or berate the coach's plan or ability. Be supportive.
7. Don't compare the skill, courage, or attitudes of your child with other members of the team, at least within his/her hearing.
8. Get to know the coach so that you can be assured that his philosophy; attitudes, ethics, and knowledge are such that you are happy to have your child under his/her leadership.
9. Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before over-reacting.
10. Make a point of understanding courage, and the fact that it is relative. Some of us can climb mountains and are afraid to fight. Some of us will fight, but turn to jelly if a bee approaches. Everyone is frightened in certain areas. Explain that courage is not the absence of fear, but means doing something in spite of fear or discomfort.

The job of the parent of an athletic child is a tough one, and it takes a lot of effort to do it well. It is worth all the effort when you hear your child say, "My parents really helped me and I was lucky in that respect."

2017 - 2018 Winter Coaching Staff

Head Coach: David Montgomery - Coachdaveswimcoach@yahoo.com

Cell Number – 937-533-3893 best time to call is 7 am till 8:45 am and 9 pm till 10:45 pm 7 days a week

Assistant Coach: Dean Brown, his second year being an assistant on the Piranhas

Assistant Coach: Henry Houle been an assistant coach for the PC stingrays for the past 2 years and swam several years on the PC Stingrays and Eaton High School team.

Aquatics Director/Swim Team Administrator: Ashleigh Buffenbarger 937-472-2010

The Piranhas winter swim team is a member of the **Southwest Cluster YMCA Swim League and a member of USA swimming**. League documents, information about member teams, details about Championships, and other information can be found on the league website at www.swyswim.org.

Registration

We will continue to allow you to sign up for 2 to 5 days a week this year and to come any day of the week to get your swim time in. There will be several ways that you can join the Piranhas please refer to the different groups.

Swimmers age 5 years to 18 years of age are eligible to be on the team. Your swimming must be able to complete several laps of swimming on their own.

At the registration, you will need to pay swim team fees, complete registration, medical forms, and code of conduct. No swimmer will be allowed in the water till the medical forms are filled out and turned in.

Registration fees include a Piranhas Swim Team Cap for each swimmer. Swim caps will be given out as soon as they are received. See the Registration packet for all the forms needed to complete your registration and the complete list of team fees.

Group Descriptions, Requirements and Suggestions:

USA swimming

USA swimming membership is not a requirement to be a part of the Piranhas swim team, but is highly encouraged because of the higher level of competition associated with these meets. The amount of swim information that can be gained from the website. Registration is corresponding fee per swimmer and is due by the end of November.

Benefits of Joining

USA Swimming Members enjoy a multitude of benefits. From our extensive Times database, to top tips and training advice, to the opportunity to enter the nation's most prestigious events, USA Swimming membership is a must for any competitive swimmer or coach.

Along with all the above, members receive:

- Six issues of USA Swimming's award-winning Splash Magazine
- Opportunity to qualify for and compete in USA Swimming sanctioned meets- Zones to Olympic Trials!
- New member welcome kit
- Eligibility to participate in local and national swimming camps.
- Ability to track your times and improvement through our extensive times database
- Excess accident and liability insurance
- Motivational programs such as Age Group Top 10, Scholastic All-America and more

National Group plus 3, 4, 5 - High school (You must swim for a high school swim team)

This program is for those swimmers whom are on a high school team and want to compete with their respective high school during the High School season. Pricing for this group will reflect the time that you are not with the Piranhas'. The emphasis of the training in this group is to promote high levels of endurance and strength. You will be in the water for two hours a night so please report 15 minutes early to stretch and be ready to hit the water at 4:00PM. **REMEMBER THE WATER BOTTLE.** The numbers indicate the number of days you may sign up for, so you are able to join 3, 4, or 5 days a week. Once your high school season starts you will no longer practice with the Piranhas. You can still do meets up to about January 7th and at that time you cannot attend meets with the Piranhas. There will be weights after swim and the head coach will walk you thru your weight program designed for swimmers age 12 or older. Please talk to your head coach if you are interested in doing this.

1. Practice Requirements:

- a. Dedication and Commitment
- b. Quality work habits
- c. Ability to handle and train at a high level of endurance and Ability to manage and train with a group and on your own alongside other personal responsibilities

National Group 3, 4, 5 (12-18-Year-Old)

This program is for those swimmers whom are high school age and do not have a high school swim team to swim for and middle school aged who wants to train and compete at the upper level of swimming. The emphasis of the training in this group is to work on finer points of the strokes and to learn to swim at high levels of endurance. You will be in the water for two hours a night, please report 15 minutes early to stretch and be ready to hit the water at 3:45. The numbers indicate the number of days you may sign up for, so you are able to join 3, 4, 5 days a week. **REMEMBER THE WATER BOTTLE.** There will be weights after swim and the head coach will walk you thru your weight program designed for swimmers age 12 or older. Please talk to your head coach if you are interested in doing this.

1. Practice Requirements:

- a. Commitment
- b. Quality work habits and paying attention to detail
- c. Ability to handle and train at a high level of endurance and Ability to manage and train with a group and on your own alongside other personal responsibilities

Gold Group plus 2, 3, 4, 5 - High school (You must swim for a high school swim team)

This program is for those swimmers whom are on a high school team and want to compete with their respective high school during the High School season. Pricing for this group will reflect the time that you are not with the Piranhas'. The emphasis of the training in this group is to promote high levels of endurance and strength. You will be in the water for one and half hours a night so please report 15 minutes early to stretch and be ready to hit the water at 4:15. **REMEMBER THE WATER BOTTLE.** The numbers indicate the number of days you may sign up for, so you are able to join 2, 3, 4 or 5 days a week. Once your high school season starts you will no longer practice with the Piranhas. You can still do meets up to about January 7th and at that time you cannot attend meets with the Piranhas. You will have the option of practicing 1 extra hour on the number of days that you sign up for up till 2 weeks out of your high school conference championships. There will be weights after swim and the head coach will walk you thru your weight program designed for swimmers age 12 or older. Please talk to your head coach if you are interested in doing this.

Practice Requirements:

- a. Dedication
- b. Quality work habits and paying attention to detail
- c. Ability to handle and train at a high level of endurance and Ability to manage and train with a group and on your own alongside other personal responsibilities

Gold Group 2, 3, 4, 5 – (age 8 to 18 as recommended by the head coach)

This program is for those swimmers that are wanting to be at the JO and zone level of swimming. The emphasis of the training in this group is to promote high levels of endurance and strength. You will be in the water for one and half hours a night so please report 15 minutes early to stretch and be ready to hit the water at 4:15.

REMEMBER THE WATER BOTTLE. The numbers indicate the number of days you may sign up for, so you are able to join 2, 3, 4 or 5 days a week. There will be weights after swim and the head coach will walk you thru your weight program designed for swimmers age 12 or older. Please talk to your head coach if you are interested in doing this.

1. Practice Requirements:

- a. Dedication
- b. Quality work habits and paying attention to detail
- c. Ability to handle and train at a high level of endurance and Ability to manage and train with a group and on your own alongside other personal responsibilities

Silver Group 2, 3, 4, 5 (age 6-12-Year-Old)

This is meant for swimmers still learning some of their strokes and turns and wanting to build endurance. There will be a combination of skills in this group. You will be split up in lanes with swimmers with the same ability as you. You will need to report to practice 10 minutes before to stretch and be ready to hit the water at 4:15. The numbers indicate the number of days you may sign up for, so you are able to join 1, 2, 3 and 4 days a week. Equipment requirements are Paddles, Fins, Kick Board, and snorkel if you do not have these items the piranhas will have the equipment for you to use.

1. Practice Requirements:

- a. Dedication
- b. Willing to listen and do what the coaches ask of you
- c. Willing to ask question to understand the drills and the strokes you are learning that day

Bronze group – Tuesday and Thursday - beginner swimmer not afraid of the water

This is meant for the swimmer that can swim laps but may just be starting their swim team career. We work to get them used to freestyle, backstroke in a swim team environment and introducing into diving off the blocks. They will also work to perfect rotary breathing as they swim freestyle. Your start time will be 5:00 pm.

COST

NEW THIS YEAR - Administrative fees

This fee is set to help cover items like participation ribbons, the team's USA swimming fee and the team's team unify fee that

1. Once you sign up for the Piranhas you are required to finish the entire season of payments.
2. Multi swimmer discount – swimmers 2 and 3 there will be a 25% discount and swimmers 4 and up there will be a 50% discount of the team fees.
3. Each USA swimming membership is for an individual swimmer and the cost this year is 74.00.

GOALS

Coaches find setting of goals a very important part of deciding where a swimmer wants to go in their swimming career. As a coach, it allows us to know where you want to go and what you are willing to do to make it to that point. At the end of this package is a goal sheet that every swimmer needs to fill out. The coach will go over this sheet with each swimmer so they know and the swimmer understands what is expected to make the goals the swimmer has laid out. If you need help with setting goals talk to mom and dad or talk to your coach to help you in this process.

I will be placing individual swimmer's goals sheet on the board each week. I believe in letting the team know your goals so they can help you achieve them.

PRACTICE PERFORMANCE DICTATES MEET PERFORMANCE!

USE OF FACILITY

1. The YMCA property is completely SMOKE & ALCOHOL FREE!
2. Spectators, during practices, are welcome to sit inside the pool area but no interaction with your swimmers is allowed or you may sit in the lobby area. You will be asked to leave if the interaction between you and swimmer becomes an issue. DO NOT talk to the coaches or swimmers during practice times. All non-swimming children MUST be chaperoned always.
3. All swimmers and families must check in at the front desk upon arrival. (All children under 9 must be accompanied by someone over the age of 14. All children over the age of 9 must present their Member ID card.)
4. Swimmers are to use the appropriate locker rooms and either put their bags in a locker and lock it or take to the bleachers on the pool deck. Preble County Family YMCA is not responsible for lost or stolen items.
5. **THERE IS A NO TOLERANCE POLICY ON CELL PHONE USE IN THE LOCKER ROOM, IF A PHONE CALL IS TO BE MADE THEN DO IT OUTSIDE THE LOCKER ROOM AFTER CHANGING OR ON THE POOL DECK BEFORE GOING INTO THE LOCKER ROOM. IF THIS POLICY IS VIOLATED YOU MAY BE ASK TO LEAVE THE TEAM.**

ATTENDANCE

It should be recognized that those who progress the most throughout the season are the ones that have practiced the most. If your child cannot make it to practice we ask that you e-mail or text the coach to let them know. Also, if your child must leave early please make sure you send a note with them or e-mail the coach prior to practice.

Due to safety reasons, if a note, text or e-mail is not provided the coaches will not let them out of the water.

Regular practice is the basic building block for optimal systematic development in a condition sport. Our practices are planned in a sequence whereby we build on the previous practices instruction and work. The practices are sequenced into the training rhythm in which continual advanced adaptations are made by the swimmers cardiovascular, respiratory, and neuromuscular systems to increase training stress. To miss practice is failing to build the strength and endurance needed to perform well in swimming.

PROMPTNESS

All swimmers are expected to arrive at the pool 15 minutes before his/her practice. Be on the deck suited and ready to go. If your child needs to leave practice, again, please let the coaches know ahead of time. Your child should be ready for practice with suit and goggles that work. Pool time is at a premium and we expect all swimmers to be on time to maximize the time allotted for each group.

DURING PRACTICE

Swimmers are expected to give complete attention to their coaches at all times. They should refrain from excessive talking so their teammates are able to hear the coaches. As in school, proper behavior is expected. Unruly conduct will not be tolerated. Parents should keep in mind that that practice is for the swimmers and is not a time for parents to resolve issues with the coaches.

Parents, we also ask that you refrain from trying to get your child's attention during practice, as this is disruptive to both the coaches and other swimmers.

SNOW DAYS

By 3:00pm a decision will be made and posted on the Piranhas and Preble County YMCA Websites and facebook page. If time allows we will also send out an email and text message.

SWIM MEET INFORMATION

During the winter season, all our swim meets are away. Most of the meets that we participate in are invitational meets. Invitational Meets are a combination of numerous teams at one event. This can make it confusing for parents that have never been a part of a swim team. Usually there is clerk of course for 8 and under but everyone else is expected to report to the starting blocks in enough time to be ready for their heat. At the meets parents and swimmers have a communal area to sit at as a team. It makes it much easier to find a swimmer that way.

BEFORE THE MEET PROCEDURE

2-3 Weeks before a meet the coaches will send out an email reminding you to sign-up for the meets on our Preble County Piranhas website. Many of our meets run two days, you will be asked to respond for both days. You are not required to go to both days, though if possible it would be nice. There will be a deadline date for all meet sign ups; please pay careful attention to this date! After the entries are sent in you can no longer scratch from the meet without being charged a fee. The swimmer will decide what to swim but the coach does have the right to change and add or subtract from the events that a swimmer is sign up for.

MEET FEES, RELAYS AND EVENTS

1. Meet Fees can be up to \$10 for an individual event. However, for most invitational's, the range is from \$3.50 to \$5.00. Additional individual fees are charged to the account when required for participation in certain meets.
2. All meets will be paid through Team Unify, you must pay team unify first before you can attend a meet.
3. All swimmers must enter meets with the team. If you must enter at a later date, you must have the coach enter you. Please *do not call the team hosting the meet to enter your swimmer.*
4. There will be a minimum charge of \$25.00 on all returned checks plus any bank charges which may occur.
5. Unless you tell me different I may put your swimmer into an event because I feel they are able to do the event. They may say they cannot do the event but as a coach I will not put them into an event I feel they cannot do. I will also, if I have the kids will do relays unless you tell me you do not want to do them.

VOLUNTEER RESPONSIBILITIES

We may need parents to volunteer to be timers or anything else that may be required at the meets we attend, so please be ready if the coach needs a volunteer to step in and do this.

2017-2018 Winter Meet Schedule

Please refer to the list below of the meets we will be attending. More information can be found at the South West YMCA swim league website: <http://www.swyswim.org/EventShow.jsp?id=254630&team=ymcaswosl>

We will average 10 to 14 meets in a season. You are required to attend 3 meets during the season to participate in Championships at the end of the season. If you do not want to go to championships I would ask that your swimmer pick 2 or 3 events to sign up for and do a meet in the beginning of the season and do the same events at the end of the season. This allows the swimmers to see what all their hard work has done and how much they have improved over the season. Below is a list of meets for the 2017/2018 swim season, as more meets are added you will receive updates from team unify.

MEET DATES	WHERE	MEET
10/20-10/22	KEY Fall Invitational	West Carrollton YMCA
10/27-10/29	CFY Halloween Invitational	Springboro YMCA
11/3 – 11/5	KCST John Lunsford Memorial Classic	Kettering City Rec. Center
11/12	Sidney – Sidney YMCA	Sidney Pentathlon
11/20 – 11/22	KCST Toni & Bruce Bischoff Medals Trial	Kettering City Rec. Center
12/2-12/4	34 th Annual SPY Invitational	Springfield YMCA
1/6/17-1/8/17	PCY Winter Invitational	Miami University Nat.
1/20/17-1/24/17	Lisa French Memorial Invitational	Middletown YMCA
2/12/2017	KEY Valentine Invitational	West Carrollton YMCA
2/19/2017	CFY Artic Blast	Springboro YMCA
3/2/2017-3/4/2017	SWOYSL 'A' Championship	Trotwood High School
3/9/2017-3/11/2017	"AA" Championships*must qualify*	Miami, Oxford
3/16/2017-3/18/2017	Great Lake Zones*must qualify*	Canton, Ohio
4/3/2017-4/7/2017	YMCA Nationals*must qualify*	Greensboro, NC

*Please refer to the time standards that will be attached to the back of this document

Exact details about these meets will be provided later. Please refer to the league website for the qualifying times for each age group and event there is also a sheet attached having the time requirements.

Requirements to Participate in Championship Meets

- Southwest Cluster "A" Championships
 - Swim in at least 3 YMCA meets (dual and/or YMCA Invitational)
 - Not have more than three "AA" cutoff times
 - Meet the practice requirements (if any) for your group
- Southwest Cluster "AA" Championships
 - Swim in at least three (3) YMCA meets (dual and/or YMCA Invitational)
 - Attain the cutoff times
 - Meet the practice requirements (if any) for your group
- Great Lakes YMCA Zone Championships will be in
 - Swim in at least three (3) YMCA meets (dual and/or YMCA Invitational)
 - Attain the cutoff times
 - Meet the practice requirements (if any) for your group
 - Participate in all possible events at SW Cluster YMCA "AA" Championships
- YMCA National Championships
 - Swim in at least three (3) YMCA meets (dual and/or YMCA Invitational)
 - Attain the cutoff times
 - Meet the practice requirements (if any) for your group
 - Participate in all possible events at SW Cluster YMCA "AA" Championships
 - Participate in Great Lake Zone Championships if required by coaching staff

Team Unify FAQs for you to know about ACH and credit cards.

How secure are credit card and ACH transactions and account info?

All your families will input their bank account or credit card information privately into their own accounts. When inputting this information it is done under a HTTPS secured connection and the data is 128-bit encrypted. Not even the family can log back in and see their own information.

How can we tell who has auto pay set up?

Within Team Admin > Account/Member Admin section you will see a "Pay by" filter where you can select "Credit Card" or "ACH" and click **Search** to see how many families have set up auto pay. You can also select "Check" to see who hasn't set up auto pay. You can also do this same search in the Billing Admin > Invoices & Payments section.

When and how much does auto pay debit accounts?

For every family that is paying you electronically their total outstanding balance on the first of every month* will either be charged to their credit card or the processes to be withdrawn from their bank account will begin with the total outstanding balance.

When will our team receive the money from auto pay in our account?

Within 24 to 48 business hours every family that is paying you via credit card that money will be in your swim team's bank account. Also on the first of every month* under the Billing Admin > Reports tab on the left hand side you will be able to see a breakdown of these transactions and if they were approved or denied. These transactions will be reflected in the TU system on the 1st of the month* within each families accounts.

Every family that is paying you via ACH the process will be initiated on the 1st of every month*; this transaction can take up to 7-10 business days starting on the first business day after the 1st of the month (**PLEASE NOTE – first business day. If the first falls on a weekend the processing begins on Monday or if the first falls on a holiday the same scenario relates**). You will see another column in the Billing Admin > Invoices & Payments section labeled "CC/ACH Status." Here you can monitor the status of these transactions. Once they have been successfully transmitted to the families' bank accounts and withdrawn from their accounts and transmitted back into your swim team's bank account it will be fully reflected in the TU system based on the status of the transaction and the families' accounts.

How do I know which credit cards are about to expire and have expired?

There is an **Expiring Credit Cards** button in Billing Admin > Invoices & Payments. Click it to run a report at any time to see if cards have expired in the system. An email will also be sent on the 15th of every month stating whose cards have expired (sent to the address defined in Billing Admin > Billing Setup > "Billing Admin E-Mail Address" field) and the family will also get an email asking them to update the information in the system.

When I refund a credit card, how long does it take for the account holder to receive the money?

Account holders will typically receive the refund in 2-3 business days. The processing fee is \$0.30 per transaction.

*The exception to auto pay running on the 1st is if the 1st falls on a Sunday. When that is the case, auto pay will be initiated on the 2nd of the month. Invoices will always be generated on the 1st.

HOTEL ARRANGEMENTS

It is each family's responsibility to reserve a room at the teams designated hotel. Hotel rooms are blocked for the team, but each family is responsible for reserving their own room. All information will be posted on the website. **Coaches cannot chaperone swimmers.** Additional expenses are the responsibility of the families of swimmers attending nationals.

REPORTING TO COACHES

All swimmers are to report to their practice coach immediately before and after each race.

PREPARATION

1. Swimmers should prepare best for meet performance by:
 - a. Getting a full 8-9 hours of sleep
 - b. Eating a nutritious breakfast an hour or so before warm ups and bringing healthy snacks to keep energy levels up
 - c. Reporting ON TIME for warm ups
 - d. Not eating junk food or carbonated drinks before competition
 - e. Resting between races

SWIM TEAM POLICIES AND MEET INFORMATION

1. Signing up for a swim meet-Swimmers must be signed up for each meet by the deadline. Your child is thought to **not** be swimming in a meet unless they are signed up. Sign up can be done easily on the team website. Please do not bring your child to a meet expecting them to swim if you did not sign up for it...your swimmer will **pay a separate "DECK ENTRY" fee if they sign up day of and only if there is space available for at the meet. REMEMBER AFTER THE DEADLINE IS PASSED YOU CANNOT REMOVE YOUR SWIMMER FROM THE MEET AND ARE STILL RESPONSIBLE FOR THE MEETS FEES.** Much time is spent by the coaching staff writing line-ups. You will receive email reminders on approaching deadlines. **If you register (or accidentally register) for a meet and forget to remove your swimmer prior to entries being turned in you will be assessed the fees for that meet. Once entries are turned into the host team we have to options to remove or change the meet.**

2. Have Children Attend Practices Regularly and On Time. The more practices attended, the more progress your child will make. Please have your child to the pool 15 minutes prior to practice time so they can be on the deck 10 minutes early for stretching.

3. Arrive on time for the meet. We will give you the itinerary for each specific meet as it becomes available. Each meet will have specific times for Warm-ups. Once we know what time they want the Piranhas in the water, we will let you know. (This means **COME EARLY!** All swimmers should be ready to get in the water at the time warm ups are scheduled!) A piece of advice, if they give out the time line and your swimmers first event is an hour into the meet I would not come to warm ups. Any warm ups that your swimmer would do that far out will not do the swimmer any good for their events. Please show up a half hour before the event so the swimmer is ready and the coaches know they are there to swim.

4. At each meet we will have a designated team area for the team to sit, but this space is small and limited most times.

5. Late Arrivals and No-Shows. If you are going to be late or absent from a meet, contact a coach as soon as possible. Swimmers who do not check in within ½ hour of the start of the meet may be dropped from the first set of relay events. Coaches need time to reconfigure relay teams and make the necessary changes in the computer and on the time sheets. If you sign up for a meet, don't show up, you will still be financially obligated to your entries. **IF ANY RELAYS ARE SCRATCHED BECAUSE YOUR SWIMMER MISSED THE MEET YOU WILL BE RESPONSIBLE FOR THE ENTIRE RELAY COST.**

6. Check-in at the meet. Find a coach to let them know you are there, and pick up any information they are handing out.

7. Lining up for an event. Parents will need to purchase a heat sheet so they know what their child is swimming. It is your responsibility to get all the information for each event your swimmer is swimming. For swimmers that are 10 & under there is usually a Clerk of Course (they will line up before they go out to the pool deck) the older swimmers are responsible for getting themselves to the block. These meets move fast so if they don't get there on time they will miss their event and possibly be scratched from the rest of the meet.

8. Relays. For 8 & under swimmers in relays, please go to the bull pen early and find your relay team and coach for your swimmer's event. Do not wait until the last minute to show up for a relay. It's inconsiderate to the other team members and may result in your child being replaced. If a swimmer is scheduled to be in a freestyle relay, they must stay the entire meet. If a swimmer leaves, the entire relay team may have to be scratched, and the 3 other swimmers will miss an opportunity to swim. **IF THIS HAPPENS, THE MISSING SWIMMER WILL NOT BE PUT IN ANY RELAYS AT THE NEXT MEET AND BE RESPONSIBLE TO COVER THE COST OF THE RELAY EVENTS INCURRED BY THE OTHER SWIMMERS.**

9. During the meet. Team members are asked to stay in the team area during the meet. Between races, swimmers should rest and remain in the team area.

10. What to pack for a meet. You will need the following items for swim meets:

- a.** Team swim suit
- b.** Swim cap(s) at least 2 they do break
- c.** Goggles at least 2 they do break
- d.** Towels
- e.** Nutritious snacks
- f.** Spending money for concession stand
- g.** Books, games, or toys to keep busy between events
- h.** It is a long day; make sure you bring things to keep everyone occupied (ex. Games, books, pillows, blankets)

We know it can be over whelming at your first swim meet, so please ask any questions BEFORE the meet.

Why are parents important to the swim team?

Parents play essential roles in the organization and support of the swim team family. The positive, committed attitude of parents is crucial in determining the quality of the team. It is important for our swimmers to know that their parents are in the crowd and cheering them on. It is equally important for parents to help instill a sense of purpose, respect, discipline, and teamwork in their children.

Getting swimmers to practice and meets on time is only part of the job of parents. Swim meet operations are 100% dependent on family support. Without parents and family members filling positions at every swim meet, it would be impossible to run any meets. To ensure positions are filled, Piranhas' parents are requested to work at the meets when needed. Championships may have additional needs, which will be discussed later in the season.

Besides teaching your child the importance of commitment, in doing your fair share, you'll have fun, meet other parents, and help your team immeasurably.

Just for Parents...

1. Do volunteer work for our organization. You will learn more about the sport, you will network and you build the team within the swimming community.
2. Leave the coaching up to the coaches! Do not pressure or volunteer swimming advice to your swimmers. Parental coaching can cause much confusion and harm to the swimmer. He/She only needs one source of coaching input.
3. Be a supporter and stabilizer through the ups and downs of his/her victories and losses. Encourage disgruntled swimmers to take their swimming related problems to the coach. If he/she can't find a good solution, then all three parties should meet.
4. If you have any coaching concerns don't let them grow out of control. Arrange a meeting or phone discussion and work the problem out. Do not discuss any issues with the coaching staff during practice.
5. Help your swimmer develop and maintain healthy lifestyles and habits. This can include food, sleep and even attitude.
6. Be patient for swimmer's progress. He/She could plateau in time progressions during the season –especially when he/she works hard! Remember, the program goal is for races to come together at Championships and beyond!
7. Keep yourself informed! Check the website and bulletin board located down the main hallway inside the YMCA. Swimmers mailboxes can be found on the pool deck before and after practices.

Below is a letter about playing favorites, we hear about it all the time and would like to address favorites on the Piranhas' swim team. As a coach my favorite swimmers are the ones that work the hardest and listen to the coaches. My favorites are not the fastest swimmers in the water but the swimmers who work hard every practice and try every drill that is presented to them in a practice. They are there every day ready to learn and work hard. If I see a swimmer who is struggling and they have work hard to try and get the drill I will pull them out of the water and work with them till they get it. This may take a few minutes or may take a year before they get it but I will work with them till they get it.

News For **SWIM PARENTS**

Published by The American Swimming Coaches Association
5101 NW 21 Ave., Suite 200
Fort Lauderdale FL 33309

Playing Favorites

By John Leonard

One day a few years ago, a club board member accused me of "having favorites" on our club team. Several other parent board members nodded their heads in agreement. The implication was that this was a terrible sin. When I was a younger coach, I thought it was terrible also. And he was right. I did have favorites. My favorites were those athletes who most fervently did what I asked of them. Those that did, I gave more attention to. I talked to them more. I spent more time teaching them. I also expected more of them.

The implication that he was making was that my favorites got better than the others because they were my favorites, and that was somehow unfair. He mistook cause for effect.

The fact is, that the athletes who came to me ready to learn, ready to listen, ready to act on what they learned and try it my way -- even if it was more challenging and more difficult than they imagined -- were ready to get more out of our program. And they were my favorites.

As a coach, I have only one thing to offer to an athlete. That is, my attention. Which means that I attend to their needs. The reward for good behavior should be attention . . . attending to their needs. The consequence of inattention, lack of effort, unwillingness or unreadiness to learn or just plain offensive or disruptive behavior is my inattention to that athlete.

How could it be other than this? If you have three children, and you spend all of your time and energy working with the one that is badly behaved, what does that tell your other two children? It tells them that to capture your attention, they should behave badly. What we reward, is what we get.

As a coach, I want athletes who are eager to learn, eager to experiment to improve, and eager to work hard. I want athletes who come to me to help develop their skills both mental and physical, and are willing to accept what I have to offer. Otherwise, why have they come to me? And I am going to reward that athlete with my attention. In so doing, I encourage others to become like the athlete above. If I spent my time with the unwilling, the slothful, the disruptive, I would only be encouraging that behavior.

The link I want to forge is between attention and excellence. Excellence in the sense of achieving all that is possible, and desired. My way of forging that, is to provide my attention to those who "attend" to me. This does, of course, result in increased performance for those that do so. I am a professional coach, and when I pay attention to a person, that person is going to improve. Over time, this makes it appear that my "favorites" are the better swimmers. Not so at all. The better swimmers are those that pay attention, and thus become my favorites.

What the above mentioned board member didn't realize is that you must have favorites if anyone is to develop in a positive fashion. The coach's job is to reward those who exhibit positive developmental behaviors. Those are my "favorites," and they should be.

GLOSSARY OF TERMS

Clerk of Course: The station or area where swimmers are lined up for their swim event mostly for age group 10 and under please read your meet program to see if the meet has a clerk of course or ask a coach.

Disqualification (DQ): When an official determines that a swimmer has violated YMCA rules, he may disqualify the swimmer. Typically, swimmers are disqualified for an illegal stroke, turn or finish.

Final: A single race in which the fastest preliminary swimmers compare to determine final places and times in an event.

Heat Sheet: A schedule of events sold at each individual or championship meet that lists all swimmers that have been entered in those events.

Individual Medley: A swimming event of four strokes that are swum in a specified order - fly, back, breast, and free.

Long Course: Refers to competitions conducted in a 50-meter pool. The YMCA Long Course season usually runs from June to August.

Medley Relay: A relay of four swimmers each swimming a different stroke in a specified order - back, breast, fly, and free.

Meet: The period when swimming competition teams are held. Dual meets are two teams competing usually on a Saturday afternoon lasting about 4 hours. Invitational's and Championship meets last 2 or 3 days and are divided into morning and afternoon sessions. Each session normally lasts 4 hours and is preceded by a warm-up period. Invitational meets have a timed finals format. Championship meets usually have preliminaries and finals.

Preliminary: A session of a meet in which the heats are held to determine the fastest times to swim later in finals.

Scratch: Withdraw an entry from competition. The coach should always be consulted before scratching. Failure to scratch properly can cause disqualification of a swimmer from not only an event but also the entire meet. In Invitational's a swimmer is not penalized for not reporting or not swimming. In a Championship meet, a swimmer who does not scratch properly can be disqualified.

Short Course: Refers to competition conducted in a 25-yard pool. YMCA Short Course season runs from October through April.

Stroke: The style of swimming: free, back, butterfly, and breaststroke.

Taper: A change in training routine to start preparing the swimmer for a championship.

Time Standards: Cut-off times established by a group, league, zone, and national committees. Range from "A", "AA", Zones and Nationals.

Timed Finals: Competition in which only heats are swum and final placing is determined by the times achieved in those heats.

Turns: The technique used to turn at the end of each length, except at the finish.

Warm-Up: The period before the start of each session set aside to allow swimmers to enter the pool to loosen up, practice turns, starts, etc

2016-2017
LEAGUE AA QUALIFYING TIMES
ALL COURSES

* an asterisk to the right of a time indicates that the time is new this year

Girls				Boys		
Girls				Boys		
AA	AA	AA	<u>13 and 14</u>	AA	AA	AA
LCM	SCM	YARDS		YARDS	SCM	LCM
:30.78 *	:30.18 *	:27.19 *	50 Free	:25.79	:28.62	:29.19
1:06.89 *	1:05.58 *	:59.09 *	100 Free	:56.49	1:02.70	1:03.95
2:27.16	2:24.28	2:09.99	200 Free	2:03.49	2:17.07	2:19.81
5:12.36	5:06.24	5:49.99	500 Free	5:35.99	4:53.99	4:59.86
1:17.42 *	1:15.91 *	1:08.39 *	100 Back	1:06.89	1:14.24	1:15.72
2:47.54	2:44.26	2:27.99	200 Back	2:20.19	2:35.61	2:38.72
1:29.19	1:27.45	1:18.79	100 Breast	1:17.49	1:26.01	1:27.73
3:11.09	3:07.35	2:48.79	200 Breast	2:38.29	2:55.70	2:59.21
1:17.65 *	1:16.13 *	1:08.59 *	100 Fly	1:05.99	1:13.24	1:14.70
2:50.49	2:47.15	2:30.59	200 Fly	2:22.29	2:37.94	2:41.09
2:49.02 *	2:45.71 *	2:29.29 *	200 IM	2:23.69	2:39.49	2:42.67
6:05.45 *	5:58.29 *	5:22.79 *	400 IM	5:05.49	5:39.09	5:45.87
2:11.77	2:09.19	1:56.39	200 Free Relay	1:51.99	2:04.30	2:06.78
2:28.75	2:25.84	2:11.39	200 Medley Relay	2:04.49	2:18.18	2:20.94
Girls				Boys		
AA	AA	AA	<u>15 and Over</u>	AA	AA	AA
:29.65	:29.07	:26.19	50 Free	:23.19	:25.74	:26.25
1:04.29	1:03.03	:56.79	100 Free	:50.79	:56.37	:57.49
2:18.79	2:16.07	2:02.59	200 Free	1:52.79 *	2:05.19 *	2:07.69 *
4:54.59	4:48.82	5:30.09	500 Free	5:09.99	4:31.24	4:36.66
1:13.57	1:12.13	1:04.99	100 Back	:59.89 *	1:06.47 *	1:07.79 *
1:25.57 *	1:23.90 *	1:15.59 *	100 Breast	1:07.69	1:15.13	1:16.63
1:13.57 *	1:12.13 *	1:04.99 *	100 Fly	:56.89 *	1:03.14 *	1:04.40 *
2:41.09 *	2:37.94 *	2:22.29 *	200 IM	2:09.49	2:23.73	2:26.60
4:26.15	4:20.94	3:55.09	400 Free Relay	3:38.99	4:03.07	4:07.93
2:22.98	2:20.18	2:06.29	200 Medley Relay	1:53.09	2:05.52	2:08.03
Girls				Boys		
AA	AA	AA	<u>Seniors</u>	AA	AA	AA
10:42.58	10:29.99	11:59.99	1000 Free	11:17.79	9:53.06	10:04.92
20:21.22	19:57.28	20:00.89	1650 Free	18:38.39	18:35.03	18:57.33
			50 Back			
2:41.09 *	2:37.94 *	2:22.29 *	200 Back	2:11.99	2:26.50	2:29.43
			50 Breast			
3:04.41	3:00.80	2:42.89	200 Breast	2:29.09	2:45.48	2:48.78
			50 Fly			
2:46.75	2:43.49	2:27.29	200 Fly	2:16.99	2:32.05	2:35.09
5:46.43	5:39.64	5:05.99	400 IM	4:49.99	5:21.88	5:28.31
2:04.29	2:01.86	1:49.79	200 Free Relay	1:38.09	1:48.87	1:51.04
10:02.31	9:50.50	8:51.99	800 Free Relay	7:59.99	8:52.78	9:03.43
2:22.98	2:20.18	2:06.29	200 Medley Relay	1:53.09	2:05.52	2:08.03
5:04.65	4:58.68	4:29.09	400 Medley Relay	4:06.79	4:33.93	4:39.40

2016-2017
LEAGUE AA QUALIFYING TIMES
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* an asterisk to the right of a time indicates that the time is new this year

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Boys

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Girls

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2:46.75	2:43.49	2:27.29	50 Breast
5:46.43	5:39.64	5:05.99	200 Breast
2:04.29	2:01.86	1:49.79	50 Fly
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4:06.79	4:33.93	4:39.40

PREBLE COUNTY YMCA PIRANHAS SWIMMING

GOAL SHEET 2017-2018

Directions: Fill out the following questions and be specific. If you have a question about filling out your goal sheet, see Coach Dave.

Name: _____ Age: _____

How many years have you been a competitive swimmer?

What is your highest level of achievement in swimming?

List **2 specific short-term process goals** you would like to accomplish in practice/meets before zone. A process goal is a specific, achievable short-term outcome (usually daily).

1. _____

2. _____

List **at least 3 specific long-term performance goals** you would like to accomplish by the end of the season. **Include Individual and Relay Events.**

1. _____
2. _____
3. _____

List **2 goals** you would like to see the **team** accomplish this season.

1. _____
2. _____

List **3 things** that you think would make you a better swimmer.

1. _____
2. _____
3. _____

Goal times

- | | | |
|----------|----------|----------|
| 1. _____ | 2. _____ | 3. _____ |
| 4. _____ | 5. _____ | 6. _____ |

1.example 500 freestyle 4:48

Swimmer's Signature

Coach's Signature

Date

Swimmer's Code of Conduct

PCP Swimmers understand that winning is not necessarily touching the wall first. Instead winning is: doing your best, paying attention and listening to your coaches, finishing your race and congratulating the swimmers around you, supporting your teammates, and never quitting but striving to do your best every time you get in the water.

I have read and agree to all the PCP swim team rules and regulations as outlined in the Parents package.

I agree to show sportsmanlike conduct at all times during competitions and practices.

I agree to show respect and compassion towards all adults and children on the team.

I will listen carefully and follow the directions of the coaches and staff, to the best of my ability.

I will not use profanity, run on the pool deck, or damage locker rooms or equipment.

I will not use drugs, alcohol, or tobacco.

I will maintain a positive attitude towards my teammates, coaches, parents and YMCA staff.

I understand that being part of a YMCA Competitive Team, I will exercise the core values of the YMCA, faith, caring, honesty, respect, and responsibility.

I _____, _____, _____, _____, _____ have read the above and agree to respect and abide by these provisions. You only need to put the swimmer name once on the lines above and below.

Swimmers Signature _____ Date _____

Parent's Code of Conduct

I understand that Team obligations must always be regarded as a priority.

I have read and agree to all PCP YMCA Team rules and regulations as outlined in the Parents package.

I agree to show sportsman-like conduct at all times during competitions for our team as well as our competitors.

I agree to respect and show compassion towards all adults and children that are involved with the team.

I will not confront any administrative personnel of opposing teams.

I understand that all coach's decisions are final.

I understand that my position on the team is to provide a positive outlook for all children.

I understand that being part of a YMCA team I will also exercise the values of faith, caring, honesty, respect, and responsibility.

I agree to pay all team fees on time and understand that non-payment of team fees will result in a swimmer being removed from the program.

I understand that swim team parents may have to work at meets. If I am asked to work I will provide any assists that I can to help fill that worker slot.

I understand that there is a no refund policy at the YMCA, and all team fees will be due even if the swimmer withdraws from the program. There are no exceptions to this rule.

Parents Signature: _____ Date: _____

Team Handbook Agreement

I, _____ have received and have reviewed a copy of the PCP YMCA Swim Team Parent Handbook. As the parent/guardian, I agree with and will comply with all the policies and procedures listed in the handbook.

I understand that if I have any questions I should speak to the head coach, the Director of Competitive Swimming or the Executive Director of Preble County Family YMCA.

Swimmers Name: _____ Date: _____

Parent 1 Signature: _____ Date: _____

Parent 2 Signature: _____ Date: _____