



**2023
Laurelwood
Handbook**

Laurelwood Swim Team Handbook

TABLE OF CONTENTS	
Mission Statement	
Code of Conduct	
Sportsmanship	
Swim Team Registration	
Practice Schedule	
Practice Policies and Guidelines	
Pre-Team and Age Groups	
Swim Meet Schedule	
Swim Meet Guidelines and Recognitions	
Volunteers and Food Court Donations	
Championships	
Additional Swim Team Events	
Committee and Head Coach Contact	

Laurelwood Swim Team Handbook

Mission Statement:

Laurelwood Swim Team will:

- Provide an exciting, technique-oriented swim program (ages pre-team through summer of high school graduation)
- Welcome swimmers (emerging to competitive).
- 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.*
- *Express and address concerns in a timely and appropriate manner*

We expect all will maintain high standards of moral and ethical conduct that include 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.

Sportsmanship:

The Laurelwood swimmers are known throughout the Tri-County League by their talent and sportsmanship, in and out of the pool. The Terry Wade Sportsmanship Award is named after Coach Terry Wade, who retired after twenty-five years of coaching at Laurelwood. Our coaches, parents, and swimmers are expected to behave in a sportsmanlike manner at all times. (Code of Conduct)

Laurelwood Swim Team Handbook

Swim Team Registration

Online swim team registration opens April 2023. An email, with the link to register, will be sent to previous swim team members. If you are new to the team, please email **Kristin Simpson (laurelwoodsummerswimteam@gmail.com)** requesting the registration link. Laurelwood Swim Team members **MUST** be members of the Laurelwood Swim Club.

Parent Information Google Meetings: On **April 19th** and **May 3rd**, - Parent Google Meet Meetings (7:00 p.m.) will be held to explain the swim season and answer any questions. The link to these parent meeting are on the Laurelwood website.

Practice Schedule

Swim team practices will begin on **Tuesday, May 30, 2023** at Laurelwood. Practice will be held on Tuesday thru Thursday (5/30-6/1) the first week, and Monday thru Thursday (6/5-6/8), the second week. *Pre-team will begin practice on **Monday, June 12th** at Laurelwood at 11am.

Practice Schedule for May 30- June 8	
Practice Time	Levels
6:00 – 7:00 PM	7-10 yrs.
7:00 – 8:00 PM	11-14 yrs.
8:00 – 9:00 PM	15 - older

Laurelwood Swim Team Handbook

Beginning June 12, 2022, morning practices will begin at Laurelwood. Your swimmer's practice schedule may change in order to ensure a safe and productive training environment. Changes will be communicated to the swimmers and parents.

Practice Schedule Beginning June 12, 2023	
Practice Time (Monday – Friday)	Levels
8:30 – 10:00 AM <i>(Arrive – 8:15) -Stretching</i>	13 and Older swimmers
10:00 – 11:00 AM <i>(Arrive – 9:55) - Stretching</i>	11/12 Swimmers- Strong 10's (coach recommended)
11:00-11:55 a.m.	10 and Under Swimmers
Optional Evening Practices <i>Monday & Wednesday</i> 7:00 – 8:00 PM	For Swimmers 11 and older Pre-Team – 7:00 – 7:45 p.m.

Equipment for Practice

*Swimmers are to wear a **fun cap or a Laurelwood cap** to practice. High school team caps, winter team caps, or other summer club caps are not to be worn during Laurelwood practice and dual meets. If your swimmer has no other cap, they can turn the cap inside out.

*Swimmers are to wear **appropriate goggles** that can be purchased via our Swim Outlet link.

*Swimmers will use **kickboards** during practice. Swimmers may purchase their own personal kickboard via the Swim Outlet link.

*Swimmers can purchase **fins** to assist with technique. The suggested fins are on our Swim Outlet link.

*If you choose to purchase a kickboard and fins, you can purchase an **equipment bag** to house these items. The equipment bag is on the Swim Outlet link.

Laurelwood Swim Team Handbook

Practice Policies and Guidelines

*Parents/grandparents/babysitters are not permitted on deck or on the deck benches during practice. Parents/grandparents/babysitters are allowed to sit under/or near the pavilion.

*No children are allowed in the pools during swim team practice. Swim team families are not to put their belonging under or near umbrellas in advance of the pool opening. Members must listen to the direction of the lifeguards.

Time trials will be held during practice on **June 15 and June 16th**, 2023 for new swimmers, only. Parents may be needed to help time. An email will be sent seeking timers. We would appreciate any stroke and turn trained volunteer, to attend our time trials in order to gain extra practice before the meets begin, as well as, to be another set of eyes for stroke mechanics.

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 focus will be on technique (beginning with freestyle and backstroke), streamline, and executing a legal start (from side or block and backstroke start).

*Pre-team practices are Monday, Wednesday, and Friday mornings- 11:00 a.m. – 11:45 a.m. (**First practice – June 12th**).

**Pending need, we may offer Monday and Wednesday evening pre-team practices for those unable to attend the morning practices. (7:00-7:45 p.m.).

Laurelwood Swim Team Handbook

Pre-team requirements are as follows:

1. *Swimmers must demonstrate an ability to swim one length of the pool non-stop.*
2. *Swimmers must 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 21, 2023.*

*In-water evaluations will be conducted to determine swimmer status (e.g. pre-team or swim team. Previous pre-team swimmers will be re-evaluated, as well as, new swimmers. **Evaluations: June 3rd and June 10th (10:00 a.m. – 12:00 p.m.) at Laurelwood.**

Age Group Assignment

Children swim in an age group, determined by their age as of June 1, 2023. Swimmers, ages 15 years old through summer of their high school graduation, will fall into the Senior age group.

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 following season schedule is on the Laurelwood website (Swim Team tab).

Laurelwood Swim Team Handbook

2023 Swim Meet Schedule			
Day	Date	Meet	Theme
Tuesday	June 20	Nine Oaks Senior Invitational (13 and Older)	
Thursday	June 22	NE vs LW (H)	Hawaiian *Picture Night
Tuesday	June 27	LW vs. Hillside (A)	Color Wars
Thursday	June 29	LW vs. Bellewood (H)	Red, White, and Blue
Tuesday	July 6	LW vs. Nine Oaks (A)	Christmas in July
Saturday	July 8	Cookie Invitational (12 and Under swimmers)	
Tuesday	July 11	LW vs. Skippack (H)	College Night
Saturday	July 15	Senior Champs	Skippack
Monday	July 17	'A' Champs	Nine Oaks
Tuesday	July 18	'B' Champs	Hillside

*Rain Date – **JULY 13**

*Picture Night: - **June 22, 2023**. Individuals 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 – **July 11th

Google Meet Parent Meeting to discuss Championships- **July 13th. (*pending no make-up meet*).

**Coaches work diligently putting together our line-ups for each dual meet. If your child cannot attend a dual meet, please email Coach Catherine via the team Google email, or note in Coaches' Binder (under pavilion) by the date specified. One missing swimmer in the line-up affects several events. All age groups and pre-team swimmers are expected to swim at both home and away meets.

Laurelwood Swim Team Handbook

Swim Meet Guidelines:

*It is recommended that for home and away dual meets, swimmers are to wear their team suit to the meet. (See Swim Outlet link on our Laurelwood website (under Swim team tab). Team suits are not required. No tech suits for dual meets and championships. ***Deck changing is not permitted.***

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 check-in and to get their events.** Swimmers should bring with them at least 2 towels, Laurelwood cap or fun cap, goggles, and sweats for warmth. Swimmers should wear their suit (preferably team suit) to the meet rather than changing at the pool. Parents should bring folding chairs for their convenience.

Home Meets Warm-up Schedule

5:10–5:25 p.m. - (8:30 a.m. practice group)

5:25-5:35 p.m. – (10 a.m. practice group)

5:35-5:40 p.m. - (11 a.m. practice group)

Away Meets

The **away meets** start at 6:15 PM **and swimmers should arrive at 5:15 PM for check-in and get their events.** Swimmers should bring the same items, as listed for home meets, and parents should bring folding chairs. As with home meets, swimmers are to arrive and leave in their team suits.

Away Meet Warm-up Schedule

5:30 – 5:45 p.m. - (8:30 a.m. practice group)

5:45- 5:55 p.m. – (10 a.m. practice group)

5:55 – 6:00 p.m – (11 a.m. practice group)

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

Weather

Laurelwood Swim Team Handbook

Practice and dual meets will be conducted in rain. As long as the guard can see the bottom of the pool, the practice and meet will proceed. There will be no swimming if there is thunder and/or lightning or if the rain impacts the ability of the guard to see the bottom of the pool. It will be up to the coaches, and the meet official, to agree to call a meet and reschedule. If you are told to go to your cars during a storm, please **DO NOT LEAVE unless the meet is officially called**. There will be information sent, via email/text, regarding the subject of "weather."

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 the first heat earned points earned for team. The following heats are "exhibition". Swimmers who swim in exhibition heats may not have their effort count toward team points, BUT their effort is necessary in order to assess their improvement and to be given an opportunity to earn a personal best and/or a qualifying time for championships. Exhibition times are eligible for 'A' Championship qualifying times. Swimmers can be in a maximum of four events. *****Laurelwood coaches will only enter swimmers in events in which the swimmer is legal.*** This may impact the number of events in which your swimmer can swim. Swimming is a process oriented sport, and the coaches will do their best to address any ills in the swimmer's technique in order to ready them for competition.

***Please Note**

Swimmers and parents are not allowed to approach the scorer's table or an official during a meet. Please refrain from coaching your swimmer at meets. Swimmers are to approach a coach after their races. Many thanks!

Recognitions/Ribbons

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 (under pavilion). Parents, check your mailbox for ribbons and other printed communications, daily. The Tri-

Laurelwood Swim Team Handbook

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). These results will have the swimmer's name, age, time and club listed.

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 the first home meet each family is asked to bring one case of water, preferred a case of 40 from Costco or BJ's. By having every family donate a case of water we should have enough to get through the entire season. This is in addition to a food item.

For every Home Meet, each family is asked to bring a food item(s). We would like each family to participate in bringing a larger priced item one time this season. An example is a crock pot of taco meat for walking tacos.

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

Volunteers

Fifty volunteers are needed to host a home meet (set up to clean up). We need timers, scorers, stroke and turn officials, referees, food court, set up, clean up, meet marshals, and parking attendants. We ask your support on behalf of the swimmers. We require that at least one parent from each family sign up to work every meet.

Laurelwood Swim Team Handbook

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 two dual meets to be eligible to swim in any of the championships. The coaches wish for all our swimmers to participate in a season ending Tri-County league championship meet.**

Senior Championships are for ALL swimmers age 13 and over. "A" Championships (12 and younger) have specific qualifying times for each event. ***"B" Championships (12 and younger) 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 12 and under children may qualify to swim in both "A" and "B" Championships. ****Swimmers choose their events for championships (must be legal in their chosen event) and the coaches determine the relays.**

"A" qualifying times can be found at www.tricountyswim.net.

*Everyone who is eligible (two dual meet attendance) will be **expected** to participate in the Championships meets unless **you** notify the coaches that you will not be attending. Your **commitment to attending Championships** must be in the coach's book, which is located under the pavilion at all practices, by **July 7th**. Please do this as soon as you know your swimmer's status.

Additional Swim Team Events

Invitationals

*Senior Invitational – Tuesday, June 20th – Nine Oaks (13 and Older swimmers)

*North End Invitational – Saturday, July 8th (12 and younger swimmers)

Laurelwood Swim Team Handbook

**In an invitational meet, all swim clubs in the league come together to compete, providing an opportunity for your swimmer to choose his/her own events. Invitational meets are optional, and fees will be charged per event. All swimmer fees are expected to be paid before the meet.

*Swimming in an invitational does not count toward the dual meet expectation for championships. As with dual meets, swimmers must choose events in which they are legal.

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 **Sunday, July 16th, 2023**.

Laurelwood Swim Committee/Head Coach Contact:

Please ensure that the Swim Team Committee has your correct email address so you will be fully informed throughout the season. If you have a swim team concern, please contact the head coach or a Swim Team Committee member via the Google email.

Swim Team Committee

Laurelwood Swim Committee Chair – Kristin Simpson

Tri-County Laurelwood Representative – Deb Suessmuth

Committee Member/ Community Service Organizer/Fundraising – Beth Davison

Committee Member/ Volunteer Organizer – Karen Kulp

Laurelwood Board Member- Steven Randolph

Laurelwood Board Member – Dave Bartolini

Head Coach – Catherine Fink

Laurelwood Email: laurelwoodsummerswimteam@gmail.com

Swim Committee Meetings via In-Person or Via Google Meet

January

March

May

September

November