



2017 – 2018 SPDY Swimming Table of Contents

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1. INTRODUCTION



1.1 WELCOME TO THE SPDY SWIMMING FAMILY

The YMCA of Stevens Point offers a competitive age group swimming program for our members. SPDY (**S**tevens **P**oint **D**olphins **Y**MCA) supports various opportunities including structured group practices, competitions, and social events. The team mirrors the YMCA philosophy to provide a fun learning environment along with a competitive atmosphere. Our purpose is to help our swimmers enjoy the sport while working to achieve their goals.

1.2 YMCA Swim Team: Who Are We?

SPDY operates under the authority of the YMCA of Stevens Point and YMCA of the USA. We also participate in USA Swimming activities, functions and meets.

Coaches develop practice routines for each group based on their skill level, age, and abilities. We feel being a member of a team develops many enduring life skills such as: self-discipline, sportsmanship, team identity, confidence, persistence, responsible behavior, goal setting and time management. Swimmers learn to accept winning with humility, defeat with dignity and strive to try harder. We exist to benefit **ALL** children interested in training and competing against others and themselves.

Everyone involved in the delivery of the program plays a critical role in our success. YMCA leaders, Coaches and Parents assist our swimmers in their development by building positive relationships, acting with integrity and leading by example. We are only as successful as the sum of our parts.

2. YMCA & SPDY TEAM PHILOSOPHY AND OBJECTIVE

2.1 YMCA Philosophy

The Y's core values serve to unite its members with a common cause; a shared belief and common principles to guide our behavior, interactions with each other and decision making. This is demonstrated through YOUTH DEVELOPMENT, HEALTHY LIVING AND SOCIAL RESPONSIBILITY. These standards bring the Y to life.

Thus the YMCA Aquatic Program's central objective: "To develop human potential" is more than a slogan, it's our purpose. We teach more than competitive strokes, we strive to find ways to motivate our swimmers and their families to develop in mind, body and spirit. We believe strong relationships are one of the cornerstones of health and well-being, and few relationships are as important as those between parents and their children. The SPDY swim team will help foster those relationships.

2.2 SPDY SWIM TEAM COACHING PHILOSOPHY

The coaching staff, under the direction of the head coach, provides an environment in competitive swimming that will give athletes an equal opportunity to develop as individuals and prepare them for the challenges and rewards of life. The staff stresses the values of discipline, commitment, hard work and responsibility.

Our Staff utilize goals as a key component in practice. Whether learning a new stroke, completing a new set, qualifying for State or becoming a National Champion, the coaching staff is responsible to prepare our swimmers to be the best they can be in and out of the water. We feel what swimmers learn in the pool and on deck can apply in other aspects of life. We encourage our advanced swimmers to become positive role models for the younger groups and are excited when they start showing an active interest in serving as teachers and mentors for our newest members.

2.3 SPDY SWIM TEAM OBJECTIVES

SPDY Swim Team Objectives include:

- To furnish a wholesome, worthwhile, and safe physical and recreational outlet.
- To provide an opportunity to learn fair play, sportsmanship, teamwork and leadership.
- To provide the opportunity to develop new friendships.
- To provide the opportunity to travel and compete.
- To help individuals develop a sense of accomplishment and achievement.
- To have **FUN**

The Goals we establish with your swimmer gives them something specific to work towards, motivates them to develop their skills and offers a way to evaluate their progress. Goals take on many different forms and are different for each swimmer.

The TEAM's goal is to help each swimmer set and attain individual goals tailored to their abilities and level of commitment. We don't just "swim laps". We work every day to improve ourselves and our teammates.

3. ABOUT THE SWIM TEAM SEASON

3.1 MEMBERSHIP REQUIREMENTS

Any swimmer able to demonstrate physical and emotional readiness to the coach is eligible to represent SPDY. There are no qualifying times for joining the Team, simply the ability to show desire and dedication to develop personally.

All SPDY swimmers must be full privileged members of the Stevens Point Area YMCA. The National YMCA also requires all swimmers to have their YMCA membership for a minimum of ninety days prior to the YMCA State meet.

Prior to the end of the two week trial for new swimmers or the first practice for returning swimmers a complete annual sign-up package is required for all swimmers. This includes concussion and acknowledgement forms in addition to payment or arrangement of payments for the annual fees.

3.2 LENGTH OF SEASON

The winter season runs from early October to late March while the summer season runs from early May to early August. There is a four week "pre-season" prior to each period. Swimming can be a year around activity with indoor meets during the winter and several outdoor meets during the summer.

Swim meets usually have three to eight teams present and last 5 – 8 hours per day, including warm-ups. Swim meets charge minimal fees to participate. There is additional information regarding swim meets in Section 6 of the handbook.

Participation in Meets

Participation at swim meets is highly encouraged. SPDY is a **COMPETITIVE** Swim Team. Our coaches structure our practices to help each swimmer improve as they swim week to week with a goal of peaking for the YMCA State Meet in March. We participate in approximately 15 – 17 meets during the winter season.

Our team places a major emphasis on certain meets throughout the year and supports 100% participation, if at all possible, with three meets in particular. All swimmers are urged to attend our two home meets (November and January) and the sectional meet held the weekend before the YMCA State Meet (March). Absences from these meets for all eligible swimmers should be rare.

We also typically participate in 3 – 6 meets during the summer season. The summer meets provide our team with opportunities to swim in some outdoor pools and over slightly different lengths.

STATE "Y" MEET QUALIFICATION and SIGN UP

Our team Championship meet of the fall/winter season is the YMCA State Championships, held in March. **This meet has entry qualification standards.** To qualify, a SPDY swimmer must have swam in three YMCA meets prior to the YMCA State Meet. Swimming the two home meets and the sectional meet satisfies this requirement. A swimmer may post their qualifying time for Y State at any meet during the preceding 52 weeks, including the prior year's state meet. Relays qualify by making the minimum time during the same period. Relays may qualify as "intact" or "composite" at the discretion of the head coach.

There are some differences in the sign-up procedures for the Y State Meet. The team will post an entry form on the team website with a deadline of 7:00 PM on the Sunday Night BEFORE the State Meet. You are encouraged to sign-up for the meet early and then update your entry, if necessary, based on swims occurring through the weekend prior to the State Meet. The Head Coach will determine all relays for the State Meet. We EXPECT all team members, who qualify, for the State Meet to attend. This is a team competition and every point is crucial.

3.3 PRACTICES

Practices times are available two to five times per week. Section 3.4 contains information regarding practice expectations and minimum requirements. Our goal in practice is to improve our swimmer's competitive strokes and physical fitness. It's more than just swimming; it's the key ingredient for a successful season.

The Team often uses games and social activities to enhance our swimmer's enjoyment of the program and to further promote the YMCA philosophy. We introduce the importance of training outside of the pool with our Junior group and incorporate scheduled dry land training for our Junior Elites and above.

The expectations and commitment levels are elevated for swimmers in Junior Elites and above. It is our belief athletes improve their skills and endurance in practice. Swimmers in these groups can and will fall behind if they do not attend the required amount of practices on a regular basis.

SPDY Swim Team Practice Policy:

Although the swimmer and their family decide their own level of commitment, **it is mandatory for a swimmer who chooses to attend practice to be on time.** This is out of respect for the coaching staff and fellow teammates. Acceptable reasons for tardiness include doctor's appointments, conflicting school/church schedules and extenuating circumstances. Coaches will discuss the situation with the parents when a swimmer is habitually late. Swimmers who are habitually late to practice after the parents have been consulted risk suspension from practices. Swimmers who participate on the team at the **Junior Elite level and above are subject to minimum practice attendance requirements.**

3.4 TRAINING GROUPS

The coaching staff evaluates our swimmers and places them in a training group. Placement is based upon, but not limited to, the following criteria:

- Does the athlete demonstrate a commitment to the SPDY Swim Team?
- Does the athlete have a positive attitude and maturity to handle increased expectations?
- Can the athlete train successfully at the base intervals used at the next practice level?
- Does the athlete exhibit proficient strokes and the skill required in their current group?

- Is the athlete of a similar age and at the experience level of the next training level to ensure they will fit with the next peer group?

The Head Coach makes the final determination on training group placement based on the recommendation of each group coach. If a parent or their swimmer is upset about their group, please discuss your concerns with the head or group coach. Changes in group assignments are possible based on a reasonable request. The staff is happy to discuss a Swimmers' performance and progress with a swimmer or their family.

The training groups are:

Developmental I:

Introductory group for the SPDY Swim Team; this is for all swimmers new to the sport of competitive swimming. Most swimmers in the group are under the age of 10 and should have had previous swim lesson experience. Swimmers must be able to swim 1 length (25 yards) of both freestyle and backstroke. Swimmers are restricted to practicing a maximum of two of the four sessions offered each week (typically Monday/Wednesday or Tuesday/Thursday). This group spends 100% of the time working on freestyle and backstroke technique and learning breaststroke and butterfly fundamentals. Swim meet participation is encouraged but not required.

Developmental II:

This group is for swimmers 12 and younger who have some swim team experience or many years of swim lessons. Swimmers must have knowledge of all four competitive strokes and must be able to swim both freestyle and backstroke for 2 lengths of the pool (50 yards) without stopping. Swimmers in this group focus on proper stroke technique for all 4 strokes, as well as an introduction to starts (dives) and turns. Swimmers should attend 2-3 practices per week. Swim meet participation is encouraged but not enforced.

Junior:

The Junior group is generally for swimmers 12 and younger. Swimmers wishing to join this group must be able to dive, swim 200 yards of freestyle without stopping, swim 50 yards of each of the 4 strokes legally, and legally swim a 100 IM. Swimmers in this group focus on perfecting all 4 strokes, dives and flip turns, some endurance training, and an introduction to dry land exercises. Swimmers should attend 2-4 practices per week. Swim meet participation is encouraged.

Junior Elite:

This group consists of swimmers 9 and older. Swimmers in this group must meet the training group requirements or must have permission from the coaching staff.

Practices consist of 60% training and 40% technique work, with a focus on race strategy. Swim meet participation is expected. Requirements include the following:

1. Ability to perform all 4 strokes legally.
2. Attend a minimum 60% of practices.
3. Must be able to swim 10 X 50 freestyle on 1:00 intervals.
4. Ability to read the pace clock and keep track of sendoffs.
5. Must have a strong commitment to the team and sport of swimming.

Senior:

This group consists of swimmers 12 and older and must meet group requirements or be granted permission from the coaching staff. Swimmers should have a strong commitment to the sport of swimming and the desire to achieve their maximum potential. Practices focus mainly on training and race strategy, with some technique work. Swim meet participation is expected. Requirements include the following:

1. Be proficient in all 4 strokes.
2. Attend a minimum of 70% of practices.
3. Be able to do 10 x 100 freestyle on 1:35 interval.

Senior Elite:

This group consists of swimmers 14 years and older. This is the top level on the SPDY swim team. Swimmers in this group have shown the commitment to train at the highest level and the interest to swim at the YMCA National level. Swim meet participation is expected. Requirements include the following:

1. Attend a minimum of 80% of practices.
2. Be able to swim 10 x 100 freestyle on 1:20 interval.
3. Demonstrate the ability and commitment to swim at the highest level.

3.5 SWIMMER SUPERVISION

The coaching staff is responsible for the supervision of swimmers on deck during practices and meets. Parents are responsible for the supervision of swimmers when they are off deck including before and after practice (i.e. in the locker rooms) and between events.

The coaching staff has the authority to take disciplinary action toward any swimmer causing problems during practice or during meets. This may include suspension from the practice/meet. Coaches will notify parents when a swimmer is misbehaving. Swimmers who continually misbehave after parents are notified risks suspension from the team.

3.6 SPDY SWIM TEAM HARASSMENT POLICY

No one deserves to be harassed. It is the policy of the Stevens Point Area YMCA Swim Team to maintain a Respectful and Caring environment that is free of harassment. What is Harassment? Verbal or physical conduct that has the purpose or effect of creating an intimidating, hostile, or offensive environment, or interferes with the individual's Swim Team participation, work or learning performance. This

includes threats, pushing, fighting, verbal statements about an individual that makes them feel uncomfortable or lowers their self-esteem, and sexual harassment.

Parents and swimmers need to document all instances of harassment by filling out an incident report with a YMCA staff member. The YMCA Administration will contact all involved parties to resolve any conflicts. Any swimmer who continually is a disciplinary problem risks suspension or permanent expulsion from the team.

4. RESPONSIBILITIES FOR SWIMMERS

4.1 SWIMMER'S RESPONSIBILITY AS TEAM MEMBERS

- ❖ Follow the Swimmer's Code of Conduct;
- ❖ Demonstrate YMCA Core Values;
- ❖ Be on time;
- ❖ Bring to practice the items you need: swim goggles, swim cap, water bottle and the appropriate clothing needed when doing dry land training (Junior Elite & Above);
- ❖ Respect your coaches and team mates;
- ❖ Pay attention and work hard;
- ❖ Be cooperative and respect the rights of others;
- ❖ Set up and take down equipment as necessary/requested;
- ❖ Talk to the coaching staff when questions or concerns arise regarding meet line up;
- ❖ Eat healthy and get plenty of sleep;
- ❖ Manage your time appropriately. Take care of your other responsibilities (i.e. school work) before you come to practice so you can concentrate on your personal development and work toward reaching your goals;
- ❖ Encourage your team mates and cheer them on during races; and
- ❖ **Have FUN**

4.2 SWIMMER'S RULES OF ETIQUETTE AT MEETS

- 👉 Know the rules of the meet, the schedule of events, your event number(s) and if in a relay, your spot on the relay and the stroke you are swimming;
- 👉 Be courteous, respectful, and polite to all officials, coaches, competitors, and hosts;
- 👉 Speak directly with your group coach or the head coach if you feel the need to scratch at a meet. The head coach makes the final decision as to whether or not a swimmer may scratch;
- 👉 Be ready to warm-up as a team when warm-ups begin. Swimmers who are late may be asked to warm-up by themselves and may jeopardize their relay positions;
- 👉 Talk to the coaching staff promptly after each swim;
- 👉 Keep all team areas clean;
- 👉 Arrange, with your parents, your own meals at meets and
- 👉 **Do your best.**

4.3 COACHES' RESPONSIBILITY TO SWIMMERS

- ✓ Coaches will act professionally.
- ✓ Coaches will demonstrate positive reinforcement applying appropriate yardage training.
- ✓ Coaches will give equal and appropriate attention to all swimmers.
- ✓ Coaches will stress start/stroke/turn techniques in practices.

5. RESPONSIBILITIES FOR PARENTS/VOLUNTEER INFORMATION

For our team to continue its success, parents should take an active interest in as many phases of the team as possible. Swim meets, fundraisers, family fun nights and training as meet officials offer volunteer opportunities for parents to help their swimmer and the team as a whole achieve new goals.

Our Swim Parent Association endeavors to support the Y's Areas of Focus to demonstrate the impact we can have on others. We support Youth Development, Healthy Living and Social Responsibility. When a swimmer(s) joins the team, their parents/guardians become members of the Association. As a group, we are here to help the YMCA support the sport of swimming in Stevens Point. An executive committee meets monthly to discuss the needs of the team and to plan for upcoming events. All parents are welcomed and encouraged to attend these meetings. SPDY encourages all parents to look for opportunities to volunteer your time or talents to make our team stronger. Certification as a meet official, leading a family fun night or serving as a coordinator for a car pool for practice are some of the ways you can help the team achieve its goals. One of our primary goals each year is to run successful home meets.

Home meets are the major fundraisers for our swim team. Without the revenue generated at these meets swim team fees would increase by several hundred dollars per swimmer. The only way we can run successful home meets is to have our parents volunteer to help staff them. We have a great facility to host meets and receive outstanding support from our YMCA. The reason for our success comes down to one common component: **OUR VOLUNTEER PARENTS.**

5.1 PARENT'S RESPONSIBILITIES TO THEIR SWIMMER

- Subscribe to and follow the Swim Team's website (www.spdyswimming.org). In order to receive team announcements and access the secured features you must establish a personal login;
- Sign up for meets (via the secured website) and pay fees (at the YMCA front desk) on time. Swimmers will not be able to participate in practice or meets unless fees are paid;

- **New SPDY parents should attend one of the two new parent meetings and the group meeting for their swimmer(s);**
- **Returning SPDY parents should attend any all team or swim group meetings as scheduled;**
- Arrange for swimmers to get to and from practices and meets on time;
- Supply the necessary items for your swimmer(s) to participate such as swim suits, swim caps, goggles, and water bottles;
 - **If you child wears a swim cap during a meet, it MUST be a SPDY cap.** The team supplies each swimmer with a team cap at the beginning of the season. Additional caps are available for purchase from the Head Coach.
 - Team suits are available for purchase from Dive Point Scuba in Stevens Point. A team suit is strongly recommended to present a unified team spirit; however, a technical suit may be worn. If you choose not to purchase a team suit, you are encouraged to wear a suit with SPDY's team colors (blue / black / white) during all meets.
 - The team offers members the opportunity to purchase additional team gear each year. These items, t-shirts, warm ups, hats, etc., are not required but are available for your family.
- Do not talk to the coaches or swimmers during a practice, except in an emergency. Coaches are available before or after practice and via e-mail; and
- Monitor your swimmer's behavior when they are not on the pool deck.

5.2 VOLUNTEER INFORMATION AND REQUIREMENTS

- Follow the parent code of conduct. (Attached)
- **Volunteer hours are required even if your swimmer/s do not participate at home meets. Any family having problems meeting their volunteer hours requirement or with questions is asked to contact one of our Volunteer Coordinators: Ame Gargulak at 715-340-6724 or Kelly Barden at 715-592-5757.**
- **Returning family requirements: A MINIMUM of 15 volunteer hours per family are required to support our two home meets.** Families may choose to satisfy this requirement during a single meet or they may divide it over both meets. By December 1st, an "Hours" account will be available on the team website. Volunteer opportunities are available before, during and after each of our two meets.
- **New family requirements:** SPDY would like to welcome all first year families to our team. We were all in your position at one time. To help new families become accustomed to swimming we only require **7 volunteer hours for families in their first year.** Because we do not host a summer meet, the first year is

considered your first Fall/Winter season. Hours are only available for new families during the meets.

- **Families with High School Swimmer(s):** SPDY swimmers who also swim for the high school are restricted from being an active member of our team during the high school season. SPDY recognizes this commitment and as such, families who have only a high school swimmer/s need only **10 volunteer hours. If the family also has a non high school swimmer active on the SPDY team at the time of a home meet, then that family must meet the full hours requirement of 15.** High school boys swimmers who join SPDY after the high school boys season may be subject to additional swim fees to offset the volunteer commitment met by our other families.
- **Swim Meet Concession Items Donations:** In addition to volunteer hours, we also ask our parents to contribute items to be sold in our concession area during home meets. These donations do not count toward volunteer hours, rather they simply help to offset costs since any items that do not get donated must be purchased using swim team funds. To coordinate donated items sign up on our Team Unify website we simply need to use a time element as place holder hence the .1 hour that shows.
- **Volunteer Hour Reduction Request:** SPDY will consider a Volunteer Hour Reduction in only extreme circumstances. Hour reduction requests must be submitted by November 1 to the Head Coach except in the case of an extreme last minute emergency. **Volunteer hours are required even if your child does not choose to participate during the home meets.** The reduction request form can be found on the team website under the Parents Tab/Team Handbook.
- **Volunteer Sign-up:** All volunteer positions will be posted on the team website. **Registration is taken on a first come, first served basis.**
- **Failure to meet your volunteer hour requirements:** A family must complete all required volunteer hours by the close of the Underdog meet unless you have a pending obligation, i.e. bowling night or the banquet. If a family has not completed their hours, they will be charged **\$25 per hour not worked.** This fee will be charged to your account by August 31st.
- **Volunteer "buyout" option:** If you elect not to volunteer for the swim meets, you have the option of "buying out" your time prior to the start of the season. The early buyout rate is \$15 per hour. If you choose to avail yourself of this option, you need to follow the procedures listed below. **The early "buyout" option rate is not available after November 1st.**
 - On or before November 1st, notify the Head Coach, **in writing**, of your intent not to participate using the waiver form found on the team website under the Parents Tab/Team Handbook.
 - The Head Coach will charge your account \$225 (15 hours X \$15 per hour) upon receipt of your notification.

- After your payment is received, the Head Coach will notify the Volunteer Coordinator of your satisfied obligation.

The team will utilize funds for missed hours and buyout hours to reimburse the YMCA for part time staff necessary to fulfill these obligations. The team will utilize any remaining funds for our coaches' continuing education.

The SPDY swim team hosts two meets each year. Our two-day Fall Invite in November and our two-day Underdog meet in January require over 1,500 man-hours to fully staff. We are simply unable to meet these needs unless everyone participates.

- **Home Meet Volunteer Opportunities:** Home meets have many different jobs you may be interested in undertaking. Times will generally range between 3 and 5 hours. You can register for more than one slot, as long as they are not overlapping. For example if both parents want to time you may sign-up for two timer slots online. If you want to time both sessions you may sign-up for a slot in the am session and one for the pm session. The individual fulfilling the hours does not have to be a family member; however, we ask that all volunteers for required hours be 14 or older. If you have any questions about online sign-up please contact any member of the Executive Board. The sign-up sheet will include a brief description of all positions available.
- **Please consider all volunteer opportunities including positions on the Parent Group's Executive Committee.**

5.3 SPDY COORDINATOR POSITIONS

Coordinator positions are available to parents who are interested in helping to run a small aspect of the team. Time spent for any coordinator positions would not count toward the volunteer hour requirements without prior approval from the Volunteer Coordinator. As the team continues to grow, the need for new parents to step forward and continue the team's success becomes increasingly important.

The purpose of these positions is to remove some of the burden of running a successful swim program from the shoulders of the coaching staff. Every task fulfilled by a parent volunteer is equally proportional to additional time the coaches are on deck training the team. If a parent has an interest in how they can help or simply wish to get more involved with SPDY, please contact the Volunteer Coordinator.

5.4 YMCA / SPDY SWIM PARENT ASSOCIATION

The purpose of the Swim Parent Association is to support the SPDY swim team and the Stevens Point YMCA which includes the following:

- Support for the Coaching Staff
- Running Home Meets
- Organizing Social and Motivational Events
- Promoting the Swim Team
- Fundraising to support swim team expenses
- Supporting and promoting the YMCA Core Values

Members of the Parents' Association (all parents) elect a Parent Board annually at the yearend banquet. The purpose of the Parent Board is to help manage the activities of the Association to ensure we are a support to the team and the YMCA. Neither the Parent Board nor the Swim Parent Association interferes with the functions of the YMCA or its staff. **Our Parents act in an advisory capacity in all matters. The Head Coach/Aquatic Director makes all final decisions.** The Parent Board meets at least once per month and does schedule additional meetings as needed. Election to the Parent Board satisfies the member's volunteer hours. The positions on the Parent Board include the following:

President – Typically elected to the position after serving as a member of the Parent Board during the previous year;

- Arranges and Chairs monthly meeting;
- Meets and collaborates with the Head Coach on meeting agendas and other swim team business; and
- Oversees the affairs of the Swim Parent Association and all sub-committees (as applicable).
- Oversees and assists with all aspects of home meet setup/takedown and monitors the overall meet activities at the Y facility during home meets.

Vice President/Meet Manager

- Shall assist the president; and perform the duties of the President in the event of their absence or disability;
- Manages all team record board updates.
- Organizes and coordinates the meet schedule for home meets;
- Assists the Head Coach in organizing and informing parents of away meets;
- Assists with running the computer room during home meets; and
- Assists the Head Coach in informing the team of results for meets.

Secretary / Treasurer:

- Records minutes of all Association and Committee meetings and distributes via email and website (as applicable);
- Reports to the parents how fundraising monies are spent for the team;
- Monitors the Association's annual budget and long term financial goals;
- Assists in soliciting sponsors for events or special fund raising activities; and
- Orders all awards for the two home meets.

Volunteer Coordinator:

- Solicits volunteers to ensure the participation and support from SPDY;
- Coordinates with the Head Coach, Meet Manager, and Board President the number of volunteers and positions needed for each meet; and
- Works with school groups to help fill “community service hours” as available.

Special Events Coordinator:

- Coordinates and works in conjunction with other volunteers to facilitate various team events; and
- Is in charge of team apparel orders each season; and
- Oversees the set up and clean up of the rest area, staging area, and hallways during our home meets.

Fundraising Coordinator:

- Sets up fundraising activities to raise money to help the swim team; and
- Seeks out new fundraising sources; and
- Sets up and oversees the team picture; and
- Oversees the set up and clean up of the pool deck during home meets.

Concession Coordinator:

- Organizes and coordinates activities for concessions at all home meets; and
- Works with the YMCA to purchase necessary items for concessions.

YMCA Representatives

- Gives guidance and direction to the parent group and acts as a liaison between the Parents and the YMCA executive committee.

The Parent Board of the Swim Parent Association meets monthly and invites ALL parents to attend. Meetings normally begin at 5:30 pm on the first Monday each month at the Y and typically last from 1:30 to 2:00 hours. These meeting offer an excellent opportunity for families to become more involved, learn about upcoming events and have an input on the direction of the program. Some of our ongoing programs include family fun nights, fundraisers at local restaurants, the annual banquet and supporting our SPDY swimmers and coaches.

5.4 PARENT’S RULES OF ETIQUETTE AT MEETS

- Arrive at away meets at least 15 minutes before scheduled warm-ups to allow your child time to find the rest area, locker rooms, change into their suit and find the pool. The team usually sits together in one section of the rest area so look for familiar faces or the SPDY logo;
- Have your swimmer check in with the coach so they know you have arrived;
- Write your swimmer’s event numbers on one of their hands, arm or leg with a marker. Remember to check individual events **and all relays** for your child’s age group. Help them stay aware of the events being called during the meet;

- Supervise your swimmer at meets when they are not on the pool deck.
- Discuss any concerns you have about the officiating and/or meet direction with the coach and let him/her handle any problem that may occur during the competition;
- Respect all coaching decisions regarding the meet line-up. Encourage your swimmer to communicate with the coaching staff if they have questions or concerns regarding the meet line-up;
- Consume food and beverages in proper areas and keep these areas clean;
- Observe the competition from areas designated by the host swim team. Parents typically are not permitted behind the starting blocks or in the area designated for coaches. Most meets do not permit parents on deck.

6. SWIM MEET PROCEDURES

6.1 GENERAL INFORMATION

All information on upcoming meets will be posted on the SPDY website (www.spdyswimming.org). Parents and swimmers should check our site frequently for new information. The SPDY web site, hosted by Team Unify, offers free mobile applications for smart phones and tablets to help you keep up with the team.

Parents can log in to their family account on the team website to see what events their child will be swimming a few days prior to each meet. At this time you will be able to see if your swimmer is part of any relays, as well as checking on individual events. Competition is usually conducted by age groups: 8 and under, 9-10, 11-12, 13-14, and Open. Note: In YMCA competition, the swimmers age as of December 1 of the current season determines age group unless otherwise posted in the meet announcement.

Swim meets occur on weekends (mostly Saturdays however we also attend two day meets and a few three day (Friday evenings) meets). When you are going to a swim meet, make sure you **PLAN AHEAD**. An average family going to a swim meet will bring the following:

- For Swimmers:
- Sleeping bag / Blanket for rest area
 - Sweats or warm-ups to wear between events. It is important to stay warm as the rest areas can be cool and swimmers will be wet.
 - Two or more towels.
 - Swimsuits, Goggles and a SPDY cap (if you wear a cap in competition). Extra Goggles and an extra SPDY cap are encouraged because they can and do break at times.
 - Healthy snacks and drinks or money for concessions.
 - Games, books and/or electronic devices for in-between events

LABELED EVERYTHING WITH THE SWIMMER'S NAME AND SPDY

- For Parents:
- Directions to meet and time of warm-ups
 - Cooler clothing for when in the pool area (it can get warm).
 - Chair for the rest area and a book / newspaper etc.
 - Sharpie marker for writing your swimmer's events on their hand/arm/leg/etc.

The day of the meet: When you arrive at the meet you will first find a spot to lay out your bags/blankets in the designated rest area. Next you will help your swimmer find the locker room and pool area for warm-ups. Each team will have a scheduled warm-up time before the meet begins. Each swimmer is required to warm up with the rest of the team at that time only. For the swimmers safety, swimmers need to be on time

for warm ups. After warming up and in between events, swimmers can go to the rest area to relax or play quiet games. Please, no balls or horseplay.

Parent will want to purchase a heat sheet if it was not available before the meet that will list all of the events and swimmers. Each event has a number, which indicates the order in which that event is swam during the meet. Swimmers should write their event numbers in marker on their hand, arm or leg before a meet to help them be ready when the event is called.

Sample of what to write on a swimmer

E H L *This tells the swimmer they are swimming in event 7, heat 4, lane 6.*
7 4 6 - 25 FR *The event is the 25 freestyle.*

Events are usually called by an announcement or shown on a scoreboard in the rest area. Each swimmer is responsible to know when events are called.

When the swimmer's event is called; most 10 and under swimmers go to a staging area where they are seeded in the order of their assigned heat and lane. Parents please see that your children are in the staging area on time. Don't wait until the last minute. Just before the event, swimmers are moved into the pool. They can sit or exercise lightly until they are asked to move behind their appropriate lane.

As the previous heat ends, three short whistle blows signal the swimmers behind the block to prepare to swim. The starter will signal, with a long whistle, when the swimmers should step onto the starting block. The command, "swimmers, take your mark," signals swimmers to get into starting position. A gun or electronic starter signals the race's start.

6.2 PARTICIPATION AND ATTENDANCE AT MEETS

As noted earlier, although encouraged to various degrees at the different levels, participation in meets is purely voluntary. However, when a swimmer and their family commit to attending a meet by signing up on the team website, the team anticipates you will be there and be on time.

The coaching staff assembles relay teams based on the swimmers signed up for the meet. **UNLESS THE HEAD COACH RECEIVES AN EMAIL FROM THE SWIMMER'S PARENT/GUARDIAN PRIOR TO THE ENTRY DEADLINE, YOU MAY BE ENTERED INTO A RELAY EVENT.** If you arrive late for warm-ups and have not notified the coaching staff, the swimmer may lose their relay spot(s). If you do not participate in a meet you have committed to or arrive late for warm-ups and the coaching staff is unable to find a replacement swimmer for your relay team(s), the swimmer may be subject to the entire relay team entry fee impacted by the attendance issue. Please note the following examples:

A: Small Meet

At a small meet only 4 9-10 male swimmers sign up. SPDY is able to enter two relay teams (a 200 Freestyle and a 200 Medley). One of the four swimmers does not show up. That swimmer would be subject to paying both relay entry fees unless the absence is excused by the Head Coach.

B: Large Meet

At a large meet 16 9-10 female swimmers sign up. Due to abilities, SPDY is able to enter 4 200 Freestyle relay teams and 3 Medley relay teams. One swimmer does not show up who was scheduled to swim with the B relay teams for both events. The team is able to replace the swimmer for the Medley relay because extra swimmers are available; however, there are no extra swimmers available for the Freestyle relay. Swimmers would "bump" up to the B relay team; however, the D relay team would scratch. The swimmer would be subject to paying the relay entry fee for the D Freestyle relay unless the absence is excused by the head coach.

6.3 PURPOSE OF MEETS

The swim meets we attend give our swimmers the opportunity to utilize the skills and abilities they've obtained during practice. Everyone is eligible and encouraged to compete. Qualifying times for State and National level meets must be obtained during a recognized meet.

Our team utilizes its central location to keep most travel costs to a minimum. In addition to our two home meets, we participate at meets in Wausau, Marshfield, and Wisconsin Rapids. We still travel to meets from Door County to La Crosse and from Eau Claire to Milwaukee; but we provide our team an opportunity to swim multiple meets each year where you are never more than 50 miles from home.

In addition to our home meets, two additional meets are strongly emphasized by our program:

YMCA Sectional Meet (Normally the 2nd weekend in March)

This meet provides an opportunity for our swimmers to swim in their final meet as a full team each season. All swimmers are strongly encouraged to attend this meet held in Wausau.

YMCA State Meet (Held the following weekend in March)

There are qualifying times that a swimmer must achieve before "going to state" and these times are updated each fall. The qualifying period is from the Friday of the previous year's state meet until the Sunday of the weekend before State. Qualifying times are posted on our website and are available on the training pool deck.

Y Nationals: Swimmers may work towards achieving national time standards that will qualify them for a spot at a Y National meet. Spring and Summer national championship meets are typically held in April and at the end of July – early Aug. If enough members from the team qualify, relays may be organized. Swimmers may participate in four individual events and four relays. Swimmers who qualify and swim at a National meet are given a SPDY National Team warm up that is theirs to keep purchased by the Y or Parent Board Booster account.

USA Swimming Option:

All SPDY swimmers have the option of becoming members of USA Swimming and it is strongly encouraged for swimmers at or above the Junior Elite level. In order to join USA Swimming, you must complete a registration form (available from the head coach or the Wisconsin USA Swimming website). There is an additional fee with this membership. The USA Swimming membership year begins January 1st. As our team continues to grow, our increased participation in USA Meets will offer our swimmers new pool locations in different parts of the State, fresh challenges and additional championship level meets to attend. Having a winning team in the water for large YMCA meets will remain our primary focus; however, as the core of our team matures, this is a natural step of progression.

6.4 Composition of SPDY State Team

Participation at the YMCA State Meet is limited to Swimmers who have achieved a qualifying time at any sanctioned meet beginning with the previous year's state meet through the weekend before the current year's state meet. In addition to individual events, the state meet offers various relay events based on the age of the swimmers. At SPDY, our goal is to maximize our point potential at the State Meet. This involves creating as many eligible and available relay teams as possible. Our primary method of creating State relay teams is through the utilization of composite times. For example our fastest backstroke, breaststroke, butterfly and freestyle swimmers for a given age would comprise SPDY A for the medley relay. However, the presence of a minimum time requirement and entry limitations (each YMCA is allowed no more than three relay teams per event) at the State Meet makes the selection process somewhat different than the composition of relay teams during a normal meet. As such, the Head Coach reserves the right to modify the relay selection process after speaking to the families of the affected swimmers. Swimming is a team sport and the goal of the coaches and the team is to put the strongest group on the blocks and in the water.

7. SWIM TEAM RECORDS AND RECOGNITION

7.1 SPDY Records

Records for the SPDY Dolphins are posted on the swimming record board in the main pool and on-line. SPDY recognizes its records by Age for all individual and relay events.

The divisions are: 6 and under, 7 – 8, 9 – 10, 11 - 12, 13 - 14, 15 – 18 and Open. A swimmer's age used for record keeping is as of December 1st of the current YMCA season. The YMCA season begins and ends September 1st.

Swimmers must represent the Stevens Point Area YMCA in competition in order for a record to qualify. SPDY does not recognize Butterfly, Backstroke, Breaststroke or Medley records established during a "Freestyle" event. Recorded events are limited to events available for a swimmer to swim at YMCA State. For example, SPDY does

not recognize 25 Freestyle as a record for swimmers 9 years old and above because a 9 year old cannot swim the 25 Freestyle at State. SPDY does not recognize ties to established records. In order for a time to be recorded, the swimmer must Break the record.

Lead-off relay splits from any meet will ONLY be entered into the team records if they are printed in the Official meet results. The coaching staff will notify a swimmer if they have broken a record. SPDY recognizes the Swimmer's Name and Year on the Board.

7.2 Annual Awards and Recognition

During the yearend banquet, the Coaching Staff and Parent Association recognize the Team and its Individual Members for accomplishments made during the season. National Team, State Meet Qualifiers, New Team Records and in some cases swimmers who have simply made the deck a happier place to be are congratulated for their efforts and achievements. The Parent Association presents members of the team, **who participate at State**, a plaque or year tab, as applicable, recognizing their accomplishment.

8. SWIM TEAM PRIVATE LESSONS

Swim Team Private Lessons are available EXCLUSIVELY to SPDY Team members. A lesson is 30 minutes long and costs \$18.00 / 4 lessons \$68.00. To arrange for private lessons the participant's family must contact the coach they wish to receive a lesson from. Once the Head Coach/Aquatics Director has approved the agreed upon time and confirmed pool availability, the swimmer must purchase a punch card at the Front Service Desk. Due to limited availability, swimmers who fail to attend a scheduled lesson are subject to charges for the missed session.

Resources on the Web:

SPDY SWIMMING WEBSITE: www.spdyswimming.org

WISCONSIN YMCA Swimming: www.wisconsinymcaswimming.org

USA Swimming: www.usa-swimming.org

Wisconsin Swimming: www.wisconsinswimming.org

9. CONTACT INFORMATION

Eric Demrow
 Aquatics Director / Head Swim Coach
 (715) 342-2980 Ext 327

Parent's Association – Executive Committee Members

First	Last	Position	E-Mail	Cell#	Home#
Jon	Scharbarth	President	scharby@charter.net	715 340-3517	715 295-9704
Shelley	Raczek	V Pres/Meet Manager	msraczek@mtc.net	715 383-5338	715 693- 0082
Jen	Stupar	Sec / Tres	jbstup@charter.net	715 347-2152	715 344-3762
Kelly	Barden	Volunteer Coordinator	mkbarden06@outlook.com	715 340-0973	715 592-5757
Ame	Gargulak	Volunteer Coordinator	amegargulak@gmail.com	715 340-6724	715 341-6724
Michelle	Kort	Special Events	jamkort@hotmail.com	715 630-8654	N/A
Katie	Johnston	Special Events	kdjohnston@gmail.com	715 572-2171	N/A
Jean	Kubowski	Concessions	kubowski@g2a.net	715 347-6564	715 345-0564
Shari	Summers	Fundraising	ssummers121@gmail.com	715 630-4043	N/A
Adam	Meshak	YMCA Rep	ameshak@spymca.org	715 347-7707	N/A

SPDY Swimmers Code of Conduct

As a member of the Stevens Point YMCA Swim Team, you are required to follow a certain code of conduct both at practice and at swim meets. The YMCA expects all of its members to demonstrate the four core values (Caring, Honesty, Respect and Responsibility) at all times. The following are rules and guidelines that are expected of all team members:

1. The use of drugs, alcohol, tobacco and any other illegal activities is strictly prohibited;

2. All team members must treat all facilities and facility employees with respect;
3. Physical and/or verbal abuse of other teammates or competitors will not be tolerated;
4. All team members must display proper respect, honesty and sportsmanship toward all coaches, officials, administrators, teammates and parents; and
5. All athletes are expected to give their very best effort at practices and meets.

Consequences:

Any coach, swimmer or parent may report a violation of the code of conduct. All rules violations must be brought to the attention of the head coach. The following consequences will be issued based on the severity of the issue at the discretion of the head coach.

1. Verbal Warning.
2. Second verbal warning and meeting with swimmer, parent and head coach if head coach deems it necessary.
3. Suspension from practices and meets for a given amount of time along with a required meeting with swimmer, parent and head coach.
4. Meeting with swimmer, parent, head coach and YMCA administrator to discuss possible expulsion from the team.

SPDY Parent Code of Conduct

As a parent of a swimmer on the Stevens Point YMCA Swim Team, you are required to adhere to a certain code of conduct, similar to that of the athletes. The YMCA expects all of its members to demonstrate the four core values (Caring, Honesty, Respect and Responsibility) at all times. As a parent, you are held to a higher standard because you are your child's ultimate role model. The following are a list of rules and guidelines that are expected of all SPDY parents:

1. Be supportive of your swimmer no matter what the outcome of a race;
2. Be supportive and positive of the program while at all meets and practices. If you have any concerns regarding the program talk to the head coach in private;
3. Be supportive of all team members. Remember, we are all one team and must work together;
4. Do not coach your child. If you have questions regarding training or race strategies talk to the head coach first before talking with your child;
5. Be honest and respectful of all coaches, officials, administrators and other parents;
6. Have your child to practices and meets on time. Arrange all absences and tardiness with your child's coach.

Consequences:

Except in extreme cases, parental behavior will never have a direct effect on a child's membership on the team. All concerns or problems pertaining to the SPDY swim team should be brought to the head coach first. Minor issues will be dealt with differently than severe issues.

1. Minor issues: Head coach will meet with parent and express concern over behavior and how it is affecting the athlete.
2. Major issues: Head coach and YMCA administration will meet with parent over how behavior is affecting the program as a whole.