

TABLE OF CONTENTS

SECTION A	Introductions and Team Philosophy
SECTION B	Training and Responsibilities
SECTION C	Parent Responsibilities
SECTION D	Board and Financial Information
SECTION E	Swim Meets
Appendix A	Terms and conditions for participation
Appendix B	Parent Advisory Committee

INTRODUCTION

The purpose of this handbook is two-fold: to explain to new members just what **PHOENIX** is and to outline various policies that affect all swimmers. All families should read it so they become familiar with important facts and rules of the team.

WHY SWIM

The United States Swimming (USS) program is America's largest program of guided fitness activity for children. Swimming builds a strong foundation for a lifetime of good health by teaching healthy fitness habits.

INTELLECTUAL COPETENCE

In addition to physical development, children can develop greater intellectual competence by participating in a guided program of physical activity. Learning and using swimming skills engages the thinking processes. As they learn new techniques, children develop and plan movement sequences. They improve by exploring new ideas. They learn that greater progress results from using their creative talents. Self-expression can be just as much physical as intellectual. Finally, their accomplishments in learning and using new skills contribute to a stronger self-image.

GENERAL DESCRIPTION AND OBJECTIVE

PHOENIX was founded in March 2005. We offer a guided youth program for children ages 5 and up, from the beginning swimmer to the competitive and skilled swimmer.

When a young person becomes a member of **PHOENIX**, we hope he/she learns the values of sportsmanship and teamwork. Swimming through **PHOENIX** is aimed at providing physical, emotional and intellectual skills that will last a lifetime. The mission of **PHOENIX** is:

We are committed to providing a competitive opportunity to guide young swimmers in realizing personal and team excellence in a motivational and challenging environment. We strive to foster a passion for swimming and build great character and integrity for life.

'SWIM FOR FUN, SWIM FOR LIFE!

UNITED STATES SWIMMING

PHOENIX is a member of USS. Membership benefits include USS Rules and Regulations, membership certificate and certificate of insurance. Clubs joining USS have liability insurance coverage for approved activities.

USS is the ruling body of sanctioned swimming meets in the United States. USS meets are designed to protect the swimmer, provide fair and equitable conditions of competition, and promote uniformity in the sport so that no swimmer shall obtain an unfair advantage over another.

Coach and athlete education plays an important role in USS. Programs such as the successful Coaches College, presenting the most current coaching and

Section A - Introduction and Team Philosophy

scientific literature, assist coaches in their efforts to provide optimal training conditions for their athletes.

USS National Headquarters strives to educate and inform its membership through continued communication. Once a year, USS publishes an updated version of the USS Rules and Regulations, the final word in technical swimming rules. *Splash* is a bi-monthly publication providing current and timely information of interest to all USS members. *Lanelines*, the USS coaches' newsletter, is also included in *Splash*.

The USS Headquarters provides a variety of services and programs for its membership. Some of the additional services provided by USS are fund-raising activities, sports medicine programs, video resources and general information about swimming related activities. USS staff is available to assist in answering questions or providing additional information about United States Swimming. For information or assistance, contact:

USA Swimming
1 Olympic Plaza
Colorado Springs, CO 80909-5770
719/866-4578
FAX: 719/866-4050
www.usaswimming.org

HISTORY

Valley Swim Team **PHOENIX** was created in March of 2005. Our swimmers, coaches and parents have worked hard over the past 9 years. We have had swimmers place at the district and regional level, State and Zones. We look forward to continued hard work paying off at both the Sectional and National level.

COACHING STAFF

Nothing has a greater influence on the quality of children's sports than the excellence of the coach. **PHOENIX** staff consists of a professionally trained head coach with 6 assistants. . Certified coaches in the U.S. Swimming program possess training and experience in the physiology and psychology of adolescent development. Our coaching staff provides the assurances that the time your children spend in swimming will be quality time.

COACH RESPONSIBILITIES

The coach's job is to supervise the entire competitive swim program. **PHOENIX** coaching staff is dedicated to providing a program for swimmers that will enable them to learn the value of striving to improve oneself –“to be the best you can be”. Therefore, the coaches must be in total control in matters affecting training and competition.

1. The coaches are responsible for placing swimmers in practice groups. This is based on the age and ability level of each individual. When it is in the best interest of a swimmer, he/she will be placed in a more challenging training group by the coach. A swimmers schedule will be accommodated whenever possible.
2. Sole responsibility for stroke instruction and the training regimen rest with the **PHOENIX** coaching staff. Each groups practice is based on sound scientific principles and is geared to the specific goals of that group.
3. The coaching staff which meets **PHOENIX** swimmers will attend. The coaching staff also decides which events a swimmer is entered into.
4. At meets, the coaching staff will conduct and supervise warm-up procedures for the team. After each race, the coaches will offer constructive criticism regarding the swimmers performance. (It is parent's job to offer love and understanding regardless of their swimmers performance).
5. The building of a relay team is the sole responsibility of the staff.

The coaching staff is constantly updating and improving the **PHOENIX** team.

It is the swimmers' and parents' responsibility to make the most out of the excellent opportunity this program provides for success in swimming

TRAINING SESSIONS

Training sessions are the most important aspect of competitive swimming.

Section B - Training and Responsibilities

Consistent training is needed for the swimmers to improve their abilities. Training schedules are designed to provide the proper time for swimmers to accomplish this. Therefore, it is important that each swimmer attend as many practices as possible in order to derive the full benefits of the program.

ILLNESS AND INJURY

Whenever possible, the coach should be informed in advance of an illness or injury. If your swimmer will be out of the water over a long period of time with an injury or illness, please notify **PHOENIX** via e-mail at bradandjennyboelter@gmail.com.

SWIMMERS TRAINING RESPONSIBILITIES

As a swimmer's level of swimming ability progresses so does his/her responsibility. The program is designed to encourage all swimmers to be Gold Swimming bound. As swimmers improve, this deep commitment requires great effort on all parts. A swimmer has responsibilities to the team, the coach, his/her parents, and most importantly to themselves. Swimmers need to prepare themselves for a 100% effort each time they come to practice. Swimmers will be required to bring specified training accessories (i.e., goggles, flippers, etc.) to workouts. It is the swimmer's responsibility to make sure these items are properly adjusted and that spares are readily available. Equipment adjustment and repairs will not be accepted as an excuse to miss part of a training session

CODE OF CONDUCT

Any swimmer who is known to use alcohol, drugs, or tobacco is subject to suspension or removal from the team.

Never interfere with the progress of another swimmer during practice or otherwise.

At all team functions, whether practice, meets, or social gatherings, we expect each swimmer to behave in such a way that their actions reflect positively on the team.

**PARENTS...YOUR
ATHLETE NEEDS YOU**

To have a successful program there must be understanding and cooperation among parents, swimmers and coaches. The progress your swimmer makes depends largely on this triangular relationship. It is with this in mind that we ask you to consider this section as you join the Valley Swim Team PHOENIX and reacquaint yourself with this section if you are a returning parent.

You have done a great deal to raise your child. You create the environment in which they are growing up. Your child is a product of your values, the structure you have provided, and the model you have been. Human nature, however, is such that a parent loses some of his/her ability to remain detached and objective in matters concerning his/hers children's athletics. The following guidelines will help you keep your child's development in the proper perspective and help your child reach his/her full potential as an athlete.

The coach is the COACH! We want your swimmer to relate to his or her coach as soon as possible concerning swimming matters. This relationship between coach and swimmer produces best results. When parents interfere with opinions as to how the swimmer should swim or train, it causes considerable and oftentimes insurmountable confusion as to whom the swimmer should listen to. If you have a problem, concern, or complaint, please contact the coach.

Best kind of parent: The coach's job is to motivate and constructively criticize the swimmers performance. It is the parent's job to supply the love, recognition, and encouragement necessary to make the child work harder in practice, which in turn gives him/her the confidence to perform well in competition. It's not the parent's job to be critical of their swimmer's performance.

Ten and Unders: Ten and Unders are the most inconsistent swimmers and this can be frustrating for parents, coaches, and the swimmer alike. Parents and coaches must be patient and permit these swimmers to learn to love the sport.

Not every time: Even the very best swimmer will have meets where they do not swim their best times. These "plateaus" are a normal part of

swimming. Over the course of a season, times should improve. Please be supportive of these “poor” meets. The older swimmers may have only two or three meets a year for which they will be rested and tapered.

Diet: Swimmers are expected to keep an optimum body weight and percent of body fat. Physiologists have found that female swimmers should be 10-18 percent and males should maintain 4-12 percent body fat for optimum performance. Parents should contribute to the education of proper nutrition and eating habits.

PARENT’S RESPONSIBILITIES

Please make every effort to have your swimmers at practice 15 minutes before the scheduled practice time. This time will allow the swimmers and coach to set expectations for the practice and give them time to stretch and loosen up. Realize that your child is working hard and give all the support you can. Encourage a good diet and sleeping habits. They will serve your children well.

1. The greatest contribution you can make to your swimmer’s progress is to be a loving supportive parent. On page 11 in this handbook is a reprint of an article called “The Ten Commandments for Parents of Athletic Children”. It offers some very useful and sound advice on communication with your swimmer.
2. The following is a transportation policy that is in effect for all functions related to the team:

It is hereby the stated policy of Valley Swim Team Phoenix effective immediately and until either revoked or restated by the Valley Swim Team Phoenix Parent Advisory Committee, that transportation of swimmers and/or coaches to practices, meets, or any other event considered to be a club function by any non-public conveyance, as defined to include privately owned vehicles, is recognized by the Valley Swim Team Phoenix as a purely private agreement between the parties involved and that neither the Valley Swim Team Phoenix nor the Parent Advisory Committee, separately or as a group, except for the parties directly involved can be or will be considered as a party to such arrangement and that any liability in any form arising from such agreement is purely and completely the responsibility of the parties involved.

COMMUNICATION

Telephone Communication – The team uses Calling Post to provide emergency communication, e.g., cancelled or changed workouts. The Board does not want to overuse or misuse this tool and therefore tries to E-mail as much information as possible.

Bulletin Board – The bulletin board outside the locker room will provide meet information in detail and entry summaries for upcoming meets. It is the swimmer or parent’s responsibility to double check each meet entry after it is posted to the website and E-mailed. Mistakes sometimes happen in meet entries, however, it is much easier to correct this prior to a meet

than on the actual day of competition.

E-mail – The team will use E-mail whenever feasible to communicate with its members. This includes sending of newsletters, meet information sheets and schedules, cut times, etc. When contacting the coaches, please be considerate. The best way to speak with the coaches is to meet them after practice. They usually make themselves available for a few minutes to answer questions, provide information, etc. Sending a note to the coach with your swimmer is a good way to get information to them.

PROBLEMS WITH THE COACHES

One of the traditional swim team communication gaps is that some parents seem to feel more comfortable in discussing their disagreements over coaching philosophy with other parents rather than taking them directly to the coach. Not only is the problem never resolved that way, but in fact this approach often results in new problems being created. Listed below are some guidelines for a parent raising some difficult issues with a coach:

1. Try to keep foremost in your mind that you and the coach have the best interests of your child at heart. If you trust that the coach's goals match yours, even though his/her approach may be different, you are more likely to enjoy good rapport and a constructive dialogue.
2. Keep in mind that the coach must balance your perspective of what is best for your child with the needs of the team or a training group.
3. If your child swims for an assistant coach, always discuss the matter first with that coach, following the same guidelines and preconceptions noted above. If the assistant coach cannot satisfactorily resolve your concerns, then ask that the head coach join in the dialogue as a third party.
4. If another parent uses you as a sounding board for complaints about the coach's performance or policies, listen empathetically, but encourage the other parent to speak directly to the coach. He/she is the only one who can resolve the problem.

THE TEN COMMANDMENTS FOR PARENTS OF ATHLETIC CHILDREN

Reprinted from “The Young” Athlete by Bill Burgess

- I Make sure your child knows that – win or lose, scared or heroic – you love him/her, appreciate their efforts and are not disappointed in them. This will allow them to do their best with fear of failure. Be the person in their life they can look to for constant positive reinforcement.
- II Try your best to be completely honest about your “child’s” athletic ability, his/her competitive attitude, their sportsmanship, and their actual skill level.
- III Be helpful, but do not coach him/her on the way to the pool or on the way back, or at breakfast and so on. It is tough not to, but it is a lot tougher for the child to be inundated with advice, pep talks and often critical instruction.
- IV Teach them 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 competition, for trying hard, for having fun.
- V Try not to re-live your athletic life through your child in a way that creates pressure; you lost as well as won, you were frightened, you back off at times, and you were not always heroic. Do not pressure your child because of your 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 bad. If he/she is comfortable with you – win or lose- he/she is on their way to maximum achievement and enjoyment.
- VI 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.
- VII Do not compare the skill, courage, or attitudes of your child with other members of the team.
- VIII Get to know the coach so that you can be assured that his/her philosophy; attitudes, ethics and knowledge are such that you are happy to have your child under his/her leadership.
- IX Always, remember, that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before over-reacting.
- X 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 a means of doing something in spite of fear of discomfort.

Section C - Parents Responsibilities

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."

Section D – Board and Financial Information

PARENT ADVISORY COMMITTEE

In the current reformation of Phoenix, the administrative functions of the team are overseen a Parent Advisory Committee. The Parent Advisory Committee meets regularly and provides all decision making for the team along with the head coach.. .

COMMITTEE JOB RESPONSIBILITIES

The committee delegates responsibilities among its members for the benefit of the team. This includes:

- Conducting Meetings, counseling coaches, committee members, membership, delegating authority and responsibility, locating/organizing pool availability.
- Communication with coaches and parents,
- Swim meet schedules and entries
- Registration with USS, coaches, swimmers; publishing team roster
- Payroll/benefits
- Budgets, filing taxes, paying bills, maintaining receipts
- Financial Reports
- Collecting fees and dues
- Maintaining business records, recording minutes of meetings and distribution;
- Sending Thank You Notes, gifts, and maintaining historical records
- Team mailings and handbook maintenance

TEAM FEES

The current team fees are:

1. The yearly registration fee when you join the club is \$150.00 per swimmer when joining from September 1st through August 18th. This fee is non-refundable.
2. The commitment to Valley Swim Team PHOENIX is for either 7 months or one year of swimming.
3. Swimming fees are as stated on the following page.
4. Characteristic of any business, VSTP expenses begin on the first day of every month. An account is set up through TeamUnify to automatically draft the fees on the first of each month. This account can be tied to either a credit card or debit card.

5. It is the responsibility of the member to notify the Committee of intention to terminate, or cancel a team membership using the form on our website. Failure to notify the treasurer may cause a member to be unnecessarily billed for monthly dues. If a member quits the program or is dropped from the program because of overdue bills, overdue and current account balances are immediately payable in full

ENTRY FEES

At the beginning of the season the coaches will select which meets we will be attending. All billing for events is handled through the Team Unify system and is charged at the next billing cycle after the meet.

INSURANCE

It is required of all VSTP swimmers that they have a current United States Swimming (USS) membership. This membership not only supports swimming throughout the country, it also provides very important accident and medical insurance for every swimmer and every club/team.

Each swimmer is covered at any organized practice of VSTP and every competition that is USS sanctioned. A summary of the coverage is listed below. If you wish to see a whole insurance summary pamphlet, please contact a board member.

This membership fee is included as part of your registration fee paid when you joined the team. USS has adopted two major insurance programs.

1. Secondary Accident Medical Protection
2. A self-funded Liability Insurance Program

These two programs are intended to provide reasonable protection for USS athletes and clubs while stabilizing the cost.

EXCESS ACCIDENT MEDICAL INSURANCE DESCRIPTION OF COVERAGE

<i>Carrier:</i>	Mutual of Omaha Insurance Company
<i>Policy Number:</i>	T5MP-SP-35054
<i>Policy Term of Coverage:</i>	January 1, 2010 – January 1, 2011
<i>Eligibility (Who is covered):</i>	All registered USA Swimming Members and any other Officer/Board Member of United States Sports Insurance Company
<i>When Coverage Starts:</i>	Coverage is a benefit of membership in USA Swimming. Coverage begins upon receipt of the completed membership application form with appropriate fee and acceptance by the LSC Registration/Membership Chair or its designee

Section D – Board and Financial Information

When Coverage Is In Effect Insured's are covered while participating in United States Swimming, Inc. (USA Swimming) supervised, sponsored, sanctioned or approved:

- Competitions, meets or events;
- Scheduled organized practice sessions;
- Social and fund raising activities; and
- Organized (Coach or Swim Club Official arranged), supervised travel to and from sponsored and sanctioned events, competitions, meets or supervised practice sessions.
- OVC events for USA Swimming Officials only.

LIABILITY INSURANCE PROGRAM

General Liability

Insurance Company: Lexington Insurance Company

Policy Number: 1638683

Policy Term: December 31, 2010 to December 31, 2011
12:01 a.m. Mountain Standard Time

Who Is Insured?

- USA Swimming
- USA Swimming Local Swimming Committees
- Additional Named Insured
- Any USA Swimming Member Clubs for Insured Activities
- Any member of USA swimming or volunteer, for Insured Activities. Insured Activities are defined below.

Coverage:

Coverage is provided under the USA Swimming General Liability policy for any USA Swimming member, local member club, or volunteer for insured activities only, for:

- Claims of negligence against an Insured, by participants, or any other person, for bodily injury, property damage or personal injury for Insured Activities. (defined below)
- Limited Contractual Liability for claims arising from a written contract for Insured Activities. Coverage is only provided for claims resulting from the negligence of the insured.

Limits:

The limits of coverage provided for bodily injury or property damage are:
\$2,000,000 for each occurrence
\$4,000,000 in the aggregate (total for any one policy year)

Section D – Board and Financial Information

\$2,000,000 in the aggregate for Products/Completed Operations
\$ 100,000 Fire Legal Liability-Each Fire
\$1,000,000 Personal/ Advertising Injury in the aggregate

EQUIPMENT / UNIFORMS Some equipment is optional depending on USS Swim Meet participation, etc.

Team suits, caps, t-shirts etc. will be available for order within one month after registration. A team fitting will be scheduled for this time at the pool.

COMPETITIVE STROKES

The four competitive strokes are (1) freestyle, (2) backstroke, (3) breaststroke, and (4) butterfly. Events are held in all of the competitive strokes at varying distances depending on the age-group of the swimmer. In addition, there is a combination of the strokes swum by one swimmer called the individual medley. Other swimming events include relays, which are a group of four swimmers who either all swim freestyle (freestyle relay) or each swim one of the competitive strokes in the order of backstroke, breaststroke, butterfly and freestyle (medley relay).

SWIM SEASONS

The swim year is divided into two seasons. The winter or Short Course season runs from mid-September to end of March. The meets are held in a 25-yard pool. The summer or “Long Course” season runs from early April to mid-August. Meets are held in 50 meter pools (Olympic size).

LEVELS OF ACHIEVEMENT

There are seven different age-group classifications recognized by United States Swimming (the governing body of the sport): 8 – Under, 10 – Under, 11-12, 13-14, 15-16 and 17-18. Not all age group classifications are offered at every swim meet. The swimmers age on the first day of a meet will govern the swimmers age for the entire meet.

Within each age group, there are different nationally recognized levels of achievement based on times. All swimmers begin as “C” swimmers. As they improve, they advance from “C” to “B”, “BB”, “A”, “AA”, “AAA”, “AAAA”, and ultimately top 16. USS publishes the times required for each ability level each year. This permits fair, yet challenging competition on all levels.

In some cases, a swimmer may be in a different class in each stroke. An example: a “C” breaststroke time, a “B” freestyle time, and an “AA” backstroke time.

Some swim meets set certain qualification standards. In order to swim in a certain classification, a swimmer must have achieved the qualifying time for that particular classification.

LEVELS OF SWIM MEETS

Regular Meets: These meets generally do not have any qualification time standards. Most of the time these meets offer each one of the competitive strokes in the two distances offered for each group. Each swimmer is usually allowed to enter from 3-5 events per day.

Qualification Meets: These meets have some type of qualification time standard(s) that a swimmer must meet in order to enter the meet.

LSC Championship: At the end of each short course (winter) and long course (summer) season, an LSC Championship meet is sanctioned by Virginia Swimming, the governing body of swimming in the state of Virginia. Virginia Swimming sets the qualifying time standards for these championship meets. Generally, the standards fall between the national “A”

and “AA” time standards. There are two championships held each season: the Age Group Championship for swimmers 14-Under and the Senior Championship is open to any swimmer in the state who has met the qualifying standards regardless of age.

Zone Championship: After the LSC championships are held, a swimmer may qualify to participate in the Eastern Zone Championship by swimming a national “AAA” time. This is an all-star meet where swimmers compete as a member of the North Eastern Zone team competing against other LSC’s.

MEET SCHEDULE

Each season’s meet schedule is distributed at the outset of the season.

1. The meet schedule is established with the expectation that swimmers will attend every meet possible; however it is not mandatory to attend meets. One can also choose to enter only one day of a two or three day meet.
2. On an average, we want all team members to compete once every three to four weeks. The meet schedule is established with this philosophy in mind.
3. As a general rule, we try to avoid attending meets on consecutive weekends. In the event this occurs we encourage swimmers to attend only one of the meets. The swimmer may attend both meets with concurrence of the coach.
4. The coaching staff reserves the right to make the final decision concerning meets VSTP swimmers may attend.

PHILOSOPHY OF COMPETITION

VSTP engages in a multi-level competition program with United States Swimming that like our training program, attempts to provide challenging, yet success-oriented competitive situations for swimmers of all ages and abilities. The following policies outline our philosophy.

1. We emphasize competition with oneself. Winning ribbons, medals, or trophies is not our main goal. Even if the swimmer finishes first, but has swum poorly in comparison to his/her own past performances, he/she is encouraged to do better. The individual’s improvement is our primary objective.
2. Sportsmanlike behavior is of equal importance to improved performance. All the coaches teach swimmers how to behave like a champion whether the swimmers have a “good” or a “bad” swim. Respect for officials, congratulations to other competitors, encouragement to teammates, determined effort, and mature attitudes are examples of behaviors praised and rewarded by the VSTP coaching staff.
3. A swimmer is praised for improving his/her stroke or time. It is the

coach's job to offer constructive criticism of a swimmer's performance. It is the parent's responsibility to provide love and encouragement that bolsters the swimmer's confidence along the way.

4. Swimmers are taught realistic, yet challenging goals for meets and to relate these goals to practice to direct their training efforts.

5. Swimmers are prepared and encouraged to compete in all swimming events, distances and strokes. This policy promotes versatility and encourages the swimmer to explore his potential in the wide range of events offered in competitive swimming. Oftentimes, a swimmer's "best" stroke changes as they mature and his/her body goes through physical changes.

SWIM MEETS

Swim meets are a great family experience! They're a place where the whole family can spend time together. Listed below are some very in-depth guidelines geared to help you through your first couple of swim meets. It may seem a little overwhelming, but we tried to be as specific and as detailed as we possibly could. If you have any questions, please ask your coach or other parents.

BEFORE THE MEET STARTS

1. Arrive at the pool at least twenty (20) minutes before the scheduled warm-up time. This time will be provided via email a couple days prior to the meet.

2. Upon arrival, find a place to put your swimmer's blankets, swim bags, and/or sleeping bags. The team usually sits in one place together, so look for some familiar faces.

3. Purchase a heat sheet from the host team that lists the event, heat, and lane your swimmer is in. Your swimmer will write this information with a permanent marker on their arm. Heat sheets are usually available for sale in the lobby or concession area of the meet. Heat sheets generally sell for a couple dollars per day. It lists all swimmers in order of "seed time". When the team entry is sent in, each swimmer and his/her previous best time in that event 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.

4. Have your swimmer find his/her coach on deck at a predetermined location.

5. Your swimmer now gets his/her cap and goggles and reports to the coach for warm-up instructions. It is very important for all swimmers to warm-up with the team. Swimmer's bodies are just like cars on a cold day – they need to get the engine going and warmed-up before they can go all out.

6. After warm-up, your swimmer will go back to the team area until the

next 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.

7. The meet will usually start about 10 – 15 minutes after warm-ups are over.

8. According to USS rules (because of insurance purposes), parents are not allowed on deck unless they are serving in an official capacity. Similarly, all questions concerning meet results, an officiating call, or the conduct of a meet should be referred to the coaching staff. They, in turn, will pursue the matter through the proper channels.

Meet Starts

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 they may have to wait awhile.

2. A swimmer's event number will be called, usually over the loudspeaker and he/she will be asked to report to the area behind the blocks. Swimmers should report with his / her cap and goggles already on. Generally, girl's events are odd-numbered and boy's events are even-numbered. Example: "Event #26, 10-Under Boys, 50 freestyle".

3. The "Clerk of Course" area is where all swimmers check in before the warm-up. This is sometimes utilized for younger swimmers to assist them getting to the blocks.

a. Your coach may help notify your swimmer when their event is coming up; however, they may be focusing on other swimmers in the water. It is extremely important to stay in the team area. Watch the board to know when your swimmer's event is coming up. Your swimmer is ultimately responsible for ensure they swim their events.

b. When there is a clerk of course the clerk will usually line up all the swimmers and take them down to the pool in the correct order.

c. There will be no cards to hand to the timers. The timer already has your information on their clipboard.

d. You can expect at least 4 – 8 heats of each event.

4. The swimmer swims their race.

5. After each swim:

a. He/she is to ask the timers (people behind the blocks at each lane) his/her time.

b. He/she should go immediately to their coach. The coach will ask him/her their time and discuss the swim with the swimmer.

- c. Generally the coach will follow these guidelines for discussing swims:
 - Positive comments or praise
 - Suggestions for improvement
 - Positive comments
6. Things you as a parent can do after each swim:
 - a. Praise your child. The coaching staff will discuss technique. You need to tell him/her how proud you are and what a great job he/she did.
 - b. This is another good time to check out the bathroom, get a drink, or something light to eat.
 - c. The swimmer now waits until his/her next event is called and starts the procedure again at the "Clerk of Course".
7. When a swimmer has completed all of his/her events, he/she and their parents 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 in a relay. It is not fair to the other swimmers who may have stayed to swim on a relay where your swimmer is expected to be a member, and he/she are not there.

What Happens If Your Child Has A Disappointing Swim

If your child has a poor race and comes out of it feeling bad, talk about the good things. The first thing you say is, "Hey that is not like you. You're usually a top swimmer." Then you can go one and talk about the good things your child did. You never talk about the negative things.

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.

What To Take To The Meet

1. Meet suit, cap and goggles.
2. Towels - at least two.
3. Something to sit on, Example: sleeping bag, old blanket, or anything comfortable. The swimmers will be spending a lot of time there.
4. Sweats - one or two, remember they will get wet
5. T-shirts - two or three, same reason as above - including team shirt
6. Games, travel games, coloring books, video games, cards etc.

7. Each swimmer is usually allowed to bring in one small cooler. Remember to pack nutritious drinks and snacks (see list on website.)

Once you have attended one or two of these meets, this will all become very routine. Please do not hesitate to ask any other VSTP parent for help or information.

These meets are a lot of fun for the swimmers. He/she gets to visit with their teammates, and meet kids from other teams. He/she also gets to "race" and see how much he/she has improved for all the hard work put in at practice.

SPECIAL PARENTS NOTE

The pool area is usually very warm. Make sure you dress appropriately. You might also want to bring some folding chairs.

VERY BASIC SWIMMING RULES

1. The swimmers are not allowed a false start. If they jump the start and the starter thinks they are trying to get an advantage (whether intentional or not it does not matter), they will be taken out of the race. This is not like the Olympics where they are allowed two false starts.
2. Occasionally swimmers are disqualified during their event. These disqualifications are used as learning opportunities for the swimmers.
3. All events, other than backstroke or Medley Relay's use a dive over start, which is when the next event starts prior to the swimmers leaving the pool.
4. For relays, the swimmer's feet may not leave the blocks at the start until the previous swimmer has touched the wall.
5. No matter how poorly your swimmer feels they have performed in an event, it is important they complete the event.

OUT OF TOWN MEETS

Trips to meets in other cities become an important aspect of a swimmers career while advancing through the age group ranks. VSTP has established the following policies for the safety of the swimmer and peace-of-mind of parents:

1. Parents are responsible for arranging transportation. Do not ask your swimmer to handle this task.
2. Parents are encouraged to attend out-of-town meets with their swimmers and to chaperone other swimmers. These trips can be great fun for parents and swimmers alike.
3. A coach has too many responsibilities to the entire team to accept responsibility for an individual swimmer. Therefore, do not ask a coach to provide transportation.

Section E - Swim Meets

4. Any swimmer riding in a car is responsible to the parent/driver for his/her behavior.
5. A medical release and emergency phone numbers should be given to the parent/driver with whom your swimmer is riding in case emergency medical treatment is required.
6. An appropriate contribution is expected from each passenger to help defray gasoline costs and other related expenses.
- 7.

TERMS AND CONDITIONS FOR PARTICIPATION

VALLEY SWIM TEAM PHOENIX

1. The yearly team registration fee and United States Swimming (USS) registration fee are not refundable and must be paid prior to the swimmer entering the water. New swimmers to the VSTP may participate for a maximum of one week prior to payment of the registration fees.
 2. When a swimmer is moved from one group to another, he/she must pay the monthly fee for the highest group in which they participate. Whenever possible this will be done at the beginning of a month to limit confusion.
 3. Meet entry fees are in addition to training fees. An account with a valid credit card/debit card is established with the Team Unify system to handle these transactions.
 4. Each parent and swimmer is responsible for reading and understanding the contents of the VSTP Handbook. Please see page 30 (Appendix D).
 5. Please refer to your parent contract for terms of payment etc.
-
1. Our team could not exist without parent volunteers. Each family is requested to volunteer a 8 hours per hosted meet. If this commitment is not met, then a Volunteer fee of \$100 for each meet will be assessed.

VALLEY SWIM TEAM PHOENIX
PARENT ADVISORY COMMITTEE

2014-2015

Jessica De Jong
jepdejong@comcast.net
(540) 303-1355

Amy Sarch
amysarch@hotmail.com
(540) 398-7308

John Schroer
JSchroer@woodmark.com
(540) 303-3469

Greg Jones
gregj@comsonics.com
(540) 560-7048