

**YMCA of Dekalb County
DCY Dolphins Swim Team
2009-2010 Swim Team Manual**

Coaches HIGHLIGHTS:

- It is the swimmer's and their parent's responsibility to check their folder (mail box) daily.
- If you enter the pool area before the practice time, this is an excellent time to begin stretching out both arms and legs.
- Use the restroom before entering the pool area! Except for illness, trips to the restroom during practice time should not be necessary.
- NO Lane bullies....NO lane toadies...
- Goggles are the responsibility of the swimmer. **Adjust them before practice.** Coaches will not adjust them for you during practice.
- Water bottles - The swimmer may bring a **water** bottle to both practice and meets. However, they should have it with them at the time they go to their lane. Note: Water is the **only** drink allowed in the pool area (**no juices or sports drinks**). *The YMCA staff (including coaches) is not responsible for picking up your empty bottles after practice. Failure to clean up after yourself will result in this privilege being stopped.*
- Discipline policies can and will be enforced by any coaches, at each meet or practice at any time.

We ask that the swimmer attend all practices scheduled.

Practice Times will be:

Monday, Tuesday and Thursday	5:30-7:00 pm
Friday	5:30-6:30pm
1st Team ... Tuesday, Thursday:	5:30-6:15 pm
Silver Team...Monday, Tuesday, Thursday:	5:30-7:00 pm
Gold Team... Monday, Tuesday, Thursday, Friday:	5:30-7:00 pm(6:30pm Friday)

1st Team are usually 1st year swimmers and includes all swimmers 8 years and younger.

Silver Team is usually swimmers capable of completing a workout.

Gold Team is usually Middle / High school age swimmers

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1. Team Goals and Objectives

a. Bill of Rights for Young Athletes

1. Right to participate in sports.
2. Right to participate at a level commensurate with child's maturity and ability.
3. Right to have parental support.
4. Right to participate as a child not as an adult (physically, psychologically, and morally).
5. Right of children to share in the leadership and decision-making of their sport participation.
6. Right to participate in a safe and healthy environment.
7. Right to proper preparation for participation in sports.
8. Right to an equal opportunity to strive for success.
9. Right to be treated with dignity.
10. Right to have fun in sports.

b. Team Goals

1. To attain our maximum potential in competitive swimming.
2. To strengthen team and individual character.
3. To create a positive atmosphere of team spirit, unity and support.
4. To foster the development of competitive "mental toughness" as a team.
5. To work harder than any other team on our turns and finishes.
6. To enjoy swimming.

c. The YMCA Mission

To put Christian principles into practice by offering programs that build a healthy spirit, mind, and body.

i. The YMCA Core Values

Caring, Respect, Honesty, Responsibility

ii. The YMCA Vision

We build Strong Kids, Strong Families, Strong Communities

d. The YMCA Youth Sports Philosophy

Team Participation - The YMCA believes in complete participation by every member of the team.

Teach Fair Play - Competing fairly is an essential part of competitive sports. It is a set of attitudes that include:

Respect for oneself; Respect for one's teammates; Respect for the other team; Respect for the coaches; Respect for the rules and the officials who uphold them.*

e. To Build a Strong Parents Organization

The DeKalb Dolphins Parent Organization is comprised of parents who have swimmers on this team. You are automatically enrolled in the group by having a swimmer on the team. We will need your help as parents to help with fund-raising, volunteer to staff meets, plan the end of the year party and any other events that may arise. This team cannot survive without the parents help.

2. Program Requirements

f. Membership Information and Swim Team Fees

To be eligible to represent the DeKalb Dolphins Swim Team in competition, you must be a current, annual member of the YMCA of DeKalb County; this is a National YMCA requirement, not a local policy.*

The Swim Team fee per swimmer includes team registration fees for the YMCA League, YMCA of DeKalb County, YMCA National, Coaches' Salaries, YMCA pool time, awards, supplies, and administrative expenses.*

g. Sign in

Please present your YMCA membership card to the front desk before each practice. *

h. Locker Rooms

Lockers should be used while you are in the building. You should bring your own lock. * Please do not bring valuables (including money) into the YMCA. If you must bring valuables, put them in your bag and bring it out with you on deck. The YMCA is not responsible for lost or stolen property. We would appreciate if parents would help patrol the locker rooms before and after practice. Please report any problems to one of the coaches or to the front desk immediately.

i. Level of Commitment

The Dolphins Swim Team is a competitive yet learning based system. Swimmers should put forth a great level of commitment. We want everyone to excel and grow, while building their personal esteem and goals.*

The DeKalb Dolphin Swim program is not an After School Program, Day Care or Baby Sitting service

j. Practice and Attendance Policy

We would like to see your swimmers practice at least four times a week *

1. If you enter the pool area before practice time, sit along the benches to the west (locker room side) until you are told to go to your lane. Note: No swimmer will be allowed to go to their lane until the preceding group (lap swimmers or swim team) has completely exited the pool regardless of time. This is an excellent time to begin stretching out both arms and legs.
2. Use the restroom before entering the pool area! Except for illness, trips to the restroom during practice time should not be necessary.*
3. It is the responsibility of the swimmers to move / put in and / or take out the lane markers.

4. NO Lane bullies....NO lane toadies...Be courteous to your fellow swimmer.
5. Swim single file and stay on your side of the lane. Swim in a counterclockwise direction single file. Pass at ends (see #6).
6. The lane markers are to break waves and separate the lanes. Lounging on them is prohibited (this is dictated by a replacement fee of \$400.00 per lane marker).*
7. Goggles are the responsibility of the swimmer. **Adjust them before practice.** Coaches will not adjust them for you during practice. *
8. Pool Rules - The YMCA is gracious enough to allow us to use the pool during "prime time." Their rules are our rules. Diving is to be done during supervised starting practice only. Diving is not allowed at any other time. If a swimmer dives in other than when deemed OK, he will be dismissed for that night. Appropriate behavior is also expected in the locker room.
9. Parents are responsible for their swimmer's conduct while attending meets. If a swimmer is acting inappropriately the parents will be asked to take care of the problem.
10. For meets, swimmers will be expected to be on time for their assigned practice time and ready for warm-ups.
11. It is the parents' / swimmer's responsibility to be in the proper place so as to not miss events during a meet.
12. HAVE FUN!!!

k. Dual Meet Attendance

Swimmers are encouraged to attend all scheduled meets throughout the season. If a swimmer is unable to attend a scheduled meet session, it is the responsibility of the parents to notify the Coach.

l. Special meets - Invitational

During the swim season, several special meets take place. Information about the special meets will be put into the mail boxes. Entries for most Invitation meets are considered an extra fee, and not part of the collected Swim Team fees. Fees are generally around \$5.00 per swimmer, and then \$2-3 per event. Coaches are responsible for entering relays at these events. We encourage participation in all scheduled Invitational's.

Championship Competition

Swimmers are strongly encouraged to attend all YMCA championship competitions for which they qualify in individual events or as part of a relay (Conference, State, Zones, and Nationals). Coaches will determine what swimmers will swim.

m. Transportation to Meets

At this time, transportation to all meets is the individual responsibility of each swimmer.

We strongly suggest car pooling.

The YMCA of Dekalb County does not assume any responsibility for the transportation and chaperoning of swimmers at special meets or functions where travel and lodging are involved. In addition, parents and swimmers may not assume that parents who accompany their children to these meets or functions have any responsibility for the welfare or conduct of other team members. No swimmer will be eligible for overnight accommodation unless accompanied by a parent or guardian. *

n. Parental Meet Responsibilities - Invitational Meets

This section is designed to help all of us share the work, enjoy the meet and provide each swimmer with a confident, positive experience. As long as we all work together each of us will get more from the meet.

HOME MEETS: Listed below are the responsibilities and job assignments. Volunteer early so you are able to help where you are most comfortable.

1. We need 2 timers per lane and 2 back-up timers.	12
2. We need a starter and recall.	2
3. We need 4 finish judges and 2 runners.	6
4. We need 8 people for ribbons and scorekeeping.	8
5. We need 2 people at the clerk of course and 2 runners to help.	4
6. We need 4 people to help set-up before the meet.	4
7. We need 4 people to help clean up after the meet.	4
8. We need 2 people to be stroke and turn judges.	<u>2</u>
	40

2. General Code of Conduct

The Dolphin Swim Team members are expected to behave in an orderly, courteous, and sportsmanlike manner during all team related functions including practices and meets.*

The coaching staff cannot be responsible for the supervision of any swimmer who does not report to them on the pool deck. Therefore, parents of younger swimmers are strongly advised to ensure that these swimmers safely reach the pool deck. *

a. Prohibitions

The use of possession of tobacco, illegal drugs, or alcohol by any Team Member is strictly prohibited during any team activity.

Any malicious defacement or destruction of property at home or away pools will not be tolerated. The individual or individuals, not the team, are responsible for any vandalism or damage. If such occurs, the swimmers and his/her parents will be held financially accountable.

b. Meet Conduct

It is important that a swimmer report on time to a meet so that they can complete an

adequate and proper warm-up and be part of the team. We warm-up as a team, and our team sits and cheers together as a team.

No swimmer may scratch an event without the approval of a coach.

When participating in a meet, the swimmer is expected to see a member of the coaching staff before and after their races to communicate such important information as their heat number and lane assignment for each event. They should also report to a coach directly after a race in order to receive feedback concerning their performance.

During meets, we kindly ask parents to stay in the spectator area unless you are working the meet.

c. Discipline Policies - Meet and Practices

The following is the YMCA of Dekalb County Dolphins Swim Team policy with regard to discipline at the practices and meets. Discipline policies can and will be enforced by any coaches, at each age group or practice group at any time.

Practice Situation

- a. Every swimmer is given a warning with an explanation to his or her unacceptable behavior. After the initial warning, the following step will be taken:
- b. The swimmer will be asked to sit out the remainder of the practice and will then meet with the coach at the end of practice.

Meet Situation

1. Warning with explanation
2. Meeting with coach upon at end of meet (home meets) or upon return to YMCA (away meets).

After the first complete infraction, parents will be notified in person or by phone by the coach of the behavioral situation. After the second complete infraction, the swimmer will not be able to return to practice until their parent has met with the coach. After the third complete infraction, the swimmer's team status will be reviewed.

Parents that are not upholding the Parent's Code of Ethic's may be asked to leave the premises if an improper situation can not be resolved. If a situation is repeated, the parent will not be allowed back into any YMCA premise until a meeting with the Executive Director of the YMCA of Dekalb County is held. If you do not agree with a decision after this meeting, you have the right to petition the Regional Director of the Indiana Cluster of the YMCA Swimming Association and or the Board of Directors of the YMCA of Dekalb County.

Each and any warning will be documented and kept on file in the office of the YMCA of Dekalb County Aquatics Director.

3. Training

a. Practice Times

We ask that the swimmer attend **all** practices scheduled.

Practice Times will be:

Monday, Tuesday, Thursday	5:30-7:00 pm
Friday	5:30-6:30pm
1st Team ...Tuesday, Thursday:	5:30-6:15 pm
Silver Team...Monday, Tuesday, Thursday:	5:30-7:00 pm
Gold Team... Monday, Tuesday, Thursday Friday:	5:30-7:00 pm(6:30pm Fridays)

1st Team are usually 1st year swimmers.

Silver Team are usually swimmers capable of completing a workout.

Gold Team are usually middle school age swimmers

b. Training Equipment Requirements

Swimmers will be required to bring a swimsuit and a towel to all practices. In addition, swimmers may want to use goggles or a swim cap. It is suggested that swimmers bring a spare pair of goggles and a cap to practice.

c. Punctuality

Arriving at the front door at the start of practice is not considered being on time.

d. Illness and injury

Whenever possible, the coach should be informed as soon as possible of an illness or injury.

e. Pool Deck Coaching and Management

Parents are requested to refrain from consulting with the coaches or swimmers during training or competition.*

Swim Meets

f. Meet Entries

The swimmers will be in charge of selecting 3 of their events. The coach may suggest events and the coach will choose all of the relays. This allows the child to feel like they are a part of the program. It also allows them to swim their favorite events while being pushed by the coaching staff in other events. *

g. Travel

Maps will be made available before each meet.

4. Communication

When there are questions or problems, the first lines of communications should be between swimmers, their parents, the coach, or the Aquatics Director. The Coach will make every effort to address your concerns as quickly as possible. *

a. Bulletin Board

Parents and swimmers should routinely check the team bulletin board, located outside the pool area. Swimmers times and other information will be placed on this bulletin board.

b. Swim Team Parent Committee

The Swim Team Parent Committee is an advisory committee to the Coach on general issues affecting the entire team. It is not designed to act as a liaison between parents and/or swimmers with individual problems. Committee member willingly accept questions and/or suggestions concerning the general administration of the Swim Team. Any other type of problem should be addressed to the Coach or Aquatic Director.

c. Swimmers File Folders

Most written communication, such as the newsletter, and information that requires a parental signature, will be put in a file folder at the front desk that has your swimmers name on it. It is the swimmer's responsibility to check their folder daily.

5. Dolphin Parent Organization

The Dolphins Parent's Organization is comprised of parents who have swimmers on this team. You are automatically enrolled in the group by having a swimmer on the team. This organization helps to handle fund-raising, organizing the volunteer meet staff, parties, banquets, and social events. The Coach cannot handle all these responsibilities and coaching. You all help make this team a success.

6. Misc. Information

a. A Statement of Commitment

The following is a list of specific requirements for being a YMCA of Dekalb County Dolphins Swimmer, and a brief description of the typical life of a swim team parent.

b. Time involved

1. Each child enrolled on the swim team will attend 2-3 or 4 weekly practices depending on their skill, age and experience. Practice times are up to 1 hour and thirty minutes. Parents are responsible for making sure their children are dropped off and picked up from practice on time each day.
2. The season will start in October and the season may end in March or April depending on what championship meet you qualify for. ⚡

c. Financial

1. Dolphins Swim Team Parents are responsible for the timely payment of the Swim Team Fee. Parents who anticipate difficulty making these payments are responsible for notifying the Aquatics Director as soon as possible.⚡
2. Parents are also responsible for the timely payment of optional meet fees. We are

bound by payment deadlines for certain meets. ⚠

3. Other yearly expenses include the purchase of the team suit and donations to fundraisers.

d. Volunteering

1. Parents are expected to work Dolphins dual meets for each child they have enrolled on the team. This includes away meets, as our team is required to provide a certain amount of workers at each away meet. ⚠
2. Parents are urged to become either a Level 2 or Level II official. Training courses will be announced when they become available.

e. Other

Please stay up to date on Dolphins happenings by checking the website, mailboxes, bulletin board etc. There will be parent meeting held at selected times during the season. A parent from each family should try to attend.

f. Anything else?

There are certain "overhead" expenses involved with having a child that swims. These include the practice suits, goggles, caps, etc. The purchase of replacement items from those things, gas, travel, meals, etc., will add up. ⚠