



UNDERSTANDING TEAM OBLIGATIONS AND RESPONSIBILITIES

Understanding Dues and Fees

- a. A non-refundable fee of \$100 per new swimmer (\$50 for returning swimmers) is due at the time of registration to secure a position on the team. Shortly after registration a swimmer will receive a team t-shirt, two team caps (red and black), and (for new swimmers) a team car magnet.
- b. A fee of \$90 is due for each swimmer for USA Swimming registration and insurance.
- c. Annual dues are payable in 12 monthly installments. (Please see dues schedule. Dues are based on practice group assignments.) Dues are prepaid each month. A monthly invoice will be sent via email to the family's designated payer on the 1st of each month. Payments are due on the 5th day of the following month. If the monthly dues payment is not received by the 15th of the month in which it is due, a late fee of \$25.00 per invoice will be assessed to the dues account. (Example: Invoice sent October 1, 2017, is due October 15, 2017.)
- d. A discount on team dues is provided for families with multiple swimmers; please see the dues schedule for multiple swimmer family discounts.
- e. As space is available, the swimmer may join the CA program at any time during the year. The non-refundable registration fee, the USA Swimming fee remain the same. The fundraising obligation may be pro-rated depending upon when the swimmer joins. Swimmers participating in the CA Swim School or Summer League Tune Up programs are exempt from the USA Swimming fee and the fundraising obligation.
- f. Bank drafts and credit card drafts are available and preferred.
- g. Checks can be mailed to the following address for processing:

Carolina Aquatics
P.O. Box 5592
Columbia, SC 29250
- h. While dues are paid in advance, meet fees are paid in arrears. Meet fees are those fees charged by the host team for swimmers to compete. These fees are listed in the meet information for the various meets the team attends. Travel fees are those costs associated with sending our coaches to meets to supervise and coach our swimmers. This includes hotel and food plus other related expenses. Meet fees, including any assessments, overhead fees and travel fees will be billed with dues on the monthly invoices. This money has been advanced by the team for the benefit of the swimmer(s), and, therefore these fees are immediately due. Overhead fees are charged when our team hosts a meet to cover the expense of stocking concessions and meet hospitality.
 - a. For swimmers participating in out-of-town meets requiring coaches to travel, their member accounts will be assessed a travel fee of \$10 per swimmer per meet.
 - b. For swimmers participating in a CA hosted (home) meet, their member accounts will be assessed a meet overhead fee of \$10 per family per meet.

- i. Only a portion of the operating budget for CA is covered by dues. Fundraising obligations appear on the website under “My Account.” Reducing these obligations by various methods of fundraising over the course of the year is always recommended. However, the total amount for fundraising is due and payable without penalty no later than June 1, 2015.
- j. Injured swimmers can take medical leave if the injury/illness precludes practice for 3 weeks or more, and notice has been provided in writing to the head coach. Dues will be reduced to \$10 a month to hold the swimmer’s place on the team for the duration of the leave.
- k. Any family suffering a financial hardship and falling behind in payments must contact the Board to discuss a payment schedule. Otherwise swimmers in arrears 45 days or more will not be allowed to practice.
- l. Families who wish to terminate their relationship with Carolina Aquatics must give a 30-day notice in writing to a coach. All fees and expenses incurred to the date of the termination will be the full responsibility of the family. We will pro-rate the fundraising obligation for swimmers withdrawing prior to June 1.
- m. Upon termination of membership with the team, failure to retire any unpaid balance, including dues, fundraising, fees, etc., entitles Carolina Aquatics to notify the South Carolina Swimming organization of delinquency. This notice to the LSC can prohibit membership with any other swim club in the league.

Understanding Fundraising and Volunteer Responsibilities

Monthly dues do not cover the necessary, budgetary needs of Carolina Aquatics. While we are a swim club, we are also a small business—renting water, employing coaches, insuring our business, paying taxes on employees, etc. Fundraising keeps dues low.

Carolina Aquatics is a non-profit 501(c)(3) corporation. Parents can meet their family’s fundraising obligations by seeking donations from persons or businesses. Monetary donations can be made, or businesses may desire to donate their products to our efforts. A person or business can also become a sponsor. Team sponsorships entitle sponsors advertisements in our meet heat sheets, our website, team shirts and other promotional avenues as well as team patronage of their establishments. Please see the forms explaining the costs and perks involved for sponsorship.

While swim meets are our most profitable fundraisers, other fundraising efforts will be pursued during the year. We host a USA Swimming-sponsored Swim-A-Thon. We depend on your participation. We thank you in advance for your attention to this team effort. Anyone with good ideas or the desire to serve in a steering capacity on the Fundraising Committee is encouraged to contact any member of the CA Board of Directors.

Each family must participate in service hours and fundraising efforts to keep monthly dues affordable and the team fully staffed and successful.

1. Carolina Aquatics hosts meets throughout the year. These meets provide a significant source of income that allows us to keep dues as low as possible while providing an excellent swim experience. All families on the competitive team are expected to provide support during these home meets. A family must provide at least one volunteer to work **each session** their child is swimming in a CA hosted meet. In situations of hardship or special circumstances, they must communicate and work with the Meet Coordinator for a mutually acceptable solution. All families volunteering must check-in prior to their session and stay for the entire session. A family choosing NOT to volunteer for each session their child is swimming agrees to be assessed a **\$50 fee per session**. That fee will be invoiced at the next month’s billing. Families in the CA Swim School and Summer League Tune Up are exempt from this requirement.

2. Each family will be required to meet the fundraising requirement by June 1st. This amount is “per child,” assigned according to practice group: (Annual Fundraising obligations are capped at \$500 per family)

• Swim School	N/A
• Intro to CA	\$150
• Piranha	\$200
• Barracuda	\$200
• Senior 3	\$200
• Senior 2	\$300
• Senior 1	\$300
• High Performance	\$300
• College	N/A
• Summer League Tune Up	N/A

Understanding Practice Group Assignments

One duty the coaches perform is the placement of swimmers in the appropriate practice group. Swimmers are placed in groups according to age, stage of development, stroke skills, and other needs. Careful consideration is given to placement of each individual swimmer to best promote his or her progression as a swimmer and also to motivate the swimmer.

Practice groups assignments can remain the same throughout the year, but often “move-ups” are considered in December, April and August (at the coach’s discretion.) Each practice group adheres to “best practices” as recommended by the USA Swimming Association. Younger swimmers will spend less time in the water with fewer practices required a week. Older swimmers will practice more often and for longer time periods. Each group will also be assigned some “dry land” time—this is an opportunity to cross train with functional exercises (e.g., core training) to improve the swimmer without overtraining in the water.

Practice groups are not assigned for convenience but with the best interests of the swimmer in mind. Any concerns should be addressed with the coach of that group. If the concern cannot be resolved, the head coach will have the final say. Keep in mind that our team’s goal is to keep swimmers interested in the sport of swimming, and give them room to grow. This means playing other sports, and staying involved in other activities is not discouraged.

Understanding Swim Meets

For most of our swimmers and our coaches, swim meets are where we test our mettle, individually and as a team. CA swims two seasons. We swim the short-course season from September to March. “Short course” refers to swimming in a 25-yard pool. The long course season begins with practices around the middle of April and ends around the end of July. The term “long course” refers to competing in a 50-meter pool. It is a shorter season, but the pattern of meets, both home and away, is similar.

Each season, the coach will pick several meets for the team to attend, including meets our team will host. Attendance is encouraged, but not mandatory. Meets are fun! Swimmers bond and get to know their coaches even better. Parents get to know each other better as well.

- ❖ Events. Parents are notified by email of sign-up and the meet entry deadline. A link to the sign up is provided. Parents and swimmers together pick the individual events for the swimmer, subject to approval by the coaches.
- ❖ Relays. Swimmers will be placed on relays at the coach’s discretion.

- ❖ Dress code. All swimmers are expected to respect the team's dress code, and wear the team apparel with pride at meets.
- ❖ Meet preparation. Each swimmer is expected to prepare for meets. This includes, but is not limited to, proper nutrition, rest and hydration, and proper clothing to keep muscles warm.
- ❖ Timeliness. Being on time to meets is crucial. Times for warm-up are always made available by the coach, but it is the swimmer's responsibility to be certain of these times. Each swimmer needs time to warm up before the meet begins. Teams have designated times and designated lanes of which the coach will make the swimmer aware.
- ❖ Coaching. Each swimmer is expected to meet with the coach before and after his/her swim to discuss and receive encouragement or helpful critique.
- ❖ Cool-down. Each swimmer is expected to cool down as directed after each event.
- ❖ Finals. Some swimmers will earn the right to come back and swim finals at certain meets. It is best for all swimmers to return in the evening to cheer on their team and to be prepared for relays, if called upon. If a swimmer cannot attend finals, he/she must discuss with the coach beforehand in order to be excused.