

**WEST LAUREL**  
**SWIM TEAM**



**PARENTS' HANDBOOK**



## WAHOO

**wa · hoo** (wä-hōō', wä'hōō)

n. *pl.* **wahoo** or **wa · hoos**

1. A large, swift, fast-moving predacious tropical marine fish (*Acanthocybium solanderi*) of the mackerel family, having a pointed snout, narrow body, and long dorsal fin, of a steel blue to greenish blue above and silver below in coloration, widespread in warm seas, often leaping from the water and occasionally schooling in great numbers: valued as a food and game fish; found worldwide.
2. a shrub or small tree, *Euonymus atropurpurea*, of North America, having finely serrated, elliptical leaves, small purplish flowers, pink fruit, and pendulous capsules that in opening reveal the bright-scarlet arils of the seeds. Also called Burning Bush.
3. Swift moving aquatic venturing young humans (*Westinius Laurelinium Homo sapiens*) found local to the West Laurel region of the state of Maryland, USA; can vary widely in size, typical age range is 5 to 18 years, usually found clad in black, red and white attire, may be found in large numbers during summer months, especially mornings and evenings.

CAUTION – Easily provoked into wild bursts of energetic behavior by a starter's buzzer.

interj. Used to express exuberance.

1. An exuberant cry: *He let out a wahoo*. Also called regionally *rebel yell*. Often exhibited by the parents, family members, friends, teammates or coaches of number 3 above.

# INTRODUCTION

Welcome to the West Laurel Swim Team for the 2011 season. This handbook is designed to provide parents and swimmers with essential information about the West Laurel Swim Team (WLST). Due to the nature of scheduling for summer meets and activities, the information contained within this booklet may vary slightly from the actual activities. For updates to the schedule, information not contained in this handbook, and other team activities **please refer to the Swim Team bulletin board at the pool – check it often.** The Swim Team bulletin board is the primary method for communicating information concerning the team. The Swim Team Committee welcomes your suggestions on ways to improve the program, enhance the summer activities, and make the participation of the swimmers and their families more enjoyable and meaningful.

|                                      |                    |  |
|--------------------------------------|--------------------|--|
| Co- Chairman                         | Howard Rosenberg   | 301-776-4228 home<br>301-919-8836 cell                         |
|                                      | Kristen Ruiz       | 301-725-5850 home<br>240-271-7247 cell                         |
| WLSC Board of Directors Liaison      | Howard Rosenberg   | 301-776-4228   |
| Treasurer                            | Barbara Weidman    | 301-317-4729   |
| PMSL Representation                  |                    |  |
| League Representative                | Howard Rosenberg   |  |
| First Alternate                      | Kristen Ruiz       |  |
| Team Data Manager                    | Matt Myers         | <a href="mailto:formyers@verizon.net">formyers@verizon.net</a> |
| A-Meet Manager                       | Beth Friedman      | 301-776-4672   |
| B-Meet Manager                       | Lynne McWithey     | 301-498-6120   |
| Meet Concessions<br>(Action Accents) | Jen Hendershot     | <a href="mailto:jenshot@comcast.net">jenshot@comcast.net</a>   |
| Team Spirit Wear                     | Sharon Cohee       | 301-498-0985   |
|                                      | Sheila Mudd        | 301-604-5359   |
|                                      | Kristen Ruiz       |  |
| Laurel Invitational                  | Howard Rosenberg   |  |
| KOC Mini Meet                        | Coaches            |  |
| New Carrollton Relays                | Coaches            |  |
| Membership/Registration              | Debbie Hoover      | 301-490-3906   |
| Swim Attire                          | Sheila Mudd        | 301-604-5359   |
|                                      | Linda Landau       |  |
| <b>Head Coaches</b>                  | <b>Dave Floyd</b>  | 443-889-4356   |
|                                      | <b>Matt Harris</b> | 301-785-5695   |

## MISSION STATEMENT

Provide a recreational competitive swimming program for the 5 to 18 year old swimmers of the West Laurel Swim Club (WLSC) thereby giving them an opportunity to improve their swimming ability and compete against other teams in a fun and safe atmosphere.

## PURPOSE & OBJECTIVES

The WLSC has sponsored a swim team in the Prince Mont Swim League (PMSL) since 1971. The purpose has been to provide the youth of the club with a well-organized summer recreational program. Looking back at the history of the club and team, we can see that this goal and much more have been achieved. The dedicated efforts of our coaching staff and tireless parent volunteers allow the WLST to provide an environment in which our children can:

1. Have a worthwhile physical and recreational outlet.
2. Learn the meaning of sportsmanship and team cooperation.
3. Learn good health habits and the benefits of physical fitness.
4. Have an opportunity to train for, and participate in a competitive swimming program.
5. Learn pride and self-satisfaction in accomplishments through dedicated personal effort.

Not every competitor will be a great swimmer, but we feel that each child can enjoy the sport through the achievement of personal goals and by contributing to the total team effort. Swimmers should set personal goals and be encouraged to achieve them rather than focus on just winning. Everyone is encouraged to strive for excellence. Excellence however, is achieved one step at a time; mastery of a stroke, an improved time, learning a new turn, and gathering tips from coaches and other members of the swim team. The real winner in a race is the swimmer who satisfies a personal goal, who found he or she can achieve more than what was previously thought possible. **The parents must, at all times, remember that the summer program is not a year-round USA Swimming program; it is intended to be a fun “recreational” summer activity.** Sure we enjoy winning meets, but that isn't the focus of our summer program. Our focus is having FUN. Let's make sure we work together to make it a successful and enjoyable season for our swimmers. Remember, that nothing breeds success better than positive encouragement and reinforcement. All of the swimmers are “Our” swimmers; please give them all recognition and a pat on the back for their contribution to the team. It is important to note that for many of the swimmers the simple fact of stepping up to the start in front a large screaming throng of spectators is a huge success.

## PARTICIPATION & TEAM ORGANIZATION

Any swimmer who is a member in good standing of WLSC and is between the ages of 5 and 18 (as of midnight May 31<sup>st</sup>) is encouraged to join the WLST. For safety reasons because our practices are conducted in the deep water area of the pool, in order to participate in practices, all swimmers must pass a swim test to demonstrate basic deep water swim proficiency. This is done by completing one 25 meter length of the pool continuously with some out of water arm recovery and then treading water for approximately 30 seconds. Tests are conducted by the coaching staff and there is no limit to the number of attempts.

Swimmers may join the team at any time during the season prior to the last dual meet. Complete information concerning eligibility, age groups, rules, strokes, etc. is contained in the

PMSL Handbook. The PMSL Handbook is usually available for general distribution by the second week in June.

Age group swim teams don't just happen; they are made! They are made through the unselfish and tireless efforts of the small army of volunteers who make it work. Our West Laurel Team is structured like most other teams. We have two basic elements: "Coaches & Swimmers" and "Moms and Dads". Neither group can function without the other; it's a family affair. While the team must have swimmers, nothing moves in the water without "Moms and Dads" working on the deck and "behind the scenes". Swim teams and meets require extensive parental support and participation. Meets alone require that each team provide 12 to 15 officials comprised of; timers, judges, scorekeepers, starters, referees, ribbon writers, etc. Home meets require even more assistance. The home team must set up for the meet, provide refreshments (both as a small service to the officials and as key fund raiser for the team). Then there is the logistics problem of transporting swimmers and equipment to the away meets. All things considered, the team needs as many as 35 to 60 parents to run each meet. And let's not forget, a large cheering section for the essential roar of the crowd to motivate our swimmers!

## Support-Our-Swimmers (S-O-S) Program

The Support-Our-Swimmers (S-O-S) Program is geared to providing essential parental support that is required to run our team. We need the support and help of every family to have a fun and successful season. You will maximize your summer swim team experience when you become more involved.

At the beginning of each season, parents are asked to indicate those S-O-S activities that they can provide assistance. To spread the enormous effort required to run the swim team equitably, each family is asked to have one adult member work at least half the meets in which they have swimmers participating or on one of the support committees. A great option is to share responsibility for a position during a meet, thereby allowing everyone an opportunity to cheer while not requiring any one person to work an entire meet. In the event a family does not meet the minimum support of the S-O-S program, a non-participation fee of \$30.00 per family will be assessed at the end of the season. .

The following is a brief description of the S-O-S Program volunteer positions necessary for running our swim team. **The positions are divided roughly into two categories: 1) Meet Operation and 2) Support Committees.** The meet positions are required specifically for conducting the meets while the support committee positions are essential to defraying the operating costs of the team and ensuring a positive experience for the swimmers and their families. Parents are encouraged to review the position descriptions and sign-up for the one(s) they feel best suited. There is ample opportunity to learn about the different jobs and ask questions at the registration sessions, practices, and time trials, meets, etc.. Specific training will be arranged for interested parents to learn new roles.

## 1. Meet Operations

1. **Meet Manager:** The Meet Managers are responsible for coordinating the logistics necessary to run swim meets, to include the scheduling and staffing of personnel and equipment. The specific duties are detailed in the PMSL Handbook.
2. **Meet Officials:** The meet official positions are those required to officiate a swim meet as detailed in the PMSL Handbook. These positions are: Referee, Starter, Head Judge, Scorer, Clerk of Course, Place (Sweep) Judges, Stroke & Turn Judges, Head Timer, Timers, Team Representative, Ribbon Writers, and Announcer. League qualification training is required for the positions of Referee, Starter, Head Judge, Scorer, and Stroke & Turn Judges. This training is provided at clinics prior to the start of the season.
3. **Meet Setup and Teardown Crew:** The setup and teardown crew is responsible for preparation and clean up of the pool area required for conducting the swim meets. The setup crew arrives about 1-1/2 hours prior to the meet start time. This activity is generally only required for A and B home meets.
4. **50/50 Raffle:** Responsible for conducting the raffle at home meets.
5. **Snack Bar Concessions:** Responsible for purchasing of supplies, setup and operation of the snack bar during home meets.
6. **Meet Photography:** Provides photographic coverage of the swim meets, displays photos on the team bulletin board, and distributes individual photos to team members at the Family Fun Night.
7. **Team Data Manager:** Responsible for the operation of the PMSL approved version of Hy-Tek Team Manager and Meet Manager computer software per the league requirements.

## 2. Support Committees & Functions

1. **WLSC Swim Team Committee:** Provides for the overall direction of the swim team. They interface with the WLSC Board of Directors and PMSL as required by the WLSC and PMSL By-Laws for this purpose. The positions of this committee are: Chairperson (PMSL League Rep.), Co-Chairperson (PMSL 1<sup>st</sup> Alternate), and Treasurer, coaches, and various committee chairs.
2. **Holiday Cookouts:** Responsible for purchasing of supplies, setup and operation of the Memorial Day picnic.
3. **Fund Raisers:** Develops, plans, and executes the various fund raising events that provide the funds that augment and offset the dues collected for operating the swim team. Examples of fund raisers are: Raffles, Swim-a-thon, Chic-fil-a Night, Cook Book Sales, Pizza or Cheesecake Sales, Car Wash and “Yard Sale in the Parking Lot”
4. **Laurel Invitational:** Performs the coordination activities necessary for WLST participation in the Laurel Invitational Meet.

5. **New Carrollton Relay Meet:** Performs the coordination activities necessary for WLST participation in the New Carrollton Invitational Relay Meet June 28<sup>th</sup>.
6. **KOC Mini Meet:** Performs the coordination activities necessary for WLST participation in the Prince George's Council Knights of Columbus Mini Meet for our swimmers that are age 10 and under.
7. **Team Swim Suit:** Responsible for the procurement of the official team suit. The team suit is selected every two years due to manufacturer suit life cycles. 2011 will be TYR Shockwave.
8. **Team/Individual Photos:** Organizes and coordinates with a photography company to take our official team/individual photo.
9. **Friday Morning Breakfasts:** Organizes and conducts the Friday morning breakfasts held each week at the end of the last morning practice.
10. **Team T-Shirt/Clothing:** Responsible for annual official team t-shirt and clothing procurement.
11. **Family Fun Night:** Responsible for organizing and putting on the annual end-of-season Family Fun Night (Team Awards Party).
12. **Awards & Trophies:** Coordinates the purchasing of the trophies handed out at Family Fun Night.
13. **Social Activities:** Plans the various social fun activities for the team. Activities in the past included: Post Time Trials Ice Cream Party, Taste Freeze Night, Movie Trips, Volleyball Games, Pasta Nites, Amusement Park Trips, etc.
14. **Team Records:** Keeps track of team and pool records and provides for the display of the records at the pool.
15. **S-O-S Program:** Provides the administration of the S-O-S Program by tracking the involvement and level of family participation.

## SWIM MEETS

The Prince-Mont Swim League (PMSL) is organized into seven divisions, 'A' through 'G', with a total of 40 teams from Maryland and Washington, DC. This year, WLST is in the B Division. Each season the teams are ranked in order of competitive strength with respect to the other teams based on the previous seasons results. The divisions are seeded based on these rankings with a maximum of six teams. The procedures for conducting swimming competitions are governed by the PMSL rules and by-laws, which are detailed in the PMSL handbook, with the rules for legal strokes governed by USA Swimming.

WLST competes in several types of meets during the summer season. They are PMSL meets (a.k.a. A-meets), B-meets, and invitational or special meets. Parents should encourage their swimmers to participate in as many meets as they are eligible.

## A-Meets

A-meets are the league scheduled Saturday morning PMSL meets where teams within a given division swim each other in head-to-head competitions that count toward divisional standings. Swimmers usually arrive at 7:30am, the meet start time is usually 8:30am and typically concluding around 11:45am. Swimmers may not leave a meet before the relays unless the coaches are notified prior to the meet (before 2pm on Thursday) when corrections are due. If a swimmer needs to leave before the relays due to illness or an emergency please tell the coaches before you leave.

## A-Meet Entries

A-meet line ups, or entries, are created by the coaches based on the PMSL rules and those swimmers thought to be available for the given meet. **All swimmers are assumed available unless the coaches have been notified. Please see SWIM MEET ABSENCES below for details on how to notify the coaches.** A draft set is produced each week no later than Wednesday evening for the upcoming Saturday's meet. It is distributed via the team group e-mail list and posted on the team bulletin board. Swimmers and parents are asked to review, confirm their availability, and notify the coaches of any corrections by **2:00pm** on Thursday. Per PMSL rules all entries must be submitted to the league by 8:00pm Thursday. At this time the entries are final and no changes can be made until the scratch meeting conducted 30 minutes prior to the start of the meet.

**Divisionals Eligibility - Swimmers must compete in at least 2 A meets to be eligible per PMSL rules. The swimmer's top Times from the 5 A meets and the Laurel Invitational will be used to seed divisionals. The top 2 swimmers in each event go to divisionals. If a swimmer qualifies in more than 3 individual events the swimmer and coaches will decide what events the swimmer will swim. Times after the 5th A meet will be frozen and selection of the divisional swimmers will be made at this point.**

**All-Stars Eligibility - Based on performance at Divisionals and will abide by current PMSL rules for eligibility.**

## B-Meets

B-meets (or practice meets) are friendly meets scheduled independently by WLST with other PMSL teams. They are not scored and are held for those team members (both swimmers and officials) who do not regularly have the opportunity to participate in the A-meets or wish to swim events they normally don't swim in A-meets, or still developing their skills (officials get practice working new positions). B-meets are equally important for developing the skills of officials as they are for the swimmers. B-meets are held typically on Wednesday evenings.

B meets are like a 'scrimmage' for swimming. Unlike the A meets which are held on Saturdays, B meets are held Wednesday evenings for all swim team members as a fun, non-league meet for all team members; swimmers and parents. While B meets are not scored, they do provide our developing swimmers another opportunity to swim and the parents to officiate in a "real meet" atmosphere. We still need to provide half of the officials for B meets and concessions for the ones that are held at WLSC, so parent volunteers are essential.

**\*\*VERY IMPORTANT\*\*** UNLIKE the A meets, **you need to sign up** in order to swim in each B meet. Prior to each B meet, there will be a sign up sheet posted on the Swim Team Bulletin Board at the pool. The deadline to sign up will be **8:00 PM Tuesday!** The coaches will not enter a swimmer in a B meet unless they have signed up by the deadline, and because we will run these meets electronically (like the A meets), **last minute entries cannot be accommodated** and no shows are extremely disruptive to the lineup and flow of the meet.

### B-Meet Eligibility

Eligibility for swimming in B-Meets is determined by a swimmers ranking on the team's current "Individual Top Times List". Only swimmers NOT ranked in the top 6 by stroke and age group are eligible to compete. This policy was developed to allow our developing swimmers to "fairly and evenly" compete for ribbons and awards at the B-Meets.

WLST's goal is getting swimmers to develop skills as swimmers and have fun participating in meets. B meets are specially suited for our developing swimmers and give them a chance to excel and earn ribbons too. In order to facilitate this, swimmers who have recorded a 'top 6' time for their age group based on the weekly top times list cannot swim that event in a subsequent B meet. They can, however, compete in another event where they have not placed in the top 6 or in the open (18&U) exhibition heat for time only (no ribbon). ***Please note that the exhibition heat might only be available at meets conducted at WLSC as this is not a universal format run by all clubs.***

Each week the top times list will be compiled to show swimmers who is eligible for the B meets and A meets. It is not unreasonable for some swimmers to be eligible for an A meet one week in an event then not the next based on other swimmers beating their time at an A or B meet. Never assume that your child will always be in an A meet as the kids develop at varying rates in their strokes throughout the year. Best advice, **check the Top Times list often for A and B meet eligibility.**

**\*\*NEW FOR 2011\*\* Exception to the rule: In an age/gender group which has 6 or fewer swimmers, the coaches will use their discretion as to who can swim in a B meet. There will be at least 2 swimmers entered in each event for B meet swimmers not including exhibition heats. Once a swimmer has swum their first A meet all times from last year will be removed from the top times list.**

If a swimmer is listed in the **top 6** on the "Individual Top Times Report" in an event for their age group but they want to swim a B meet they must swim in one of the open 18 and under exhibition heats. At the beginning of each year time trials will go towards "seeding" the swimmers. If a swimmer misses time trials they can do a "make up" at practice or if they swam the previous year the previous years times can be used. Missing time trials and doing a make-up will seed the swimmer but it will not count towards the most improved award.. "Top 6" swimmers wishing to swim an exhibition heat should indicate their desire by marking it on the B-meet sign-up sheet. **There will be no walk-ups for B meets, everyone must sign up before Tuesday 8pm. NO EXCEPTIONS!**

### **Special Heats for B-Meets**

Traditionally we insert special heats for the younger kids still trying to get legal that we don't call stroke & turn violations. These heats are denoted as "A" heats in the event number scheme which is a flag to the stroke & turns to not DQ any swimmers (saves time and cuts down on writer's cramp).

#### Typical B meet format:

DATE: Wednesday 6/29

LOCATION: West Laurel Swim Club

OPPONENT: Laurel City

SETUP: 5:00 pm

Swimmer Arrival: 5:15 pm

Warm Ups: 5:20 – 5:50 pm

Events Start: 6:00 pm

Meet ends: ~ 9:00 pm

## **Special Meets & Swim Events**

Our swimmers and team are routinely invited to participate in special invitational meets. The special invitational meets scheduled for this year include the **New Carrollton Relays, the Laurel Invitational (a competition between all teams in the Laurel area), and the Knights of Columbus Mini Meet (for swimmers 10 & Under)**. Details on these meets will be provided as they become available. Final listings of participants for meets are posted on the team bulletin board, by event, one day prior to the event. These meets are held at various times and are listed for their normal dates of occurrence on the schedule. Please refer to the official schedule for actual dates.

**The NCR Relays and Team Swim-O-Thon are open to all team members.**

**The Laurel Invitational and the Adelphi Invitational meets require qualifying seed times.** Please see the coaches for further information concerning eligibility.

**The Knights of Columbus Mini Meet is open to all swimmers age 10 and under.** The events have a different structure and order than a regular meet. All events are single age group with the exception of 5 & under and are only 25 yards in length. The 1<sup>st</sup> – 3<sup>rd</sup> place finishers are presented medals in an Olympic style ceremony immediately following the meet.

*Special note: Most of the trophies in the team trophy case are from the Mini Meet.*

| Meet / Event            | Location                | Typical Date               | Arrival Time | Start Time |
|-------------------------|-------------------------|----------------------------|--------------|------------|
| NCR Firecracker Relays  | New Carrollton          | June 28th                  | 5:15 pm      | 6:00 pm    |
| Team Swim-O-Thon        | West Laurel             | June 30th                  |              | 4:30 pm    |
| Laurel Invitational     | Fairland Aquatic Center | 2 <sup>nd</sup> Sun - July | 4:30 pm      | 5:30 pm    |
| Adelphi LC Invitational | Adelphi                 | 2 <sup>nd</sup> Tue - July | 5:00 pm      | 6:00 pm    |
| KoC Mini-Meet           | CP Knights of Columbus  | 3 <sup>rd</sup> Sun - July | 7:30 am      | 9:00 am    |

## SCHEDULES

Please refer to the team schedule and calendar for the dates and times of all events (swim meets, practices and social activities). The schedule and calendar can be found on the West Laurel Swim Club website: <http://www.westlaurelswimclub.com/>. Once the pool opens the schedule and calendar are also posted on the bulletin board.

**Please check regularly for updates.**

## SWIM MEET ABSENCES

**\*\*All swimmers a**

**re assumed available for a meet unless the coaches are notified.\*\***

The single most important information a parent can provide to the coaches to assist them in managing the team smoothly is to keep them aware of when your swimmer will be absent for a meet. For the purpose of assembling accurate meet line-ups, the coaches must be made aware of any meet a swimmer will miss. Due to PMSL rules governing team rosters, this is especially true for A-meets. We offer several methods for notifying coaches when a swimmer will be absent for a meet. They are: the MIA list posted on the bulletin board, the meet line-up sheets posted on the bulletin board on which you may scratch out your swimmer or through direct contact with a coach. Of these methods, the most reliable has proven to be the Absentee Swimmer List. It is strongly suggested you that you complete this form as early as possible for the purpose of informing the coaches of those swimmers planning on taking vacation or that will be absent during any portion of the season. The coaches will be using this form in planning lineups for our swim meets. Please indicate on the form any absences as soon as possible.

**If unforeseen circumstances arise that prevent participation at an A-meet, it is imperative that parents contact one of the Coaches no later than 7:30 am Saturday the morning of the meet. Please call the coaches or chairpersons' phone numbers listed at the front of this manual**

## TIME TRIALS

**The time trials meet is held for all swim team members one week prior to the first dual meet as a practice meet for all team members; swimmers and parents.** It provides our swimmers an opportunity to swim and the parents to practice officiating in a “real meet”

atmosphere. At time trials, each swimmer competes in all events possible for their age group. The times the swimmers achieve are used by the coaches to help develop swimmer line-ups, or seedings, for A-meets or B-meets. These times are also used to establish the baseline for the improvement ribbons and the Most Improved Swimmer trophy in each age group. As you might conclude, these times are very important to the team and the swimmer. While missing the time trials is not the end of the world, it is an important component in the operation of the team and all swimmers are strongly encouraged to participate. If your swimmer misses the time trials, the coaches will try to make arrangements to “time” them at another opportunity, if not your swimmer may be entered into the 1<sup>st</sup> A meet with a NT (no time). If the time is not from time trials or an A meet it will only be used for event seeding purposes and cannot be used as a baseline for either an improvement ribbon or for the Most Improved Swimmer award.

**If a swimmer joins the swim team after time trials and their age group has less than 6 swimmers they will be eligible for the next A meet and be seeded with a NT if there is not a B meet prior to the next A meet.**

## Practice Schedule

Team practices are Monday through Friday and are divided into afternoon and morning sessions. The afternoon sessions start [May 31<sup>st</sup>, 2011](#) and run through the end of the season. The morning sessions will begin once schools are out for summer break, tentatively [June 20<sup>th</sup>, 2011](#). Afternoon sessions are not held when they coincide with B-meets or other special events. The times by preferred groupings are as follows:

| Session                    | Time                                  | Age Group / Ability Level               |
|----------------------------|---------------------------------------|---|
| <b>Afternoon Sessions:</b> | <b>Monday – Friday</b>                | <b>Start Tuesday after Memorial Day</b> |
| 4:30 – 5:30 pm             |                                       | Open / Prefer Ages 12 and Under         |
| 5:30 – 6:30 pm             |                                       | Open / Prefer Ages 13 and Up            |
| <b>Morning Sessions:</b>   | <b>Monday - Thursday</b>              | <b>Starts once Schools Close</b>        |
| 7:45 – 8:45 am             |                                       | Ages 13 and Up / Advanced Swimmers      |
| 8:45 – 9:45 am             |                                       | Ages 9 to 12 / Intermediate Swimmers    |
| 9:45 – 10:30 am            |                                       | Ages 8 and Under / Beginner Swimmers    |
|                            | <b>Friday Mornings and Afternoons</b> | <b>Starts once schools close</b>        |
| 7:45 – 8:45 am             |                                       | Ages 13 and Up / Advanced Swimmers      |
| 8:45 – 9:45 am             |                                       | Open / Open - Breakfast After Practice  |
| 4:30 – 5:30pm              |                                       | One afternoon practice                  |

Swimmers need to attend daily practice sessions for their given ability or age. The practice schedule has been developed to provide a degree of flexibility for the swimmers and their parents. The morning sessions in particular are structured for swimmers of similar abilities, with age used as a guideline. **Swimmers can come to other practices than their regular one only by Coach’s invitation.**

The afternoon sessions, once the morning sessions have started, are designed for those that can’t attend the morning practices. While the afternoon practices are technically open, the coaches' request that those that have the flexibility of attending either session, please follow the age guideline. If you have any question or would like to discuss which practice time is best for you child, please contact one of the coaches.

Practices are under the direct supervision of the coaches. If you find that you have a need to discuss a matter with one of the coaches, please try to arrange a time other than during the practice sessions. The 10 to 15 minutes before or after the practices usually work well for speaking with the coaches. We make this request in an effort to ensure the safety of the swimmers, maximize the effectiveness of the limited practice time, and reinforce with the swimmers that the coaching staff is responsible for the team's behavior and discipline during practices and swim meets.

## Swimmer's Code-of-Conduct

Swimmers are expected at all times to:

1. Do their BEST! and have FUN!
2. Conduct themselves in a sportsman-like manner at all times. (Respect others and they'll receive the respect you deserve.)
3. Follow the instructions of the Coaching Staff.
4. At swim meets:
  - a. Team members must check in with the Coaching Staff upon arrival.
  - b. Stay in the team area for the entire meet except when swimming an event.
  - c. Be aware of their scheduled events.
  - d. Be ready for their events and report to the clerk-of-course at the designated time.
  - e. No swimmer shall leave a meet without first informing the Coaches.
5. Attend as many practices as possible. (It's better to show up late than not at all.)
6. At Practices:
  - a. Follow directions attentively and actively participate in the practices.
  - b. Be focused and swim hard at practice.
  - c. Be prepared for practice. Swimmers are responsible for their own equipment (goggles, suits, etc.). Please make sure your name is on your swim equipment.
  - d. The swimmers are not to leave the practice area during a practice session without permission of a coach.
7. Inform the Coaching Staff of any meet absences.
8. Do their BEST! and have FUN!!!!
9. **No electronics allowed at the meet**
10. **If a swimmer misses an event, they are out for rest of meet.**
11. **Swimmers must sit in the designated team area and may not leave without coaches' permission.**

## Parent's Code-of-Conduct

Parents are expected at all times to:

1. Have a positive attitude toward your swimmer and all swimmers. Make sure you encourage them!
2. Notify the Coaches if your swimmer is going to be absent from a meet or leave early from a meet. Please keep the MIA sheet up to date.
3. Notify the Coaches before removing a swimmer from a meet or practice.
4. Please conduct any conversations with the Coaches outside the normal practice times (i.e. before or after practice.). We make this request in an effort to ensure the safety of the swimmers, maximize the effectiveness of the limited practice time, and reinforce with the

swimmers that the coaching staff has responsible for the team's behavior and discipline during practices and swim meets.

5. Please display good sportsmanship (you are setting an example for the swimmers). Please make sure that once the whistle is sounded for the start of an event please try to be quiet – we MUST have QUIET for FAIR Starts.
6. Smoking is not permitted on the Pool Deck or near the athletes.
7. Participate in the S-O-S Program and HAVE FUN!!!!

Any unsportsman-like or disruptive behavior that is deemed by the coaches or Swim Team Chair to be detrimental to the safe and effective conduct of the program may be cause for suspension or removal of the offending person(s) from the program.

## Weather Policy

Pool operations are controlled by County and State regulations. If the regulations permit pool operations, meets and practices will be conducted.

**Practice:** Practices usually take place if it is raining. Only if it is raining hard enough to obscure vision of the pool bottom, or there is thunder or lightening will practice be canceled. **Do not assume that if one practice is cancelled that the other is automatically canceled. If practice is canceled due to contamination there will still be dry land practice. Practice will take place regardless the number of swimmers.**

**Meets:** Do not assume a meet is canceled. Please show up at the pool at the designated time. If it becomes necessary to cancel the meet, an announcement will be made at that time. You can follow Coach Dave on Twitter to see when the meet will restart. **Need Dave's Twitter Account**

## AWARDS

### PMSL

It is the policies of the PMSL and the WLST to present awards to swimmers who distinguished themselves during the summer swim season. League rules specify that at dual meets, the first four places in each event be awarded ribbons. Usually participation ribbons are presented to all swimmers who did not place to indicate the event and time. **All ribbons are presented at the next team practice session.** At Divisionals, medals are awarded to the first six places in each event. The Division Champion trophy is awarded to the team with the most points at the conclusion of the Divisionals. Pool records can be achieved in A-Meets, Divisionals, and All-Stars. League records can be set in A-Meets, Divisionals, and All-Stars where the pool is either 25 meters or yards or 50 meters or yards in length.

First place winners at Divisionals automatically qualify to compete in the League All-Star meet held at the Whitehall Pool and Tennis Club. In addition, the next fastest swimmers in the Division meets from the entire league will also qualify up to the maximum number of lanes available for two heats. Trophies are given to the first three places and plaques to the next three places in each event.

## WLST

WLST has its own swimmer recognition program. Team and pool records corresponding to the League age of the swimmer are awarded for any improvement of an existing event record when swum during an A-Meet, Divisional, Laurel Invitational, or All-Stars. Records have been compiled since the team was founded. The records are updated as needed to show the best times and are displayed on the swim team bulletin board at the pool.

At the conclusion of the season, parents, swimmers and coaches get together at the Annual Family Fun Night and Awards Banquet. This year the event is scheduled for Saturday, July 23, 2011. Details will be provided later in the season. At this event, the team recognizes and honors all members of that season's swim team. There are many awards that are given out to recognize achievement. While some receive awards for being the best in their age group by points, others are recognized for participation, 1st year swimmers, most improved by time, and intangible awards given out by the coaches. The team recognizes that swimming is not many children's first sport but we aim to recognize achievement of all levels. From the swimmers that break records to the ones that finish their first year, we hope their swim experience is one they will have fond memories of in the future.

Trophies are awarded to the top scoring boy and girl swimmers in each age group. The "Most Valuable Swimmer" trophies are awarded to the top scoring boy and girl on the team. The "Most Valuable Swimmer" names are also affixed to a permanent plaque that is displayed in the Pool Clubhouse. The criteria for selection of the top swimmer in each age group or the most valuable swimmer are as follows:

1. Points scored for the team. (relays do not count towards age group high point or most valuable swimmer awards.)
2. Times in relation to others within their age group.
3. Team records accomplished during the season.

Scoring for specific age groups and "Most Valuable Swimmer" awards are derived only from A-meets and Divisional performances.

**POINTS:** Points are awarded to each swimmer on the basis of where they finish in each event, (5-3-2-1 points) for first through fourth positions during A-Meets, and (7-5-4-3-2-1 points) for first through sixth place during Divisionals. Swimmers who have to swim out of their age group will receive points based on the greater of the following methods:

1. Order of finish in the event swum, or
2. Order of finish based on time had they swum within their own age group.

Swimmers competing within their age group shall receive the points they earned in the given event regardless of the potential outcome if no swimmer had swum out of their age group.

**TIMES:** At the end of the season, an individual's best times in each stroke are compared to others within their age group. Points are awarded to the top six (6) swimmers in each stroke. An individual swimmer will only receive points for their top three (3) strokes. Point values are awarded as follows: 1<sup>st</sup> - 7pts., 2<sup>nd</sup> - 5pts., 3<sup>rd</sup> - 4pts., 4<sup>th</sup> - 3pts., 5<sup>th</sup> - 2pts., 6<sup>th</sup> - 1pt.

**RECORDS:** Points will be awarded to those swimmers who achieve team records during the season. A swimmer shall receive one (1) point for each such record with a maximum of three (3) points for the season. The record must be set during the current season for the swimmer to receive credit. Relay records do not count toward this category.

## Order of Meet Events

| Boys Event # | Event Description   | Girls Event # |
|--------------|---|---------------|
| 1            | OPEN MEDLEY RELAY<br>200 yards/meters                                     | 2             |
| 3            | 10 & Under<br>Butterfly - 25 yards/meters                                 | 4             |
| 5            | 11 - 12<br>Butterfly - 50 yards/meters                                    | 6             |
| 7            | 13 - 14<br>Butterfly - 50 yards/meter                                     | 8             |
| 9            | 15 - 18<br>Butterfly - 50 yards/meters                                    | 10            |
| 11           | 8 & Under<br>Freestyle - 25 yards/meters                                  | 12            |
| 13           | 9 - 10<br>Freestyle - 50 yards/meters                                     | 14            |
| 15           | 11 - 12<br>Freestyle - 50 yards/meters                                    | 16            |
| 17           | 13 - 14<br>Freestyle - 50 yards/meters                                    | 18            |
| 19           | 15 - 18<br>Freestyle - 100 yards/meters                                   | 20            |
| 21           | 8 & Under<br>Breaststroke - 25 yards/meters                               | 22            |
| 23           | 9 - 10<br>Breaststroke - 25 yards/meters                                  | 24            |
| 25           | 11 - 12<br>Breaststroke - 50 yards/meters                                 | 26            |
| 27           | 13 - 14<br>Breaststroke - 50 yards/meters                                 | 28            |
| 29           | 15 - 18<br>Breaststroke - 50 yards/meters                                 | 30            |
| 31           | 9 - 10<br>Backstroke - 25 yards/meters                                    | 32            |
| 33           | 11 - 12<br>Backstroke - 50 yards/meters                                   | 34            |
| 35           | 13 - 14<br>Backstroke - 50 yards/meters                                   | 36            |
| 37           | 15 - 18<br>Backstroke - 50 yards/meters                                   | 38            |
| 39           | 8 & Under<br>Backstroke - 25 yards/meters                                 | 40            |
| 41           | 12 & Under<br>Individual Medley - 100 yards/meters                        | 42            |
| 43           | 13 - 14<br>Individual Medley - 100 yards/meters                           | 44            |
| 45           | 15 - 18<br>Individual Medley - 100 yards/meters                           | 46            |
| 47           | 8 & Under<br>Mixed Freestyle Relay - 100 yards/meters                     | 47            |
| 48           | Graduated Age (9 - 18) Freestyle Relay<br>Four Persons - 200 yards/meters | 49            |