New Parent Handbook
Welcome to Tide Swimming!

2020-2021

“Building champions in life through the sport of swimming”

Tide Swimming began as Tide Swim Team in January 1988 with the vision of founder Sandra Jones. Now, having spent over 30 years cultivating a passion for swimming Tide continues to grow and attract new talent in the pool and on the deck. Building on the team’s strong sense of community and youth development, Tide partners with the YMCA of South Hampton Roads to offer numerous facilities as training sites for our athletes. Tide athletes have been world-ranked, USA National and USA Junior National qualifiers, and Virginia Swimming Age Group and Senior level champions. We are proud of the opportunity we offer every child to reach their goals. Additionally, our staff of coaches offers an unparalleled level of expertise.

Our team has grown tremendously over the past 4 years in both membership numbers and achievement. This is the result of a unique community of coaches, staff, families, athletes, and defined organizational processes and governance. We hold our Vision, Values, and Behaviors front and center to everything we do. We operate from a place of trust and respect along with open communication. We are excited that you have chosen to join us and we thank you for entrusting your child’s development to our team!

The world of swimming can be overwhelming at times and we hope that this document helps introduce you to the many aspects of our team and our sport. You may still have questions, and we encourage you to reach out to the many resources available to you. We may be a “big team”, but we strive to operate like a “small team”. We value relationships and want everyone to feel like there is someone they can reach out to for support. At a high level these are key contacts:

- **Coaches**: training, “wet side” athlete development questions
- **Executive Director/ Jennie Carder**: administrative: billing, Team Unify website navigation
- **Parent Advisory Council (PAC) representative** for your group: facility questions, carpooling, “nuts and bolts”
- **Meet Service Hours**: Sara Beth Roberts and Brandi James
- **Board**: organizational, “dry side” issues
Tide is a 501c3 Non Profit, and is governed by a parent led, all volunteer Board of Directors. The B.O.D. supports our coaching staff and membership by ensuring financial stability through involvement and oversight. It also works to guide and implement strategic imperatives as defined by the Head Coach, Executive Director, and Board of Directors. The Board hires the Head Coach and the Head Coach hires his/her staff. If you have staff concerns or questions, it’s best to contact the staff member directly or the staff member’s supervisor.

**TIDE’S VISION, VALUES, AND BEHAVIORS**

Tide’s vision statement- To create a culture that empowers every athlete, coach, and parent to have meaningful experiences in life and sport through TEAM.

**VALUES**

1. **Gratitude**
   - Be thankful by showing appreciation and support for all
   - Honor relationships

2. **Passion**
   - Pursue your goals by finding your joy
   - Be present; be positive

3. **Integrity**
   - Be honest and transparent
   - Honor your commitments and be accountable for your actions

4. **Courage**
   - Celebrate failure; learn from your mistakes
   - Be tough mentally and physically
   - Find your path as you trust the process

5. **Respect**
   - Behave with positive intent in how you listen, speak, and act
   - Be punctual, present, and prepared
   - Take pride in your environment

6. **Performance**
   - Be accountable to your highest standard
   - Commit to and appreciate the journey
   - Strive together!
TIDE’S PROGRAMS:

- Swim School (4 years-adult)
- Year-Round Competitive Team Swimming
- Masters Swimming

TIDE’S AFFILIATIONS:

- Speedo sponsored
- Virginia Swimming LSC (local swimming committee)
- Virginia Zone Team
- Eastern Zone Swimming
- USA Swimming

COMPETITIVE SWIM YEAR:

Meet schedule-  https://tideswimming.com/swim-team/meet-schedule/

September – beginning of competitive year
August – end of competitive year

Short Course (yards) season – September-March
  - Mid-season championship meets in December
  - End-of-season championships in February and March

Long Course (meters) season – April-August
  - End-of-season championship meets in July and August
TIDE TEAM STRUCTURE:

- PRE-TEAM
  - Swim School
- COMPETITIVE SWIMMING
  - Discovery- learn to swim
    - Pre-Novice
    - Novice
    - Developmental Silver
    - Developmental Gold
  - Imagination- learn to train
    - Age Group Bronze
    - Age Group Silver
  - Preparation- learn to compete
    - Age Group Gold
    - Senior Silver
    - Senior Gold
    - National
- MASTERS
  - Fitness and competition for adults 18 and older

MOVING TO THE NEXT LEVEL:
How does my child move to the next level?

- Technical skill at practice
- Race times
- Emotional and physical readiness
- Understanding of practice concepts (reading the clock, interval training, etc)
- Attendance
- Determined by the coach and communicated in June
- Meet participation
TIDE BOARD OF DIRECTORS:

https://www.teamunify.com/team/vatst/page/for-parents/board-of-directors

Executive Officers

- President: Katy Arris-Wilson
- Vice President: Jenny Huelsberg
- Secretary: Bridget Fickenscher
- Treasurer: Chris McKee

Parent Representatives:

- Senior:
  - Carrie Duffy
  - Sara Beth Roberts

- Developmental/Age Group:
  - Lyn Mannato
  - Jenn Strach
  - Kelly Swartz

Staff and non-voting members:

- Director of Coach and Athlete Development: Jack Roach
- Head Coach: Richard Hunter
- Associate Head Coach: Mike Salpeter
- Executive Director: Jennie Carder
- Accountant: Mackenzie Codington
**TIDE COMMUNICATION:**

Tide Website: [www.tideswimming.com](http://www.tideswimming.com)

- Home page announcements
- Coaches directory
- Swim Team tab includes: practice schedules, practice group info, meet schedule, fees & pricing, financial aid, team records, and more

Team Unify Tide

No table of contents entries found. Website: [https://www.teamunify.com/Home.jsp?team=vatst](https://www.teamunify.com/Home.jsp?team=vatst)

- Website for team members
- Home page “News” announcements
- Log-on to your account here!
- Ensure billing info/addresses are up to date
- Sign up for swim meets (see details in following sections)
- Sign up for service hours (see details in following sections)
- Information on how to navigate Team Unify [https://www.teamunify.com/team/vatst/page/for-parents/help-for-parents](https://www.teamunify.com/team/vatst/page/for-parents/help-for-parents)

**Emails:**

- Now that your child is a swimmer in our program, you will receive various email updates from us. This includes weekly emails, information regarding swim meets, information regarding service hour sign-ups, as well as other important updates

**COMMUNICATING WITH A COACH**

Coaching staff- [https://tideswimming.com/about1/staff/](https://tideswimming.com/about1/staff/)

If you need to talk to your swimmer’s coach please email them to set up a meeting. Our coaching staff wants to be able to stay focused on athletes during practice times and will be unable to take questions during that timeframe.

- Email – send your swimmer’s group lead coach an email and expect a response within 24 hours. If there is no response, please reach out to leadership staff.
  - Note- coaches are not likely to respond over the weekend
Attendance expectations vary by coach. Please email your swimmer’s coach if they are going to miss a practice.

**OTHER MEANS OF COMMUNICATION**

**Tide Office:**

- Representative: Jennie Carder, Executive Director
- Weekday Hours: 9:00am – 5:00pm
- Office Number: 757-306-0591
- Email: jennie@tideswimming.com

**Parent Advisory Council (PAC) Representatives**

https://www.teamunify.com/team/vatst/page/for-parents/parent-advisory-council

There will be one PAC Rep assigned for each practice group. This representative is a “veteran” parent who can help answer any questions based on their Tide experience. They will share information from the Board and can communicate questions/issues from parents to the Coach and/or Board as necessary.
**SERVICE HOURS REQUIREMENTS/SIGN-UPS:**
Service hours Directors: Sara Beth Roberts and Brandi James,
servicehours@tideswimming.com

Tide participates in both home and away meets. In order to provide an ideal environment for our participating athletes we are required to provide workers to ensure the meets run smoothly. Swim meets cannot run without family participation. Your willingness to serve will have a great impact on your child’s athletic environment and love of swimming. There are many opportunities to get involved including officiating, timing, and swim meet preparation/hosting.

Service hours are assigned on a per-family basis. Families may complete their allotted hours at any given point throughout the season. Service hours for the 2020-2021 season will be based on “meet sessions”. A “session” is defined as an entire morning, afternoon, or evening session, approximately 4-5 hours per session.

There is a $250 penalty for every un-worked session.

For the 2020-2021 season the hours are as follows:

- Age Group Bronze, Age Group Silver, Age Group Gold, Senior Silver, Senior Gold, and National - 4 meet sessions
- Members whose highest level swimmer is in Developmental Gold- 2 meet sessions
- Members with swimmers in Senior Silver Fall, Spring, or Summer sessions - 1 meet session

In addition, should we attend meets hosted by other teams ("away meets"), parents will be assigned lane timing duties if the host team requests our assistance. This time is NOT counted as TIDE service hours, but rather it is the way we support the efforts of other teams to give our swimmers the opportunity to race.

**How do I sign up for my service hours?**

Emails are sent out in advance alerting families of upcoming opportunities to complete hours. You must be logged into your Team Unify account to sign up for jobs. Jobs are listed on our Team Unify website under “meets” or “team functions”.


How to Check into the meet as a volunteer.
- Volunteer check-in at the Princess Anne YMCA is located at a picnic table near the pool entrance.

- Look for the table and a volunteer in a Tide shirt or white t-shirt with a clipboard to sign in for your shift.

- Make sure to sign in early so they know you are there.

**Helpful Hints:**

- Communicate! If an issue arises, please reach out to Sara Beth or Brandi immediately.

- Have special skills? Please let the Service Hours Directors know.

- Consider pairing up with another parent to watch each other’s kids while the other parent is working the meet.

- There are a variety of jobs. They don’t all require you to be on deck during the meet. (ex. Set up, clean up, donations)

- It is possible to work sessions when your child isn’t swimming.

- Mount Trashmore bubble raising and lowering events count as 1 meet session.

Other jobs that fulfill service hour requirements:

- Tide officials are an important asset to our team and fulfill a family’s service hour requirements. More information can be found at [https://www.teamunify.com/team/vatst/page/for-parents/tide-officials](https://www.teamunify.com/team/vatst/page/for-parents/tide-officials)

- Positions such as Meet Director, Hospitality Coordinator, etc. may become available. These long term positions also fulfill a family’s service hour requirements. Contact the Service Hours Directors for interest and availability.
**BILLING:**

At registration you will create a Team Unify account/password. Use your log-in to view invoices, commit swimmers to meets, sign up for and check your balance of service hours. Credit cards / Bank accounts are charged on the 1st of each month as per the payment plan defined in the swimmer contract. Any meet fees or other charges (swim caps) incurred during the month are invoiced and charged with the next billing cycle.

Except for the session based groups (Pre-Novice, Novice, Senior Silver) all parents agree to a year-long contract during registration. Swimming fees are billed in 10 equal installments from September through June. Swimmers in Developmental Silver, Developmental Gold, and Age Group Bronze have the ability to withdraw if a 60 day notice is provided in writing to the Executive Director. (Dues are required during the 60 day period.)

Meet fees are paid on the 1st of the month after they are posted to your account. For information on meet fees see [https://www.teamunify.com/team/vatst/page/events/meet-fees-explained](https://www.teamunify.com/team/vatst/page/events/meet-fees-explained)

**View the 2020-2021 Swimmer Contract HERE.** The Swimmer Contract is also available in the menu under the “Parents” tab on our Team Unify website.

**EQUIPMENT AND TEAM STORE:**

See our website for group equipment needs: [https://tideswimming.com/swim-team/practice-groups/](https://tideswimming.com/swim-team/practice-groups/) and team suits [https://tideswimming.com/swim-team/swimmer-uniform-and-equipment/](https://tideswimming.com/swim-team/swimmer-uniform-and-equipment/)

Aquawear is a locally owned swimwear and equipment store located at 434 Newtown Rd. Virginia Beach VA 23462. Aquawear is our Speedo team dealer store. Through Aquawear you can buy our team suit, team warm-up jacket and pants, pool equipment, and other necessary supplies. The Tide portal can be found at [http://aquawearswim.com/team-portal/tide/](http://aquawearswim.com/team-portal/tide/)

Tide caps are available from your practice group coach. Your coach will notify the Executive Director to post the cap charge to your Tide account for payment on the next automatic billing date. Silicone caps are sold at practice and meets for $12.00.

Equipment can also be purchased at:

- Swim Outlet [www.swimoutlet.com/tideswimming](http://www.swimoutlet.com/tideswimming)
- Amazon [www.smile.amazon.com](http://www.smile.amazon.com) (Choose Tide Swimming as your nonprofit to support the team)
Merchandise such as clothing for youth/women/men, and Tide products (not equipment) can be purchased through our apparel store [https://www.tideswimmingstore.com/](https://www.tideswimmingstore.com/). This is the easiest place to buy our team shirts! The store will be open for two week timeframes throughout the year. Look for emails with further information and dates.

**Helpful hints:**

- Swimmers must wear a Tide cap to practice.
- All equipment should be labeled with the swimmer’s first and last name.
- For swim meets swimmers will need white, blue, and black Tide shirts.
- In addition to the equipment noted on the website, other items such as a parka and a dry bag are also helpful, especially in wet weather and winter months.
- There is a “Tide Find and Swap” group on Facebook. This page has postings from parents looking to sell used gear.
- There are often pop up swim wear and equipment vendors with booths at swim meets.
- Our Tide merchandise vendor, MSP, is often at home meets with Tide merchandise and apparel available for sale.
- Swimmers do not need to wear a Tide team suit for practices. These are reserved for the meets.
- Swimmer ages 12 and under are restricted from wearing technical suits by USA Swimming. For more details see the [USA Swimming article](https://www.usaswimming.org/).
SAFE SPORT:

https://tideswimming.com/safe-sport/

Tide Swimming abides by all USA Swimming Safe Sport requirements and policies. In addition to USA Swimming Safe Sport, we are also members of Safe 4 Athletes, a nationwide independent, non-profit dedicated to advocating for athlete welfare and providing a positive environment. USA Swimming is committed to safe-guarding the welfare of all members, with swimmers as the top priority. If you have an issue, the first thing to do is contact one of our Tide Swimming Athlete Welfare Advocates (AWA). These parents are appointed by the Board and function independently of the Board. They are trained in Safe 4 Athlete protocols. Another resource is to reach out to a representative at 1-855-SAFE4AA (1-855-723-3422).

Tide has two Athlete Welfare Advocates available to team members: Theresa Knepper (tbcsk@verizon.net) and Mike Barakey (mbarakey@gmail.com). Our Athlete Welfare Advocates are adults who have volunteered to be available to any athlete who is concerned about the conduct of coaches, staff, volunteers, or other athletes and wants to talk about it. The fundamental underpinning of Safe4Athletes is to encourage athletes and parents to have a voice by giving them an avenue to express it. This is the role of AWAs. This system is unique to Tide and is over and above our National Governing Body, USA Swimming’s, mandates for Safe Sport.

Every Tide coach signs and abides by Athlete Protection Training guidelines, and becomes certified by USA Swimming. Speak up when you/your child has a concern! Set up a time to talk with either a coach or an athlete welfare advocate. Abuse, bullying, and/or harassment are all forms of unacceptable behavior for any Tide swimmer/coach and will be dealt with immediately. Please contact your coach or an associate head coach if you suspect any kind of this behavior.

https://tideswimming.com/about1/staff/

The Tide Swim Team Code of Conduct can be found here:
MEET SIGN-UPS:

Swim meets provide a great opportunity to have fun with teammates and practice racing! Championship meets give swimmers the chance to compete and earn points as a TEAM as well as to track individual progress.

Our meet schedule for the 2020-2021 season can be found below, or on either of our Tide websites.  https://tideswimming.com/swim-team/meet-schedule/ *Schedule is subject to change*

SWIM MEETS AND SIGN UP PROCESS:

To sign up for a meet please be on the lookout for emails from lead coaches in the weeks leading up to the meet. These emails will advise of meet information, meet dates and location, and sign-up deadlines. Group lead coaches will advise you on what meet(s) your swimmer should attend! Group lead coaches have the final say on what events your athlete will swim. Detailed meet information such as schedules and meet fees can be found in the Meet Invitation in Team Unify.

Meet Sign Up https://www.teamunify.com/team/vatst/page/events/how-to-enter-meets

- Log on to your Team Unify account
- Click on “Meet, Event, Job sign up” on the center of the page
- Find meet title in the directory, click on the meet name (in blue)
- New page will show all necessary information (location, dates/times, etc)
- You must click on “attend/decline” (in pink), select your swimmer, and commit yes/no to the meet.
- Please utilize the notes section as well (if you can only attend certain days, if your swimmer has specific event requests)
Meet Declaration Process (shown below)

- Find the specific meet on the Team Unify website
Meet Declaration Process (shown below)

- Select athlete from list of active members

- Select “Attend/Decline”, then “Save Changes”
**Helpful Hints**

- Speak to your coach before signing up for a meet if you have any questions. They can provide guidance on the appropriate meets and sessions within the meet for your swimmer.

- You don’t have to commit to a full meet. For a multi-day meet, you can make a note in the comments section if there are sessions your swimmer is unable to attend.

- The coaches will let you know whether they will be choosing events for your swimmer, or if the parents/swimmers can make requests for specific events via Team Unify.

- Look for emails during the week before the meet, they will have warm-up times.

- The coach will let you know where to sit (team area).

- Items to bring to the meet: team suit, team cap, goggles, team shirt, additional clothes to stay warm, shoes, multiple towels, food/snacks/water, chairs, highlighter and sharpie, extra bathing suit.

- Meet programs (also called Heat Sheets) are typically sold at concessions at each meet. Sometimes you’ll be asked to print yours at home. They will range in price depending on the type of meet you are at. Bring cash.

- Look for veteran parents or your PAC rep to help with reading meet sheet/ knowing when to send your child up to swim!

- Arrive 15 minutes prior to warm-up start time!

- An additional Tide per swimmer meet fee is added on to swimmer’s entry fees to help pay for cost of coaches.
Time standards are a motivational tool to help swimmers gauge progress. They also determine competition level and some meets will require time standards to register. Current time standards are shown below. *These times are subject to change this year. Updated information can be found at [https://www.usaswimming.org/times/time-standards](https://www.usaswimming.org/times/time-standards)

ONDECK, DECK PASS, AND MEET MOBILE APPS:

Download the OnDeck (free) swimming app for your smartphone. You will be able to log in with your Team Unify account. On the app you will be able to track your swimmer’s attendance, view meet info, job sign-ups, and team news.

With the Deck Pass (free) app you can create an account on www.usaswimming.org and link your athlete’s membership to your account. Deck Pass allows you to track times, goals, and IMX scores. It also connects you with friends and lets you earn badges!

The Meet Mobile (paid) app allows you to get real time results and standings during the swim meets.

SOCIAL MEDIA:

Give us a like on Facebook: Tide Swimming
Follow us on Instagram: Tidestagram
Follow us on Twitter: Tide_Swimming