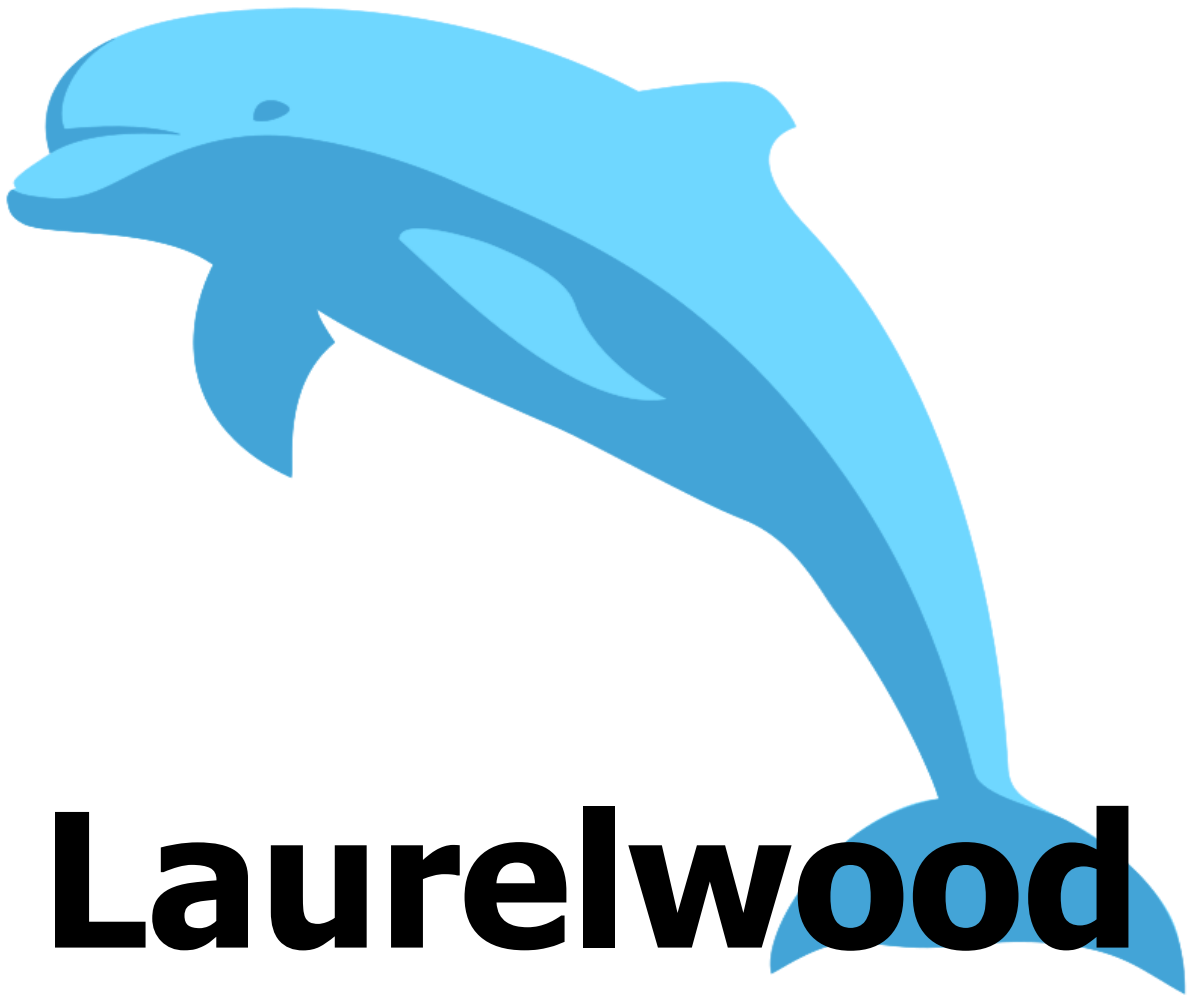


**2019**



**Laurelwood  
Swim Team  
Handbook**

# **Laurelwood Swim Team Handbook**

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# **Laurelwood Swim Team Handbook**

The information that follows is designed to be a guide and reference source for both new and returning swim team families.

## **Mission Statement:**

The mission of Laurelwood Swim Team is to:

- Provide an exciting, technique-oriented swim program (pre-team through summer of high school graduation)
- Welcome swimmers of all levels.
- Promote and cultivate the love of swimming, good sportsmanship and team spirit.
- Provide a fun, family atmosphere.

## **Code of Conduct:**

As members of the Laurelwood Swim Team family, all athletes, coaches and parents are expected to represent our swim pool association, families, team, teammates, and coaches in a positive manner. We will:

- Demonstrate respect for fellow teammates, coaches, parents, meet officials & volunteers, and opponents.
- Demonstrate loyalty to team and coaches.
- Demonstrate control over emotions.

We will maintain high standards of moral and ethical conduct that includes self-control and responsible behavior. Athletes, coaches and parents must display courtesy and good manners by being considerate of the physical and emotional well-being of everyone.

If the swim team committee and/or coaches have any concerns with anyone's participation on our swim team, a meeting will be facilitated to resolve any issues.

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## **Sportsmanship:**

The Laurelwood Dolphin swimmers are known throughout the Tri-County League not only by their great talent, but also their sportsmanship in and out of the pool. The Terry Wade Sportsmanship Award is named after Coach Terry Wade, who retired after 25 memorable years of coaching at Laurelwood.

Over the years, the Tri-County League has presented Laurelwood with the Terry Wade Sportsmanship Award. This is because our swimmers are strongly encouraged to behave in a sportsmanlike manner at all times. Laurelwood swimmers are expected to keep their hands to themselves and to choose words that compliment rather than insult fellow swimmers.

## **Swim Team Welcome Meeting and Registration:**

The swim team will hold a meeting on Sunday, May 19, 2019 at 2:00 PM at the Laurelwood Swim Club to kick off the season. Following the meeting, we will offer a Stroke and Turn Course for anyone who would like to learn how to do this very important volunteer position. We would also like to ask past stroke and turn volunteers to attend this course as a refresher.

Online registration for the swim team will open on April 1, 2019. An email with the link to register online will be sent to previous swim team members. If you are new to the team, please send Lisa VanNatter ( [crvjr@comcast.net](mailto:crvjr@comcast.net) ) an email requesting the link.

Members of the Laurelwood Swim Team **MUST** be members of the Laurelwood Swim Club.

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## **Practice Schedule:**

Swim team practices will begin on Monday, June 3, 2019 at the OJR Middle School. Practice will be held on Monday, June 3, 2019 through Thursday, June 6, 2019. Pre-team will not practice this week, they will start on June 10<sup>th</sup> at Laurelwood at 11am. The schedule for those days will be as follows:

<b>Practice Schedule for June 3-6</b>	
<b>Practice Time</b>	<b>Levels</b>
5:30-6:30 PM	8 & Unders 10 & Unders 12 & Unders
6:30 – 7:30 PM	12 & Unders* 14 & Unders Seniors (15-18)

\*If coaches feel you can keep up with seniors during practice.

Beginning June 10, 2019, the practice will be held at Laurelwood. The schedule will be changed to the following for the rest of the swim season, Monday through Friday. This schedule can be changed by the coaches if they feel one practice is heavier than others or they feel the swimmer can move up. If that is the case, this will be communicated to the swimmers and parents.

# Laurelwood Swim Team Handbook

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<b>Practice Schedule Beginning June 10, 2019</b>	
<b>Practice Time (Monday – Friday)</b>	<b>Levels</b>
8:30-10:00 AM	12 & Unders* 14 & Unders Seniors (15-18)
10:00-11:00 AM	10 & Unders** 12 & Unders
11:00-12:00 PM	Pre-Team ( <b>MWF only</b> ) 8 & Unders 10 & Unders
Optional Monday and Wednesday 7:00-8:00 PM	Ages 11 and Up (only strong swimmers)*

\*If coaches feel you can keep up with seniors during practice.

\*\*If the coaches feel you can keep up with the 12 & Unders.

## **Practice Policies and Guidelines:**

### **Practices and Time Trials**

Parents are not allowed on deck or on the deck benches around the deep end or near the lanes during practice or time trials. Parents are allowed to sit on the benches at the shallow end of the pool, near the baby pool, and inside the pavilion.

No children are allowed in the pools and no family can put their belongings down to reserve a spot in the grass until the 12:00 PM opening time is announced by the lifeguards.

Time trials will be held during practice on June 12 and 13, 2019. Due to safety concerns, only parents that have volunteered to time are permitted on deck during time trials. The coaches and the committee would also like to ask any stroke and turn trained volunteer to attend our time trials in order to gain extra practice before the meets begin.

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## **Drop Off Policy**

Coaches are only responsible for your child during your child's practice time. If your child is **under the age of 12** and is not in the water practicing, **they may not be left at the pool unattended without designating a responsible adult in charge.**

There will be a sign-out sheet in the pavilion for you to indicate the name of your child/children and the adult remaining at the pool in charge.

## **Lower Level and Playground Area**

Children can play on the lower level during practice if they have **COMPLETE** adult supervision. Adults need to be supervising the playground area and not just sitting under the pavilion. The play set is for children ages 12 and under, **no rough housing or climbing on the playset in an unapproved manner, such as climbing on top of the monkey bars.**

## **Pre-team and Age Groups:**

### **Pre-Team**

Laurelwood Swim Team offers the beginner competitive swimmer the opportunity to participate in team swim practices and meets. The swimmer will also be taught what to expect at a swim meet. For example, the swimmer will learn how to handle oneself behind and on the block, to dive from the block and what to expect from the starter/referee. Pre-team practice will be held on Mondays, Wednesdays, and Fridays only.

The requirements to join the pre-team are as follows:

1. The ability to swim one length of the pool non-stop.
2. To take instruction from a coach without a parent on deck.
3. All pre-teamers must demonstrate these skills to the pre-team coach by June 20, 2019.

### **Age Groups**

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Children swim in age groups as determined by their age as of June 1, 2019. Swimmers ages 15 years old through summer of their high school graduation will fall into the Senior age group.

## Swim Meet Schedule:

Laurelwood Swim Team competes in the Tri-County Swim League ([www.tricountyswim.net](http://www.tricountyswim.net)) and dual meets will be held on Tuesday and Thursday evenings as follows:

<b>2018 Swim Meet Schedule</b>			
<b>Day</b>	<b>Date</b>	<b>Meet</b>	<b>Theme</b>
Thursday	June 20	Upper Perk @ Laurelwood	Super Hero
Tuesday	June 25	Laurelwood @ Bellewood	Hawaiian
Thursday	June 27	Laurelwood @ North End	Mardi Gras
Thursday	July 2*	Nine Oaks @ Laurelwood	Red, White, and Blue
Tuesday	July 9**	Hillside @ Laurelwood	College Night
Thursday	July 11	Laurelwood @ Baker Park	Favorite Sea Animal
Tuesday	July 16	Laurelwood @ Skippack	Color Wars 8&unders---Green 10&unders---Red 12&unders---Orange 14&unders---Yellow Seniors---Blue Coaches---Purple
Saturday	July 20	Senior Champs @ Laurelwood	
Monday	July 22	A Champs @ Baker Park	
Tuesday	July 24	B Champs @ North End	

\*Picture Night: Individual pictures will be taken starting at 4:00 PM and the team picture will be taken at 5:00 PM. Details will be given out prior to that evening.

\*\*Senior recognition night



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The schedule is also on our website ([laurelwoodswimclub.wildapricot.org/swimteam](http://laurelwoodswimclub.wildapricot.org/swimteam)) along with directions to the away meets. If a make-up meet is required due to weather, a Tuesday meet will be rescheduled the next night (Wednesday). A Thursday meet will be made up the following Monday.

Our coaching staff works extremely hard to put together our line-ups for each meet. If your child will not be attending a meet, please let the coaches know as soon as possible.

One missing swimmer in the line-up affects several events!

All age groups and pre-team swimmer are expected to swim at both home and away meets. We are a team!

## **Additional Swim Team Events:**

### **Invitationals**

July 7, 2019 North End Invitational (ages 12 and under only)

July 13, 2019 Nine Oaks Relay Carnival

In an invitational meet, all swim clubs in the league come together to compete, providing an opportunity for you and your swimmer to choose their own events.

Invitational meets are optional, and fees will be charged per event. All swimmer fees are expected to be paid before the meet.

### **Laps for Camp Courage**

Laps for Camp Courage will be held on Friday morning, July 12. Swimmers will have their lap swim during their scheduled practice. There will be swim challenges and prizes awarded during each practice. A slice of pizza and a drink will be sold at 11:30 AM.

Along with monetary donations, we will be collecting other items. The list of these items will be sent out closer to the date.

### **Teen Night**

Saturday, June 29, 2019 will be Teen Night at Laurelwood Swim Club. Teen night is a fundraising event sponsored by our swim team. This event is open to ANY Laurelwood

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pool member ages 12 through 18 and their guests. Guests do not have to be Laurelwood members or swimmers. The cost is \$8 per person.

## **Swim Team Picnic**

At the end of the season, swimmers will be recognized for their accomplishments at our annual Swim Team Picnic, which is scheduled for Friday evening July 26, 2019.

More details will be made available closer to the date.

## **Swim Meet Guidelines:**

### **Home Meets**

All dual meets start at 6:15 PM. The home team always warms up first. Swimmers should be at the pool by 5:00 PM for warm-ups. Swimmers should bring with them at least 2 towels, caps, goggles and sweats for in between events. Swimmers should wear their suit to the meet rather than changing at the pool. Parents should bring folding chairs for their convenience.

### **Away Meets**

The away meets start at 6:15 PM and swimmers should be there at 5:15 PM for warm-ups. Swimmers should bring the same items as listed for home meets and parents should bring folding chairs.

Please note that each swimmer is responsible for his/her own belongings at ALL times!

### **Weather**

Be aware that swimming occurs in the rain. There will be no swimming if there is thunder and/or lightning, but there may be a delay in the meet. It will be up to the coaches of both teams and the meet official to agree to call a meet and reschedule. If you are told to go to your cars during a storm, DO NOT LEAVE unless the meet is called. There will be more information sent out via email regarding the subject of "weather."

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## **Live Heats vs. Exhibitions**

During a swim meet, swimmers who swim “live” score points for the team. A swimming event can consist of several heats but only one heat is “live” – all other heats are in “exhibition”. Swimmers who swim in exhibition means their time will NOT count for team points but will count toward bettering their own individual “personal best” time. Exhibition times are eligible for A Championship qualifying times. Swimmers can be in a maximum of 4 events but does not mean they will be. The coaches will only enter swimmers in events in which they are legal. This an expectation of the Tri-County Swim league.

## **Note**

Swimmers and parents are not allowed to approach the scorer’s table during a meet.

## **Recognitions/Ribbons**

During the season, Laurelwood Swim Team will distribute personal time improvement ribbons to swimmers in the following age groups, 8 & under, 10 & under, and 12 & under. The time improvement ribbons will be given after the meets and will be placed in the swimmer’s mailbox. Parents, please let your swimmer check their mailbox for ribbons and other printed communications. The Tri-County league will supply heat winner ribbons to be awarded during the meets to the following age groups; 8 & under, 10 & under, and 12 & under. Heat winner ribbons will not be awarded for relays.

Following swim meets, the Tri-County Swim League will be posting meet results on its website ([www.tricountyswim.net](http://www.tricountyswim.net)). These results will have the swimmer's name, age, time and club listed.

Laurelwood Team and Pool Records and the Tri-County League Records are posted on the Laurelwood Record Board located near the pavilion. This record board will only be updated at the end of the season after all the championship meets have concluded. Any record broken by a member of the Laurelwood Swim Team will only be announced at the Awards Picnic at the end of the season.

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## **Volunteers and Food Court Donations:**

### **Food Court**

The Food Court is an important source of income for the team. Your support of the Food Court is VERY much appreciated and VERY necessary.

For every home meet, each family is asked to bring a food item and 6 cans of brand-name soda, Gatorade or bottled water to be sold at our food court. Families who are unable to bring a food item and 6 bottled drinks are asked to donate \$20.00 to the food court.

Please understand that we would prefer food and drink donations rather than cash. The swim team can make more money from selling food and drinks.

For example, if you were to donate a 38 pack of bottled water purchased from Costco for \$4.32, the swim team can sell those bottles at \$1.00 each and profit \$38.00 cash. As you can see, this is much better than giving a \$20.00 cash donation.

Prior to each home meet, there will be a sign-up sheet on-line for food donations that are needed.

If you prefer to pay in advance and let us do the shopping for you, you can make a check out to us at pre-season meeting for \$75 to cover your donations for the season for food court.

### **Volunteers**

In order to conduct a swim meet, Laurelwood needs to have over 50 volunteers in place. Volunteers are always needed to help before the meet, during the meet and after the meet. We need timers, scorers, stroke and turn officials, referees, food court, set up, clean up, meet marshals, parking attendants and place judges to conduct a meet. We

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ask your support in helping out as much as you can. We require that at least one parent from each family sign up to work every meet.

The Swim Manager website will be utilized to aid and track volunteers. A fee may be implemented if parents are failing to comply.

**Reminder:** As per acknowledgement on the registration form initialed by a parent, if someone from your family does not sign up to volunteer, you may be assigned a position and someone from your family will be expected to serve in that position.

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## Championships:

At the conclusion of the regular season, there will be three Championships meets: Senior Championships, "A" Championships, and "B" Championships. A swimmer must swim in at least 3 dual meets to be eligible to swim in any of the championships.

Senior Championships are for all swimmers age 13 and over. "A" Championships have specific qualifying times for each event. "B" Championships are for swimmers who do not qualify for "A" Championships. The coaches work very hard to place the swimmers in the proper championships based on their individual times and their strengths. Because of the structure of championships, some children may qualify to swim in both "A"s and "B" s.

"A" qualifying times can be found at [www.tricountyswim.net](http://www.tricountyswim.net)

**Everyone** who is eligible will be placed in Championships meets by the coaches unless **you** notify the coaches that you will not be attending. Your commitment to attending Championships must be in the coach's book that is located under the pavilion at practices by July 12. Please do this as soon as you know.

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## **Communication and Swim Team Committee Contact Information:**

Please make sure that the Swim Team Committee has your correct email address and that you check your email daily for swim team updates. In addition, if you have a swim team concern, please contact a Swim Team Committee member to discuss. Nothing can get resolved if it is not taken to a Swim Team Committee member.

Any questions on any items relating to the Laurelwood Swim Team can be directed to any member of the Swim Team Committee.

<b>Name</b>	<b>Committee Position</b>	<b>Email</b>	<b>Phone</b>
Lisa VanNatter	Chair and Tri-County League Rep	<a href="mailto:crvjr@comcast.net">crvjr@comcast.net</a>	610-389-2732
Catherine Fink	Head Coach	<a href="mailto:thefinks6@yahoo.com">thefinks6@yahoo.com</a>	215-260-6574
Nikki Whitlock	Assistant Head Coach	<a href="mailto:nicola.whitlock@gmail.com">nicola.whitlock@gmail.com</a>	703-981-7848
Lisa Zakarevicz	Member	<a href="mailto:lisa.zak@comcast.net">lisa.zak@comcast.net</a>	
Beth Davison	Member	<a href="mailto:bug0819@gmail.com">bug0819@gmail.com</a>	
Karen Kulp	Member	<a href="mailto:kprez97@hotmail.com">kprez97@hotmail.com</a>	
Deb Suessmuth	Member	<a href="mailto:suessdeb@yahoo.com">suessdeb@yahoo.com</a>	
Chuck VanNatter	Scorer's Table advisor	<a href="mailto:crvjr00@gmail.com">crvjr00@gmail.com</a>	610-389-7097