



Pleasanton Seahawks
P.O. Box 1675
Pleasanton, CA 94566



PACIFIC
SWIMMING

Helpful Information about Swim Meets (rev. 9-09)

Swim meets are a great family experience! They're a place where the whole family can spend time together. Listed below are some guidelines geared to help you through your first couple of swim meets. The first couple of meets can sometimes feel overwhelming; we tried to be as specific and as detailed as we could be so you can have the best possible experience. *If you have any questions, please ask your coach.*

Entering the Meet

Several weeks prior to a meet in which the Seahawks are competing your child's coach will notify him/her about the upcoming meet. Meet schedules are also posted on the homepage of our team web-site - www.pleasantonseahawks.org, the weekly update page, and sometimes issued by hard copy from your coach (check your family folder often!). Have your child ask the coach for suggestions on which events to swim. If this is your first meet, also ask the coach about how to enter times. Most meets do not allow "NO TIME" entries, so your coach will have to provide you with legitimate entry times.

The meetsheet will provide instructions on how to enter the meet, as well as information about location, parking, and other logistical details. If you lose the meet sheet, you can easily get another one at the Pacific Swimming website: www.pacswim.org.

NOTE: Attend scheduled meets ONLY. Seahawks team policy prohibits PLS swimmers from attending meets that are not on our team schedule. The coaching staff designs our meet schedule and break schedule to facilitate LONG TERM success for our athletes. In addition, swimmers are to compete only in meets that their primary coach designates.

DO NOT ATTEND ANY MEET THAT IS NOT ON OUR SCHEDULE!

Swimmers may only enter meets for which they are qualified to enter. A meet designated as a CBA meet means that swimmers that have qualified with A or B times can enter at those levels, and anyone else can enter as a C swimmer (unless there are "NO TIME" restrictions). Certain meets have higher time standards, i.e., Jr+, Junior Olympics, Far Westerns, etc. To see the time standards used by Pacific Swimming start at www.pacswim.org, click on Times, then Time Standards and scroll down to Age Group Times.

You can enter a meet by the traditional paper / US Postal Service method, or by entering on-line via www.SwimConnection.com. More and more meets offer an on-line entry option for a small additional fee (editor's note: *it's WELL worth the minor extra cost with all the conveniences the service offers*). If you choose the on-line option you do not need to mail the paper entry thus saving time, postage and you get instant confirmation.

The example on the next page shows you how a **typical paper meet entry form** is completed. See item 9 below for information about how to enter times for your swimmer (particularly if he/she has never competed / raced before).

Team Name Class and Course Date Consolidated Entry Card			
NAME: LAST		FIRST	INTL
<u>Swimmer</u>		<u>Joe</u>	<u>T</u>
LSC Code (PC, SN, CC)		Reg Year	
<u>PC</u>		<u>2008</u>	
CLUB ABBR	IF UNATT TEAM ABBR	CLUB NAME	
<u>PLS</u>		<u>Pleasanton Seahawks</u>	
AGE	DATE OF BIRTH	AMT. PAID	
<u>11</u>	<u>02/11/97</u>	<u>\$ 16.25</u>	
USA-S REG #	0 2 1 1 9 7 J O E T S W I M		
SEX		AGE GROUP	
Boy Girl		<u>11-12</u>	
EVENT #	DISTANCE/STROKE	ENTRY TIME	
<u>20</u>	<u>100 Free</u>	<u>1:39.13</u>	
<u>34</u>	<u>50 Breast</u>	<u>:53.26</u>	
<u>56</u>	<u>50 Back</u>	<u>:50.69</u>	
<u>62</u>	<u>100 Breast</u>	<u>2:01.49</u>	
<u>74</u>	<u>200 IM</u>	<u>4:03.09</u>	
		: .	
		: .	
		: .	
		: .	
# of Entries <u>5</u> x \$ 2.25 = <u>\$11.25</u> Participation Fee <u>\$ 5.00</u> Total <u>\$16.25</u>			
COACH: <u>Full name of your coach</u>			
SWIMMERS ADDRESS: <u>123 Main Street</u> <u>Livermore, CA 94551</u>			
PHONE # <u>(925) 555-2222</u>			
E-MAIL <u>Your_email@your_ISP.com</u>			

Swimmer's complete name here

PC= Pacific Swimming, which we are a member of. Year of the USA Swimming reg card expiration

PLS is our team abbreviation. Use the UNNATT section only if your coach tells you to.

Age at the time of the meet, DOB and total \$ (from below)

It is very important to accurately write in the swimmer's USA-S registration number here

Circle Boy or Girl, and note the age group the swimmer is in.

List the events in the order that the swimmer will be competing in, along with their most recent (or coach approved) entry time.

Most CBA meets will charge \$2.75 per event and a \$5.00 "splash" fee. Total up the # of events, the entry fee and then the "splash" fee for a grand total.

It is very important to include the full name of your swimmer's coach along with **your** complete address, phone number and email, in case the meet entry person needs to contact you regarding an entry issue.

If entering via a paper entry, make three copies of your entry form:

1. One is sent to the meet registrar listed on the meet sheet, *along with payment*. Don't wait too long – meets often fill up.
2. One is placed in the "Meet Entry" box (often called the "split sheet box") at the pool, located under the family folders. This is due the Friday before the entry deadline for the meet listed on the meet sheet. All the meet entry information for the meet is compiled, by event, for the coaches at the meet. This enables them to quickly compare entry times with results. **NOTE:** A common mistake is to include the entry fee with this copy; send the fee to the meet registrar.
3. One is kept by you and brought to the meet, in case there is an administrative mix-up (yes, this does happen, but very rarely) as it's the **ONLY** proof that your child was entered).

If entering via on-line entry (preferred method) **follow these directions:**

Editor's note: In our effort to reduce paper usage, we have found it easier to provide you with a link to Swim Connection's Help page than to have another 6~8 pages of screen shots and instructions to follow.

For step by step instructions and videos on how to quickly and easily use the Swim Connection services, visit <https://ome.swimconnection.com/help-center/features/swimmers>

Four videos will walk you thru the entire process:

Why Swim Connection OME, Account Setup, Meet Registration and Event Changes

1. Again, don't wait too long – meets often fill up early. The meetsheet will typically have the URL of the SwimConnection page to start at: ome.swimconnection.com/pc/cudameet. Otherwise start at the Swim Connection Online Meet Entry homepage ome.swimconnection.com where you can sign in, enter meets as a guest, or create a free account.
2. Print two copies of the confirmation – one is placed in the "Meet Entry" box (often called the split sheet box) at the pool, located under the mail folders. This is due the Friday before the entry deadline for the meet listed on the meet sheet. All the meet entry information for the meet is compiled, by event, for the coaches at the meet. This enables them to quickly compare entry times with results. The other copy is kept by you and brought to the meet, in case there is an administrative mix-up (yes, this does happen, but very rarely, and it's the **ONLY** proof that your child was entered).

NOTE: Until your swimmer's USA Swimming registration card has been mailed to you it is **VERY** important to also keep the USA Swimming receipt that you were given by the team.

Although using Swim Connection to enter meets is **FREE, there are numerous advantages of membership with Swim Connection for a small yearly fee. Go to www.swimconnection.com/pc/exec/MembershipInfo for member benefit info.**

What to Take To the Meet

1. Most important: Swim Suit, "PLS" Team Cap, and goggles. It's a great idea to bring one extra of each. "PLS" team caps are required for each race to help the coaches spot Seahawks swimmers easily. (Sometimes at "home" meets we have 140 Seahawks swimming an average of 3 events per day – that's 420 races for the coaches to monitor!)
2. Baby or talcum powder--To "dust" the inside of swim cap. This helps preserve the cap and makes it easier to put on.
3. Towels--Realize your swimmer will be there awhile, so pack at least two.
4. Something to sit on. Most people bring collapsible chairs.
5. Something to sit under. Often someone from the team will bring a folding canopy owned by the team, but not always. These canopies are helpful in rainy weather and also on very sunny days.
6. Seahawks parka and/or jacket, sweatpants, Seahawks t-shirts. Many swimmers prefer fur-lined boots ("Uggs" or similar) to help them stay warm between races.
7. Games: travel games, coloring books, books, anything to pass the time.
8. Food: Many people bring a small cooler with snacks and drinks. Most meets have a snack bar, and the quality of food available varies widely. Make sure your swimmer is adequately nourished and hydrated during the meet. Your coach may have suggestions on what types of liquids to drink, i.e. water versus Gatorade type drinks.
9. Sunscreen.

Before the Meet Starts

1. Arrive at the pool at least 15 minutes before the scheduled warm-up time begins. This time will be listed in the meet information handed out to all swimmers and also in the team newsletter. *Be sure to allow ample time for parking and setting up.*
2. Upon arrival, look for the Seahawks folding canopy. It is very important for swimmers to sit together at meets. It's the best place for swimmers from different groups to become friends, and for coaches to locate them when needed.
3. Find the check-in place and have your child check in. Next, make sure your swimmer checks in with his or her coach. Check for special posted instructions in the check-in area.
4. Once "checked in", write or have the swimmers write each event-number on his or her hand in ink. This helps him/her remember what events he/she is swimming and what event number to listen or watch for.
5. Your swimmer now gets his/her cap and goggles and reports to the pool and/or coach for warm-up instructions. It is very important for all swimmers to warm-up with the team. A swimmer's body is just like a car: on a cold day-he/she needs to get the engine going and warmed-up before he/she can go all out.
6. After warm-up, your swimmer will go back to the area where you are sitting and wait there until his/her first event is called. This is a good time to make sure he/she goes to the bathroom if necessary, gets a drink, or just gets settled in. (Note to parents: as children get older they often prefer to sit with their friends, and not with their parents.)

7. During the meet, if you have any questions concerning meet results, an officiating call, or the conduct of a meet, ask a coach. He or she in turn, will pursue the matter through the proper channels.
8. Program ("Psyche Sheet") or Heat Sheets. A program is usually available for sale in the lobby or concession area of the pool. It lists all swimmers in each event in order of "seed time". When the team entry is sent in, each swimmer and his/her previous best time (up to the date that the entry was submitted) in that event is listed. If the swimmer is swimming an event for the first time, he/she will be entered as a "no-time" or "NT". A "no-time" swimmer will most likely swim in one of the first heats of the event. A Heat sheet may be available close to the start of the meet that lists the actual heat and lane a swimmer will be competing in.
9. Timing. **All parents (except family member of working officials) are required to time a minimum of one hour each day of the meet.** We will notify membership that online sign up for timing slots is available shortly before the meet, with the remaining time slots to be filled at the coach's tent when their swimmer checks in with their coach in the morning. If you know your swimmer will be swimming near the end of the meet, please try to sign up for a later timing shift. It is not fair for the last parent to sign up to be "stuck" in a chair for longer than their hour shift. Families with swimmers in the same age group can help each other out by signing up for different time shifts so they can help each other's kids get to the blocks while the other family is timing.

Competing in the Meet

1. It is important for any swimmer to know what event numbers he/she is swimming (again, why they should have the numbers on their hand). He/she may swim right away after warm-up or may have to wait awhile. (Generally, girls' events are odd-numbered and boys' events are even-numbered. Example: "Event #26, 10-Under Boys, 50 freestyle.")
2. Most meets are computerized. Your swimmer will need to check the heat/lane assignment board to find out which heat and lane she/he is assigned for each event. Sometimes these postings do not appear until close to the event itself. Most swimmers, for each event, will describe their heat/lane assignment as, for example, "4-2" (heat # 4, lane #2). Again, ink on the back of the hand is helpful. You can expect at least 3-8 heats of each event.
3. Your swimmer should then report the heat/lane assignment to the coach, so the coach knows when and where to look for your swimmer. This is the only way the coaches can get this information.
4. The swimmer swims his or her race.
5. After each swim:
 - a. He/she is to ask the timers (people behind the blocks at each lane) his/her time. Sometimes this is available on an electronic scoreboard.
 - b. Depending on the coach's instructions, the swimmer may be asked to do some recovery swimming if a "warm down" pool or lanes are available.
 - c. The swimmer should then go immediately to his or her coach. The coach will discuss the swim with each swimmer. Some coaches may wish to talk with the swimmer before her cool-down / recovery swim.

6. Generally, the coach follows these guidelines when discussing swims:
 - a. Positive comments or praise
 - b. Suggestions for improvement
 - c. Positive comments
7. Things you, as a parent, can do after each swim:
 - a. Tell your child how great s/he did! The coaching staff will be sure to discuss details of the race with your child (*not with you*). The parent's role is to tell your child how proud you are and what a great job s/he did. Ask your swimmer how s/he feels. Listen! Don't give in to the temptation to offer coaching advice – this will only confuse your child.
 - b. Take your child back to the team area and relax.
 - c. This is another good time to check out the bathrooms, get a drink or something light to eat.
 - d. The swimmer now waits until his next event is called and starts the procedure again.
8. When a swimmer has completed all of her/his events you get to go home. Make sure, however, you, as a parent, check with the coach before leaving to make sure your swimmer is not included on a relay. It is not fair to other swimmers who may have stayed to swim on a relay where your swimmer is expected to be a member and she is not there.
9. Results are usually posted somewhere in the facility. Awards are usually available at an awards table (which can have long lines at the end of a meet). Awards need to be picked up at the meet. The awards that are not picked up *do not* get sent back with the coaches nor are they mailed to the teams.

What Happens If Your Child has a Disappointing Swim?

If your child has a poor race and comes out of it feeling badly, talk about the good things. The first thing you say is, "Hey, that is not like you. I know you are disappointed, but it's not the end of the world!" Then you can go on and talk about the good things the child did. Don't talk about the negative things and don't keep talking about the race. Drop it and get your child to focus on the next race or something enjoyable coming up after the meet! Limit the "post mortems!"

If your child comes up to you and says, "That was a bad race, don't tell me it wasn't," there is nothing wrong with a swimmer negatively evaluating a race. The important thing is for the child not to dwell on it. You should move the swimmer on to something good. "All right, you have had a bad race. How do you think you can do better next time?" Immediately start talking about the positive things.

Conclusion

Soon this will all become very routine. Please do not hesitate to ask any other Pleasanton Seahawks team parent for help or information!