





# WELCOME

Dear Sandpiper Family;

The Sandpiper Coaches, Board of Directors and Team Administration, want to welcome you to the Sandpiper swim team.

Whether you are new to the Sandpiper swim program, or are returning for another rewarding season, we are excited to let you know about the upcoming swim season. We hope that you are as enthusiastic as the Coaches, Board of Directors and Team Administration about our prospects for our future.

The Sandpiper Swim Team prides itself on the commitment to provide a place and opportunity to excel for swimmers at every level of competitive swimming, from novice swimmers to nationally ranked swimmers. Swimming is a sport that encourages team attitude while fostering and supporting individual goals and achievement. It is a sport that requires of its participants an incredible level of dedication and hard work. When a child learns that they can balance schoolwork, swim practice and other extracurricular activities, then that child has developed skills that will be with them throughout their life.

We are proud of our accomplishments over the team's 35 year history. We have had a record number of swimmers qualify to represent our team at both the Winter and Summer Junior Olympics. Our swimmers have had great successes at these meets, with many reaching finals. Throughout our history the Sandpipers have had swimmers chosen for the SCS Western Zone Team as well as swimmers qualifying and competing at Junior Nationals and Nationals! The All American Academic Achievement Award was earned by several of the high school age Sandpiper swimmers. As well, many swimmers have been awarded college scholarships for swimming. As our team has grown significantly over the past years the coaching staff has expanded to accommodate the needs of all swimmers. Our coaches continue to advance their coaching skills and knowledge through training and education to achieve advanced certification levels.

As a non-profit organization, we look to our members, the parents of our swimmers to provide us with the infrastructure to make our team successful. With the assistance of our members, our team offers Southern Nevada the very best. The values you role model to your children through your volunteerism are valuable life long lessons. Whether you are new this year, or have been with the team several years, we ask you now to become familiar with the many opportunities available to support the team and give a little of your time to make Sandpiper Swimming a continued success.

**Your Sandpiper Coaches, Board of Directors  
& Team Administration**

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## **Team Philosophy**

The goals of Sandpiper Swimming are to:

- Provide a program for competitive swimming.
- Help young people to take on challenges, set goals, and achieve their full potential.
- Create a positive environment that promotes personal growth.
- Create a sense of team, while developing atmosphere of camaraderie.

Sandpiper Swimming realizes the importance of making a place for everyone regardless of his or her abilities.

## **Sandpiper Swimmer Code of Ethics**

### **Respect...**

- Your coaches, teammates, officials, and spectators
- Your competition – always display good sportsmanship
- Our country – stand in reverence during the Pledge of Allegiance
- Sandpiper property, our pools, and any other facility we may visit

### **Abide by team rules...**

- Always wear team suits, caps, shirts and warm-ups to team competitions.
- Participate in team cheers.
- Sit with your team at group functions.
- Inform your coach when leaving a function, event, or competition.
- Always speak with your coach before and after a race.
- Never scratch a race without speaking to your coach first.
- Let your coach know if you are unfamiliar with the meet's course of action. They can instruct you in the correct procedures to follow to assure being in the right place at the right time.

### **A Sandpiper is mindful of...**

- Achieving personal goals through individual growth and development while contributing back to the team.
- Being a good role model to younger Sandpipers.
- Their actions, as they represent the team and how their actions are perceived by others.
- The potential dangers of the Internet and personal websites. A Sandpiper **never** discloses the Sandpiper name, its members, and practice times, locations, or special events.



## **Sandpiper Parent Code of Ethics**

- Have your swimmer to practices, meets and functions on time. Allow them to stay until the end of the meet to cheer on their teammates and help with counting laps and timing for their teammates' distance events.
- Wait until after practice to discuss issues and concerns with the coaches. Coaches are usually available after practice, and are always available by phone or e-mail. Leave a message stating your question or problem and your message will be returned as soon as possible.
- Plan to attend the team meetings. Check your family file and/or web site for times and dates.
- Support the team. The Sandpiper Swim Team is a parent-run organization, and we can't succeed without parent volunteers. We have fundraisers, swim meets, and social activities that we need help with at various times of the year. See a Parent Board Member or your Parent Rep. to volunteer.
- Expect to spend at least 1-2 hours timing at all meets your swimmer is participating in. It is essential for the swimmers to have timers. There will be a timing sign up coordinator at each meet with a timing assignment sheet. It is the parent's responsibility to find the representative and sign up for timing.
- Check the family file, and your e-mail, or the web site at [www.swim-n-pipers.com](http://www.swim-n-pipers.com) regularly to make sure you are current on all news and events.
- Cheer for swimmers from the stands. Often only swimmers and coaches are allowed on crowded competition pool decks.
- Feed your swimmers appropriately. Help them learn about proper nutrition that will give them the energy to practice and compete safely. Visit the USA Swimming web site at [www.usa-swimming.org](http://www.usa-swimming.org) for more information.

Supervise your children (swimmers and siblings) when they are "off deck." At swim meets and practices, the coaching staff is responsible for swimmers' needs in relation to the meet or practice. It is the parents' responsibility to make sure children are dropped off and picked up on time, and to make sure children do not wander out of or around the pool area unsupervised. Do not drop your swimmer off at a meet unless you have made arrangements for supervision with another parent! Please note that if you do not attend a meet your swimmer is participating in, you are still responsible for your timing & volunteering requirements.



## Sandpiper Practice Location

**Desert Breeze Aquatic Center**  
8275 W. Spring Mountain Road  
Las Vegas, NV 89117  
702-455-7791

Near the southeast corner of Spring Mountain and Durango. An indoor 8 lane 50-meter competition pool.

## Other Area Pools Used by Sandpipers for Practice and Meets

**City of Las Vegas Pavilion Pool**  
Palo Verde Pool  
333 Pavilion Center Drive  
Las Vegas, NV  
229-1488

From 215 take Charleston east exit. Turn left onto Pavilion Center. Pool is on left northeast corner of Pavilion and Alta past the high school. An outdoor 8 lane 50-meter Competition pool.

**Whitney Ranch Pool**  
1575 Galleria Drive  
Henderson, NV  
450-8813

From I-15 take Russell Road Exit heading west. Turn left on Galleria Drive. Pool complex is about three blocks down on the right.

**UNLV Buchanan Natatorium**  
UNLV Campus  
4505 S. Maryland Pkwy  
Las Vegas, NV

From I-15, exit Tropicana Ave east to Swenson. Turn left on Swenson to Harmon. Turn right on Harmon. Pool is ¼ mile on left just past the tennis courts. An indoor 8-lane 25 yard competition pool with adjoining 25 yard warm up pool.

**City of Las Vegas Municipal Pool  
(aka: Mini or Dula)**  
431 E. Bonanza Road  
Las Vegas, NV 89101  
702-229-6309

From Highway 95 exit Las Vegas Blvd north. Turn left on Bonanza. Pool is on the southwest corner of Las Vegas Blvd and Bonanza. An indoor 8 lane 50-meter competition pool.

## Pool Rules

1. Horseplay such as running, splashing, shoving or dunking is not allowed.
2. Objects other than your swimming equipment are not allowed in the pool during practice.
3. Profanity, hand gestures or other improper behavior is not allowed.
4. Swimmers should change clothes in the locker rooms, not on deck.
5. Sitting, standing or pulling on lane lines is not allowed.
6. No food or drinks (other than water) are allowed in the pool area.
7. Swim caps are required to be worn by all female swimmers during practice.
8. Spectators, including parents, may watch practice from the designated areas in the bleachers, or the surrounding pool deck.
9. Instructions from the coaches, lifeguards or facility employees must be obeyed at all times.
10. Foster team spirit by showing respect for your teammates and yourselves.

## **Organization**

The Sandpiper Swim Team is a 501 (c) (3) non-profit organization. Our operating funds are generated from membership dues, fundraising events, swim meets and sponsorship. These funds are primarily used for coaching costs, equipment, incentives, and social functions for our swimmers. The team budget revenues and expenses are carefully planned to keep dues as low as possible.

The Executive Board of Directors consists of the President, Vice President, Secretary, Treasurer, and the Executive Director. To provide continuity of the Executive Board, President and Secretary are elected in August; the Vice-President is elected in March. Terms are currently for one year. Nominees must be a club member for four (4) years, unless otherwise approved by the Executive Board. The Treasurer must be a member of the club and is appointed by the Executive Board. The Executive Director is appointed by the Executive Board and is the Head Coach of the club. Committee Chairpersons are appointed by and under the direction of the Executive Board.

## **Mission Statement**

To operate as a club that promotes and financially support swimming as a competitive sport for the youth of the community, in Southern Nevada. This corporation is a non-profit corporation, organized solely for educational, scientific and charitable purposes. The specific purposes of this corporation are to:

- organize, operate and maintain a youth swimming program at the highest level
- promote educational opportunities, while developing citizenship and leadership for Southern Nevada's youth through participation in swimming
- establish scholarships for swimmers interested in the pursuit of higher education and elite levels of swimming
- extend opportunities for youth through swimming
- promote swimming in Southern Nevada, and to engage generally in any cause to encourage the cultural, social, educational and mental welfare of young swimmers

## **Membership Requirements:**

- Participation is open to anyone interested in competitive swimming regardless of age or ability.
- Interested swimmers must try out with the designated Sandpiper Coach for proper training group placement. All placements are at the discretion of the Coach.
- Completion of Membership Agreement
- Payment of all fees
- Membership in USA Swimming
- Adherence to all Sandpiper policies
- Adherence to drug free environment
- Participation and Team Sportsmanship

## **Team Membership**

Membership is open to all who participate in the Club, abide by the by-laws and agree to the Mission Statement. Members are also required to abide by the Membership Agreement presented each year in September, paying dues as stated and participating in volunteer activities as stated.

The Club states Non-Discrimination in accepting Members based on race, sex, religion, or disability and are consistent with that statement of USA Swimming.

## **Structure**

**The Sandpiper Swim Team** is a member of the Eastern Section of **Southern California Swimming (SCS)**. **Southern California Swimming** is a **Local Swim Committee (LSC)** of **USA Swimming**. USA Swimming is divided into four **Zones**, Eastern, Southern, Central and Western. Southern California Swimming is part of the Western Zone.

**Southern California Swimming (SCS)** is one of the 59 **Local Swimming Committees (LSCs)** of USA Swimming. Each LSC has its own set of by-laws under which it operates. A House of Delegates with representation of athletes, coaches, members of the Board of Directors and clubs is responsible for managing the business affairs of each LSC. Southern California Swimming consists of 145 clubs with over 16,000 athlete members and over 1,000 non-athlete members. SCS is divided into four subdivisions or sections: Coastal, Eastern, Orange, and Olympic. The Sandpiper Swim Team is assigned to the Eastern Section.

## **USA Swimming**

USA Swimming is the National Governing Body for competitive swimming in the United States. As the governing body, USA Swimming is responsible for the conduct and administration of swimming in the United States. The main office is located at the Olympic Training Center in Colorado Springs Colorado. USA Swimming staff interact with 59 **Local Swimming Committees (LSCs)**, athletes, coaches and volunteers at all levels to provide a variety of services to over 220,000 registered athletes and over 2,900 swim clubs nationwide.

USA Swimming has the responsibility to formulate rules, implements policies and procedures, conducts national championships, distributes safety and sports medicine information, and insures the development of its' members clubs and age group swimmers. USA Swimming is responsible for the selection of USA National Teams, which compete at the Olympic and World Championships as well as other international competitions. Each **Local Swimming Committee** is responsible for administering USA Swimming activities in a defined geographical area.

- **MISSION STATEMENT – USA Swimming**

USA Swimming is the National Governing Body for the sport of swimming. We administer competitive swimming in accordance with the Amateur Sports Act. We provide programs and services for our members, supporters, affiliates and the interested public. We value these members of the swimming community, and the staff and volunteers who serve them. We are committed to excellence and the improvement of our sport.

- **VISION STATEMENT - USA Swimming**

To inspire and enable our members to achieve excellence in the sport of swimming and in life.

- **CORE OBJECTIVES - USA Swimming**

USA Swimming has adopted three core objectives. These core objectives establish the foundation of the strategic business plan for our sport. USA Swimming encourages all members to participate in the local, regional and national efforts to ensure that these objectives are accomplished.

1. **Build The Base**

We seek to expand our membership in order to share our sport with as many other people as possible. We are especially committed to sharing the values of our sport with young people who may discover that swimming is an activity they can enjoy for their entire life.

2. **Promote the Sport**

We want swimming to receive as much publicity as possible because we believe that the more people learn about our sport the more inclined they will be to join the ranks of our membership. We are proud of our sport and we seek to celebrate it whenever possible.

3. **Achieve Competitive Success**

USA Swimming has been ranked as the number one swimming nation in the world for more than 40 years. We seek to continue this tradition of competitive excellence. When our elite athletes are successful in fulfilling their Olympic dreams our society benefits from the inspiration these athletes give us.

## **USA Swimming Registration**

All Sandpiper swimmers must be active members of USA Swimming in order to practice with the team and compete in USA-sanctioned meets, which includes SCS-sanctioned meets. Membership is renewed in the fall of each year. The annual fee provides limited, co-benefit accident and liability insurance for members participating in supervised workouts and swim meets, and a subscription to Splash Magazine. Membership in USA Swimming also confers many other benefits and helps keep all club members up-to-date on news in the wider world of swimming. Initial registration submitted after September 1<sup>st</sup> covers the swimmer for the remainder of that year and the entire next year. After that, registration will expire on December 31<sup>st</sup> of each year.

Seasonal memberships are available for April through August for swimmers joining the team during these months, or for swimmers who may only swim during the summer season.

## **New Sandpiper Swimmers - USA Registration**

New team members must provide “proof of birth” (passport or birth certificate) to a Sandpiper administrator as part of the initial USA Swimming registration. All swimmers must re-register annually, which takes place during the month of August.

If you are a new Sandpiper swimmer from another team in SCS, please see the team Registrar for a Change of Affiliation Attach/Unattach Form. The form and a minimal fee for unattachment must be submitted to the SCS office prior to or at your first sanctioned meet with the Sandpipers. The swimmer must be unattached for 120 days before he/she may compete attached to Sandpipers. The period of unattachment begins the day following the last day on which the swimmer represented his/her previous USA Swimming team at a sanctioned meet. An additional Change of Affiliation with fee must be submitted to SCS to then attach to the Sandpipers. A swimmer may not attach or reattach at/during a meet.

If you are a new Sandpiper swimmer from another team outside SCS, please see the Team Registrar to request a transfer form. The transfer form must be **received** by the SCS Office before the swimmer is registered in SCS.

## **Sandpiper Training Groups**

The Clark County Sandpipers of Nevada offers United States Swimming Programs for individuals age 5-Adult. Each group is designed to benefit swimmers who are grouped by experience, ability, and training commitment.

The number, duration, and intensity of the practices are geared to the above elements that define the swim group. Following is a table that shows approximate practice figures per group. The aim of the coaching staff is to move swimmers through the groups as warranted by their ability and desire.

<b><u>TRAINING GROUP</u></b>	<b><u>DAYS/WEEK</u></b>	<b><u>WORKOUTS OFFERED</u></b>	<b><u>DURATION</u></b>
Stroke School 1-6	2	2	55 min.
Novice/Beginner	4	5	1 hr
8 Under Gold	5	5	1 ½ hr
Blue Group	5	5	1 ¾ hr
Junior Olympic 1	6	6-8	2 ½ hr
Junior Olympic 2	6	6-8	2 ½ hr
High School Regional	6	6-8	2 ¼ hr
National	9	9-12	3 ¼ hr

### **Clark County Sandpiper Stroke School**

Stroke School is our newest and most successful program. Our new program is currently running at six different times for more flexibility in everyone's schedule. Our best swimmers and coaches teach new swimmers to the team 20 new skills to master. These skills include Biomechanical Progressions, Physiological Progressions, Character Development, Life Skills, Championship Behavior, Accountability, Work Ethic, Self-Discipline, Time Management, Commitment, Team Loyalty, and More. Once the swimmer has mastered all 20 skills they are ready to move onto the Sandpiper Novice/Beginner Swim Team.

All team tryouts are held every Monday of each month. Location 8275 West Spring Mountain Road. Any Swimmer that can demonstrate freestyle or backstroke for at least 25 yards is qualified to join the team. The cost per session is \$50.00 payable to Clark County Sandpipers of Nevada. Please call for more information 702-737-7799 or email ronaitken1@cox.net

### **Clark County Sandpiper Novice/Beginner Swim Team**

This swim program is designed for children ages 5 to 14 that are new to the sport of swimming and are able to pass all skill levels from stroke school. Team tryouts are held every Monday of each month. Location 8275 West Spring Mountain Road. Any Swimmer that can demonstrate freestyle or backstroke for at least 25 yards is qualified to join the team. Swimmers are taught the basics of the four competitive strokes and competition starts and turns, while building their endurance. They also, like the stroke school classes will be required to pass 20 skill levels that include more levels of Biomechanical Progressions, Physiological Progressions, Character Development, Life Skills, Championship Behavior, Accountability, Work Ethic, Self-Discipline, Time Management, Commitment, and Team Loyalty.

Swimmers in this group experience the fun of competition developmental team swim meets. Emphasis is placed on developing positive self-esteem, making new friends and having fun! The Novice Group swims year-round and practices are offered five days per week for 60 minutes.

## **Blue Group**

Swimmers in this group have a basic understanding of swimming skills. Refinement and continued development of these skills are the main objective of this group. All of the swimmer's other activities, such as soccer, baseball, dance, etc. are encouraged. The basic points of emphasis are swimming satisfaction, fun, stroke technique and beginning competition. Swimmers generally compete in "ABC" level swim meets and are encouraged to attend at least four of the five 1-3/4 hour practices offered each week. Skills test are still being used to advance to the next level. Skills required will be determined by which group they would best qualify for according to the swimmers age. Advancement to the next level would be High School Regional Groups or Junior Olympic Groups I & II.

## **Gold Group**

Swimmers in these groups have some competitive swimming experience. The focus of this group is to refine and continue to develop the swimmer's skills. Conditioning and endurance training are also introduced. As with Stroke School and Novice/Beginner Swim Team, all of the swimmer's other activities, such as soccer, baseball, dance, etc. are encouraged. Swimmers generally compete in "ABC" level swim meets and are encouraged to attend at least four of the five 1-1/2 hour practices offered each week. Skills are still being used to advance to the next level. Advancement to the next level would be Junior Olympic Group I.

## **High School Regional Groups**

Swimmers in this group have a mix of beginner and high level of competitive swimming experience. This group is designed to transition swimmers from age group swimming to senior swimming through an increased volume and intensity of training. The focus is to gain competitive experience, improve cardiovascular fitness, and refine stroke and racing skills. Swimmers in this group generally compete in the highest level swim meets for which they are qualified, including High School Regional, AA Champs, Nevada State Meet and Junior Olympics. They are encouraged to attend at least five of the six practices offered each week. Skills test and competitive performance are being used to advance to the next level. Advancement to the next level would be National Group.

## **Junior Olympic Group I & II**

Swimmers in these groups have a high level of competitive swimming experience. Dry land training, endurance, conditioning, and stroke refinement continue to be emphasized. In addition, race strategy, competitive skills, goal setting and an understanding of time standards are emphasized. Swimmers generally compete in "ABC", "AA" and Junior Olympic level swim meets and are encouraged to attend at least five of the six two-hour practices offered each week. Skills test and competitive performance are being used to advance to the next level. Advancement to the next level would be High School Regional or National Groups.

## **National Group**

Swimmers in National have developed the ability to train at a greater volume and intensity and have established a consistency in training that reflects a commitment to the National team program. They generally compete in the highest level competition for which they are qualified, with the goal of competing and scoring at the highest levels of the sport. They are expected to attend at least 100% of practices offered each week. The National Training Group is the highest level of training achievement a Sandpiper can attain. A high level of focus to the Statement of Dedication, Attendance Policy, and Competition Schedule, will need to be displayed through the season.

**Statement of Dedication:** The swimmer will display a genuine level of desire, dedication, and discipline in an effort to fully reach his or her potential in the sport of swimming.

**Attendance Policy:** Swimmers are expected to make all training sessions and swim meets assigned by the coaching staff. This includes all dry-land and water training, as well as any other team function in which the National Team participates in or supports through attendance. 100% attendance is expected. The minimum attendance requirement to participate with the Sandpiper National Training Group is 90% over any given period of time, to be evaluated in an on-going manner by the Head Coach. Failure to maintain the attendance requirement may result in following: receiving reduced or no travel funds, being excluded from team travel, and/or possibly being reassigned to an alternate group. Doctor appointments, after school programs, family vacations and all other activities are encouraged to be schedule around practice to insure a high percentage of attendance that will offer the best results at peak performances.

**Scheduled Competitions:** It is expected that all members of the National Training Group attend all the designated competitions by the Head Coach. It is important that all scheduled competitions are attended for proper representation of the Team and The National Training Group. All arrangements, including scholastic and personal, should be made well in advance to assure participation. Failure to attend competitions may result in receiving no travel funds or reduced travel funds on future meets, excluded from future team travel, and/or possibly being reassigned to an alternate group.

**Injury and/or Illness:** The Head Coach reserves the right to exclude swimmers that have been repeatedly ill and/or injured and unable to maintain a regular practice sessions from attending scheduled competitions. If the swimmer has not been able to maintain regular practice sessions, the ability to perform with the best possible results is lowered and the swimmer should not be competing. The Head Coach also reserves the right to reassign the swimmer to an alternate group if necessary. Reassignment to an alternate group will be used as a last result if the swimmers' training has not been consistent with progression of the National Training Group.

**Scholastics:** Proper time management is needed to train and maintain the swimmers studies. Swimmers must maintain passing grades in all study courses in order to continue to swim for the National Training Group. Homework and special projects need to be scheduled around practice time and competitions, to insure a high percentage of attendance. If the swimmer is repeatedly absent from practice for scholastic related homework or special projects, time management needs to be evaluated, and the possibility of reassignment to an alternate group maybe needed to provide more time for scholastics.

## **The Parent-Swimmer-Coach Relationship**

It is not the intention of any Sandpiper coach to advise a parent on how to raise their children. No one understands the parent-child relationship better than the parent. In an athletic environment, human nature sometimes prevents a parent from remaining objective in matters concerning their children as a situation relates to swimming. Through personal experience as competitive swimmers and years of coaching, the Sandpiper coaching staff has probably at one time had to deal with the issues you may be confronting. If you have questions or concerns, please contact your coaches so they can help.

Everyone involved in the training program conducted by Sandpipers realizes that all swimmers learn individually and physically develop at different rates. As individuals, each will respond differently to various methods of skill development and will reach their goals accordingly. With years of experience, the Sandpiper coaching staff finds that the balanced parents who focus on the byproducts of becoming a responsible swimmer are ultimately the swimmers who win. Seeing a swimmer become a self-motivated, confident young adult can mean more than having the fastest times.

## **Coaching Staff**

Sandpiper Swimming has the most qualified coaching staff available in Southern Nevada for all levels, from the novice to the elite. Our coaches continue to advance their coaching skills and knowledge through training and education to achieve advanced certification levels. Our coaches bring to Sandpiper swimmers not only experience, but enthusiasm, dedication, and a love for the sport of swimming. They coach because they love it.



## WHAT SANDPIPER COACHES LIKE TO SEE IN PARENTS

### *Swim parents are Wonderful when...*

- ◆ You work a full day at a swim meet, and then want to know where the team party is!
- ◆ You cheer for athletes who are not your own children.
- ◆ You drive carpools that would make a NYC cab driver dizzy.
- ◆ You help set-up or break-down for events that you did not sign-up to help with.
- ◆ You ask your swimmer after the race “What did your coach say? – What do you think?”
- ◆ You operate a phone tree that helps spread information.
- ◆ You say, “What’s your next event?” after your ten-year old just got DQ’d.
- ◆ You understand that only the four fastest swimmers can be on the “A” relay team.
- ◆ You emphasize the importance of the “team” and cheering for teammates.
- ◆ You help new parents “learn the ropes” in a positive way.
- ◆ You promote team unity.
- ◆ You applaud everyone’s efforts and comfort those that need it.
- ◆ You realize that coaches are human, and feel terrible when they make a mistake – just like you do.
- ◆ You know that there is nothing heavier than “great potential.”
- ◆ You realize that one single swim is not all that important; it’s the process that counts.
- ◆ You congratulate your child’s teammates for doing a best time because recognition by another adult is very important.
- ◆ You support your child’s swimming by supporting the organization that brings your child the opportunity to excel.

## Team Registration

All new members will be charged a one-time registration fee per family. Any member leaving the team and who has not paid dues for one month or more during the previous 12 months will be charged a re-registration fee equal to one month's dues upon returning to the team. A new try-out may be required for returning member for proper group placement.

## Membership Dues & Pool Fee

Membership dues and pool fees are to be paid monthly, due by the first of each month. Since we must meet our operating expenses monthly, it is crucial that we receive timely payment from our members. Dues will be considered late after the 10<sup>th</sup> of the month and a late charge of 10% will apply. Monthly fees are broken down by group and the number of swimmers in each family. Please refer to your annual membership agreement, which outlines the dollar amount for dues, pool fee and fundraising requirements.

**Mail dues payments to:**                      **OR: Drop in the team drop**  
**Sandpiper Swim Team**                      **box on the pool deck**  
P.O. Box 80813  
Las Vegas, NV 89180-0813

Mailed checks should be postmarked by the 10<sup>th</sup> of each month to avoid the late fee. Please note the swimmer's name on the check, and the reason if it is not for dues.

## Annual Dues Payments

The Sandpipers offer a ten percent (10%) discount for families who pay their dues in full for the entire year. **Please NOTE this is a nonrefundable payment**, with exceptions only upon board approval. In the event of a swimmer's illness or injury, the payment period would be extended for the number of months the swimmer is out of the water with the illness or injury. Any family wishing to pay for the full year may contact the team treasurer.

## Sandpiper Fundraising Policy

Fundraising obligations are based on a yearly fee and divided into a monthly rate. Fundraising fees are due on the 1<sup>st</sup> of every month with dues payments. Please refer to your current membership agreement for monthly/annual fees.

- **Payments due on the 1<sup>st</sup> of each month.** All payments are tax deductible. Your check is your receipt. 10% late fees apply on payments received after the 10<sup>th</sup> of each month.
- **Swim-A-Thon** will be held in April. Families **CAN** raise their fundraising commitment through Swim-A-Thon. Monthly fundraising payments paid from September 1, will be credited back to your dues account or refunded when Swim-A-Thon funds are submitted, providing Swim-A-Thon funds raised meet or exceed your family fundraising commitment.

**\*\*Swim-A-Thon prizes will be awarded based on set levels. Levels and Prizes to be announced prior to Swim-A-Thon\*\*\***

- Additional Fundraising activities are held throughout the year. Members are encouraged to participate. Financially successful fundraisers are necessary to keep dues and other fees at their current levels.

## **Out-of-Town Deck Fees**

All swimmers attending meets outside the Las Vegas, Henderson, and Boulder City areas will incur a deck fee. Families with two or more swimmers attending a travel meet will incur an established family amount. Please refer to your current membership agreement for dollar amount. The deck fees will be applied to the coaches' travel expenses. Deck fees are to be included with meet entry fees and paid in advance of travel.

## **Team Scholarship Program**

The Sandpiper Swim Team offers a scholarship program to assist in a swimmer's monthly swim dues. Scholarships are awarded based on financial need as well as swimmer dedication, attendance at practice and meets, attitude, and commitment. Applications including applicable financial information must be submitted to the Board of Directors. All information is strictly confidential. Interested families may contact the Team Treasurer for application.

## **Change of Address**

If you move, please notify the Team Treasurer and the SCS office so records can be updated.

## **Sandpiper Drug/Alcohol Free Policy**

The Clark County Sandpipers Swim Team maintains a "Drug Free" philosophy. The team adamantly opposes the possession, use, abuse, distribution, and sale of drugs or any substance represented to be a drug (legal or illegal), drug paraphernalia, or alcohol by swimmers.

The team maintains a drug screening program to ensure that Sandpiper Swim Team members participate in a safe environment. All Sandpiper members ages 13 and over and their parents must agree to and sign the team's Drug Free Policy. Any member family not signing the Drug/Alcohol Free Agreement will not be permitted to practice or compete for Clark County Sandpipers of Nevada. There are no exceptions.

## **Sandpiper Internet Policy**

Sandpiper parents and team members should be aware of the potential dangers of the Internet and personal websites. A Sandpiper **never** discloses the Sandpiper name, its members, and practice times, locations, or special events in their personal websites.

## **Team Communication/Family File Boxes**

Each family has a file in the team file boxes located on the pool deck. It is your responsibility to check it often for team information and communication. Information can also be obtained on the team web site: [www.swim-n-piper.com](http://www.swim-n-piper.com). A Board Member or Parent Rep is always available to answer any question you may have about the Sandpiper Team. E-mail or call if you have any questions. Stay informed.

## **Phone Tree**

An attempt will be made to notify swimmers and parents by phone or e-mail of any last minute changes in practice schedules, locations, or any other information deemed important. This is a courtesy call made by parent volunteers. Do not depend on it as your only source of information about team events.

## **Sandpiper Timing Policy**

**Sandpipers** are required to supply timers at every swim meet they attend that is hosted by another team. Meets cannot run without timers, and swimmers cannot get accurate times without the support of parent timers. **Timing is Mandatory.** Sandpiper parents are required to work at least one timing shift at each of these meets. It is each parent's responsibility to find the Timing Chair Coordinator at the meet and sign up for the required number of timing shifts. If you can not find the Coordinator, ask your swimmer's coach. They will put you in contact with this volunteer.

Sign up sheets are often available prior to the meet. If you, the parents, are not attending the meet you are responsible for finding a replacement timer or will be expected to pay the \$10 timing fee for not fulfilling your timing obligation.

When signing up for a timing shift, please be aware of the meet time line and your swimmer's events and needs. You may find it necessary to fulfill your timing commitment after your swimmer has completed their events or during another session. Please remember that for distance events, swimmers are required to provide their own timer and counter.

**Be a Good Timer...** and remember, "Often the best seat is a timing chair."

- Sign up for your timing shift.
- Be prompt for your timing shift.
- Remain in your timing chair until relieved by the next timer.
- Collect all your belongings including your trash.
- Need to change your shift? It is your responsibility to find a replacement.

### **Timing 101**

Timing is very easy – there is no special training required. Usually, there will be at least two timers per lane, sometimes three. Each timer has a stopwatch, each lane will have a clipboard and an event list. If the pool has an automatic timing system, there will be "pickles" for the timers as well. "Pickles" are the back up system in case the swimmer does not touch the electronic pad properly or in case the timing pad malfunctions. There is always a Head Timer whose duty is to start two stopwatches so that if a timer makes a mistake or a watch malfunctions, one of these watches can be obtained to time the swimmer in your lane.

Before the meet begins, there will be a stopwatch check conducted by the Starter. The Starter stands at one side of the pool and has a device that not only sounds the start, but also flashes a strobe light. The light is the timer's cue to start their stopwatches. During the stopwatch check prior to the start of the meet each day, the Starter will sound the start. Start your watch. After about 20-30 seconds, the Starter will sound the start again. Stop your watch. The Head Timer will check to see if all watches agree and are working. During the meet when the strobe flashes, **ALWAYS** start the stopwatch, even if there is no swimmer in your lane.

The event cards on the clipboard will list the event number, the distance and stroke, and the names of the swimmers in each heat. When the Starter calls a heat to the blocks, verify the swimmer's name on the event card. Report any discrepancies to the Starter at once.

In events when one length of the pool is swum, the swimmers will either start at the end opposite of the timers, or the timers will be moved. The Starter will inform the timers if they need to move to the opposite end of the pool.

When the swimmer in your lane is nearing the finish, go to the edge of the pool to see the swimmer actually “touch” the wall. Stop the stopwatch and press the button on the “pickle” (if there is one) immediately as any part of the swimmer’s body touches or breaks the invisible plane of the finish wall. A two-handed touch is required for breast and butterfly. **YOU MUST GET OUT OF YOUR CHAIR AND GO TO THE EDGE OF THE POOL FOR A GOOD VIEW OF THE FINISH FOR ALL EVENTS.**

Record all times on the event card next to the swimmer’s name. **DO NOT** average the times. A runner will collect the completed cards at the end of the event. If you do not have an event card, notify the Starter before the event begins, if possible, but remember **ALWAYS** start the stopwatch anyway. The event card can be obtained and filled out after the heat.

### **QUICK NOTES FOR NOVICE TIMERS**

- ◆ Verify swimmer’s name before start of heat.
- ◆ If your heat sheets show a swimmer’s name and no swimmer is at the blocks, call the swimmer’s name (sometimes the younger swimmers don’t know what heat is next).
- ◆ If your watch malfunctions, standup and raise your hand to alert the Head Timer for a new watch, or ask a timer with an empty lane for their watch if they started it.
- ◆ Backstroke – swimmers start in the water.
- ◆ Breast and Butterfly – two handed touch at the finish.
- ◆ Remember, you are timing, it is not your place to coach or critique swimmers.
- ◆ Feel free to cheer the swimmers in your lane.



## Sandpiper Volunteer Policy

The Sandpiper Swim Team philosophy realizes the importance of making a place for every swimmer regardless of his or her abilities. We provide an environment for each swimmer to accomplish his or her swimming goals through training, dedication, discipline and teamwork. This is accomplished only with the commitment, support, and help from you, **THE PARENT**.

**As a condition of membership, each family is required to work the established number of hours over a membership year, as outlined in your current agreement. Hours are broken down by season and may fluctuate from year to year depending on the number of meets hosted. Approximate number of hours are as follows:**

<b>Short Course Season</b> (September 1-March 31):	32 hours	(28 at meets)
<b>Long Course Season</b> (April 1-August 31):	16 hours	(14 at meets)

The intent of this policy is to emphasize how important it is that we all work together to maintain the high standards of the Sandpiper Swim Team. The policy was designed to more evenly disperse the volunteer effort required to provide a well run meet for our swimmers. Sandpipers cannot run a meet without adequate parent support. This policy is intended to provide flexibility for families through the meet seasons to fulfill the minimum hour obligation, during both short course meets and during long course meets. The remaining hours can be served in either season. Many of our families volunteer in excess of 100 hours to Sandpipers during each meet season. Those families not doing their fair share during events critically jeopardize the smooth management and operation of these events and also subject the team to **increased membership dues**. Additionally it may affect our ability to continue to provide local, high quality, sanctioned competition for our swimmers.

### **Two important reasons the Sandpipers host meets:**

1. Swim meets are fundraisers for our team. Without the funds raised at these meets we would undoubtedly need to increase monthly dues to cover team operating expenses. Dues currently cover our coaching costs. All funds raised through meets and other fundraising activities cover the team operating expenses, i.e. pool rental, payroll taxes, coach travel and education, equipment, administration, team t-shirts, banquet and social activities.
2. We are the only team in the area to host sanctioned meets. Without these meets your swimmers would need to travel to meets out of state at your expense...figure approximately \$500 out of your pocket per weekend plus time lost from work and/or school. Would you rather volunteer a few hours of time over a weekend or spend at least \$500 and travel?

Since **volunteering is a condition of Sandpiper membership**, families who consistently fail to volunteer and who fail to pay the imposed fees for lack of volunteering, may have their membership application refused at renewal.

It's easy to volunteer! Please do your fair share. And remember to fill out and turn in a green "Happy to Help" card so all your hours can be credited.

# **Sandpiper Volunteer Positions**

## **SWIM MEETS**

**Concession** – This is a “profit” opportunity for the Sandpipers and is provided for the benefit of all swimmers and spectators attending the meet. Sandpipers maintain a concession stand that provides a healthy, nutritious menu at reasonable prices. No experience is needed, but being able to make change and put a hot dog on a bun are required skills.

**Hospitality** – The hospitality committee provides the coaches, officials, and the Administration Desk help with refreshments during meets that are hosted by Sandpipers. These meets are usually two days long. The hospitality committee duties include soliciting food donations, set-up and take-down, and replenishing food during the meet. Hospitality provides coaches, officials, the Admin Desk and timers with drinks and refreshments throughout the meet. Shifts worked during the meets generally last 2-4 hours. This is a great way to get to know new people and contribute to the running of larger meets.

**Announcer** – The announcer sits at the administration table, looking over the pool, and notifies swimmers and spectators on the order of events. You also have the opportunity to make announcements and read the official results.

**Officials** – These positions require a training class and supervised on-the-job-training to achieve certification. All swim officials are volunteers. They work to improve their skills through appropriate clinics and classes. It does require being able to step out of the role as parent and into the role of impartial observer. If interested, please inquire for more information. This is a great way to meet swimming parents throughout Nevada and Southern California Swimming.

**Clerk of Course** – This position requires training and is an “Official Position.” This is also the first step in becoming an Administrative Referee. Duties include meet check-in, session time line and Admin help. This position is needed for all sessions during the swim meet.

**Meet Set Up/Take Down** – The job requires no mechanical aptitude or great strength, just volunteering for any aspect of clean up, set up, pack up and moving all equipment and supplies back to the team storage unit.

**Runner** – The runner distributes swim heat sheets and results from the administration table to the posting area. The Meet Director will provide all necessary training.

**8 & Under Line Up** – At A/B/C meets all 8 and under age swimmers are asked to report to the designated 8 & Under line up area before each of their events. The volunteers in this area will line up the swimmers in the correct heat order and take them to the starting blocks.

**Awards** – Swim results are computer generated and printed on labels that you place on the appropriate medal or ribbon and place in the designated location.

**Check-In** – At every sanctioned meet the swimmers must check in each day to confirm the events they will be swimming on that day. Check-in usually opens at the time warm up begins and volunteers most often work until the meet begins. There is usually a check-in volunteer needed for each age group for boys and girls. As each swimmer checks in for the meet you will highlight and/or circle the swimmers' names and/or events for which they will be swimming. Swimmers often want to write their event numbers on their hand as you read their event numbers to them. You will be given instruction on how to document any events a swimmer may scratch.

**Meet Marshal** – This is an important position required during warm-ups and throughout each meet session. The swimmers are taught and are required to practice proper safety procedures on entering and leaving the pool. The Meet Marshals are a visible reminder to practice these procedures and are called upon from time-to-time to prompt the swimmers in the use of these procedures. They provide traffic control and assist in safety issues both in the pool and around the pool deck.

**Goody Bags** – This committee provides bags of goodies for all swimmers participating in designated meets. The committee duties include soliciting and obtaining donated items for goody bags up to months in advance of the meet, stuffing the goody bags with all items prior to the meet, and disbursing the bags to swimmers at the meet.

**Programs and Products** – Programs, T-shirts, etc. are sold to the swimmers and spectators at meets. For the sale of programs the busy times are during warm-ups, with lots of free time after to watch swimmers. Knowing how to count change is required.

**Timer** – Timing is easy – no special training is required. There are usually two or three timing chairs per lane. Each timer has a stopwatch, and if the pool has an automatic timing system, there will be “pickles” for each timer also. “Pickles” and stopwatches are the back-up system in the event the timing pads fail. Stopwatch times are recorded on event sheets.

**Time Verifier** – Depending on the timing system, this position varies from meet to meet and is not always needed. This job entails reviewing the timer slips and comparing the stopwatch times to the touch pads times. On-the-job training is provided by the Admin. Director.

## **...More Sandpiper Volunteer Positions**

### **TEAM ADMINISTRATION**

**Parent Representative** – Our Parent Reps play a vital role in team communication. A minimum of one representative is needed for each group. They are the liaisons between coaches, the Board, and swim families. There are occasionally some special event requirements and delegating is encouraged. Their primary task is “phone tree” to communicate last minute information.

**Team Photographer** – The team photographer(s) job is to take pictures at swim meets, social events or activities for the team Newsletters and team Photo Library. Anyone owning a digital camera and that can take a picture qualifies. Any member can submit pictures to the Photo Library Chairperson.

**Marketing/PR** – The Marketing and PR committee utilizes public relations to support Sandpiper programs and initiatives.

**Social Activities** – This committee plans and implements social events such as the Awards Banquet, waterslide parties, pizza parties, and other social activities.

**Web Site** – The Web Site committee helps develop and update the team web site.

**Newsletter** – This committee needs people with a flair for writing to assist in compiling information and writing articles for monthly newsletters. Reporting and investigative skills are not necessary. Articles are needed for swim meet results, social events, activities, and basic news.

**Team Store** – The Team Store provides items for sale to members including team caps, t-shirts, parkas, remaining meet shirts, etc. Under direction of the Team Store Chair and the Board of Directors, the committee solicits and obtains items to resell to members.

**Fundraising** – This committee recommends and implements fundraising opportunities to fund Sandpiper programs under direction of the Fundraising Chairperson and Board of Directors.

**Corporate Sponsorship** – The purpose of this committee is to obtain and establish relationships with potential and current corporate donors. Corporate Sponsorship solicits, manages, and provides a consistent point-of-contact with these potential donors and/or organizations. This committee, under direction of the Committee Chairperson, needs people who are willing to solicit the sponsorship of large corporations and who are willing to assist in insuring that Sandpipers provides the agreed upon recognition.

**Parent Information** – This committee updates the team handbook annually. The committee chairperson develops and presents a new parent orientation quarterly. Other duties include, organizing timers for away meets, transportation, set-up and return of tents, banners, and equipment.

For interest in any of the above volunteer positions please contact a Board Member or Committee Chairperson to become involved.

## Equipment/Team Suits

All equipment should be ordered through Swim2000. Their address, phone number and web site are listed in the Contacts section and in the Team Info file box on the pool deck. Check with your coach to assure that the swimmer has the equipment that is correct for his/her level prior to ordering. This includes swimsuits, fins, kick boards, warm-ups, parkas, bags, and paddles.

Speedo is our team sponsor. All our equipment and suits have the Speedo logo on them. Speedo supports our team with incentives for the coaches and swimmers who meet certain criteria. See the parent box for more information.

## Swimwear Care

At all competitions, designated team suits (and caps for girls) must be worn. Team suits can be purchased through the Team Dealer, Swim2000. There are several safeguards that make swim suits last longer, but even with proper care they are going to need to be replaced **often**.

1. Always rinse out suits immediately after use in fresh, cool water.
2. Do not use detergent, soaps, bleach or shampoos on your suit (a little Woolite or products designed for swimwear, such as Suit Solutions, are okay); rinse and spin out.
3. NEVER DRY suits in a clothes dryer, rinse and spin out only in washer. Do not iron.
4. Hang or lay suit flat after rinsing, away from sunlight or heat. Do not wring out or rub suit dry.
5. NEVER leave a wet suit rolled up or in a towel or bag for any length of time or it will create "lycra breakdown" where spots on the material become thin. If this problem occurs, it is not a suit defect, it is caused from improper care and most manufacturers will not replace the suit.
6. Do not get oil or sunscreen lotion on suits, especially the elastic.
7. Nylon or polyester suits last the longest.
8. Tight suits last longer than baggy suits.
9. Layer practice suits if they become thin.
10. Competition suits will not last as long as practice suits. Do not wear competition suits to practice – they will wear out quicker.
11. Competition suits are to be worn only for competition and will probably not last more than 3 to 6 meets.
12. Latex and silicone cap life may be extended by rinsing, drying, and dusting with baby powder after each use.

## **National Training Group Travel Fund**

A fund has been set up to assist the swimmers in the National Training Group when traveling to selected meets throughout the year. Money will be raised through various fundraisers and sponsors. To qualify for assistance from this fund, a swimmer must attend meets specified by the head coach, pay a portion of the room costs, and stay with other team members.

## **Meet and Practice Schedules, and Calendar of Events**

Schedules will be available through the coaches, team mailboxes, and on the team web site. It is important that you check your family file and the team web site ([swim-n-pipers.com](http://swim-n-pipers.com)) as often as possible for any changes or special events.

## **Sandpiper Team Store**

The Sandpiper Team store has team t-shirts, swim caps and an assortment of other Sandpiper items for sale on the pool deck at various times. See the Team Store volunteer for availability of specific items.

Parkas are custom made and ordered directly from the supplier. Orders are placed periodically throughout the year. A minimum number is required for each order. Check with the Parent Representative Chair or a Board Member if interested in parkas.

## **Swim Guide**

SCS Swim Guides are available for purchase through the Team Store. The Guide includes a calendar of swim meets, a listing of Time Standards for all age groups, a list of all SCS member clubs, a Directory of all Board members, committee members and section officers, rules, procedures and general information. New editions are published each January.

# **Swim Meets**

## **Short Course/Long Course**

There are two seasons in a competitive swimming year.

- The **Short Course** season runs between September and April when swimmers compete in a 25-yard or 25-meter pool. (Generally the width of the pool.) Short Course time standards apply to all meets during this period.
- The **Long Course** season runs between April and August when the pool is set up for competition lengthwise in 50-meter lanes. Long Course time standards apply to all meets during this period.

Sandpiper's home pool, Desert Breeze is 25 yards wide by 50 meters long.

## **Age Groups**

Southern California Swimming meets are part of the United States Swimming classified age group program. There are seven age groups in USA Swimming: 8 & under, 10 & under, 11 & 12, 13 & 14, 15 & 16, 17 & 18 (sometimes 15 – 18) or senior. Within each age group there are different time standards or classifications: C, B, A, AA, Spring JO, Summer JO, SCSRT, Zone, and NRT.

Age is determined by the age of the swimmer on the first day of any given meet. Once a swimmer begins a meet at a given age they can finish the meet at that age even though they might have a birthday during the meet.

## **Time Standards**

Time standards and age determine the type of meet in which a swimmer may participate. Age group standards are, in successively faster levels: C, B, A, AA, Spring JO, Summer JO, SCSRT (SCS Reportable Time), Zone and NRT (National Reportable Time). Times meeting the SCSRT and NRT standards are submitted to the Southern California and National swimming bodies for ranking. Senior standards are, in successively faster levels: Senior Development, Senior Q, Senior Sectional, Nationals and Olympic Trials.

The time standards for each classification are established by Southern California Swimming and are subject to change. The time standards for each age are listed in the SCS Swim Guide and on the SCS web site and are published annually. In order to swim in a specific classification, a swimmer must have achieved the corresponding qualifying time.

SCS meets usually combine classifications to allow swimmers to compete in a complete event schedule. In a B/C meet, for example, a swimmer could swim the C breaststroke event and the B freestyle event in the same meet. A meets are usually open to swimmers with A, AA, AAA and better times.

Championship meets are held near the end of the short course and long course seasons. A swimmer's time standard determines which championship meet they may attend. As young swimmers progress in the sport of swimming, they may qualify for Junior Olympic Championships, and Western Zone Championships (All-Star selections).

### **Time Standards for Senior-Level Swim Meets**

Swimmers, regardless of age, who achieve SCS Senior Development, SCS Senior Q, Senior Sectional or Senior National time standards, participate in a host of senior-level competitions which may include National Championship meets with the top swimmers in the country.

## **Swim Meet Fundamentals**

Sandpipers emphasize individual growth and development. While winning “high-point” remains our team’s objective, a swimmer’s individual improvement is the primary focus. Of equal importance are: Good sportsmanship, Respect for officials, gracious gestures to other competitors, and encouragement to teammates. Swimmers are expected to put forth full effort and display a mature attitude. Swimmers are taught to set realistic, but challenging goals for swim meets and to relate these goals to their training efforts.

The Sandpipers participate in several types of swimming competitions. A meet schedule is updated periodically throughout the team year and is available in the Team Info file box and on the Sandpiper’s web site. The coaches will assign swimmers particular meets to attend and designate the events to be entered. It is important for swimmers and parents to understand that the coaches assign swimmers to meets to evaluate their progress and to determine the focus for future training. Swimmers are expected to attend those meets assigned by the coaching staff. If, for any reason, a swimmer can not attend an assigned meet, a parent or swimmer must make contact with the swimmer’s coach. In dual meet competition or invitational swimming meets, the coach may designate the events a swimmer will swim. If the coach does not assign the swimmer particular events, the swimmer may swim any of the events in which he/she meets the minimum time standard. (Please refer to the current SCS swim guide or the SCS web site for the appropriate time standards). Every meet has a limit to the number of events in which a swimmer may participate each day. Please consult the entry form and the coach prior to completing any entry card.

SCS meets are held throughout the year. It should be noted that in addition to grouping swimmers by age level, every swimmer is also classified by their time standard (C, B, A, AA, etc.) in order to allow the swimmer the opportunity to participate with other swimmers of similar ability. SCS meets may only be entered by filling out an entry card, paying the required fees, and submitting the entry card by the meet deadline as indicated on the entry form.

Swimmers are expected to attend meets and compete in those events as determined by the coaching staff. Swimmers are also expected to compete in the appropriate Sandpiper swimming apparel, which can be purchased from the Team Dealer.

Parents are expected to accompany their swimmer to swim meets and be prepared to time as assigned by the host team. This usually requires attending parents to time for a period of approximately 1 hour each day that their swimmer participates.

# How to Enter a Swim Meet

## General Meet Information

Meet information sheets are distributed to the swimmers by their coach or placed in the swimmer's file one week to two before they are due back. The most important thing to remember is to **READ** them before entering your swimmer in a meet. The meet form is considered a contract, and all rules, eligibility requirements, costs, and other important information will be found in the meet form. In addition to reading the meet form, you should also read the SCS book, where all the rules are spelled out. Some basic guidelines to remember are:

- ◆ A swimmer can only compete in an Open event if he/she is 11+ years old and has previously met the 11-12 'A' time standard for that event.
- ◆ A swimmer can only compete in one age group category. For example a 7-year-old swimmer can only compete in either 8 & Under events or 10 & Under events, and a 14-year-old cannot compete in 11 & Up and 13 & Up events. However, 11 & older swimmers may compete in age group events and Open events,
- ◆ A Swimmer must check in 30 minutes prior to the expected start time of an event at sanctioned meets.
- ◆ No refunds are given, so be sure to enter the swimmer correctly before sending in the entry form or card.
- ◆ Sanctioned meets must meet certain guidelines to be approved by Southern California Swimming. Proof of Time meets are Sanctioned meets where swimmers must meet minimum time standards and provide information about the sanctioned meet where the times were achieved. For Proof of Time meets the "proof of time section" of the blue card, or meet form must be completed. Sandpipers request that this section be completed for all meets unless otherwise indicated.
- ◆ Sandpipers most often enter meets with a consolidated team entry. Your entry and payment payable to Sandpipers is given directly to the team. In the event Sandpipers is not entering a consolidated entry form, you will be responsible for mailing your entry and payment as indicated on the meet form. Send a self-addressed postcard or stamped envelope to confirm receipt of your entry.

## Entry Form

- A meet entry form has all the specifics on the meet a swimmer is entering. Be sure to read it thoroughly. Pay particular attention to the **due date** marked on the entry form, as due dates are firm. Some meets have an entry cap and close out before the due date. Do not wait until the last minute. If you have any questions about whether to enter a meet or which events to enter, always confer with your coach.
- Fill out the consolidated entry card that is attached to the information sheet. Extra forms are available in the Team Info file box.
- The swimmer's USS number must be entered on the appropriate line. The USS number is a 14 character, alpha numeric number composed of swimmer specific information as shown in the example that follows:

<b>Example USS number</b>	<b>033193SUSQSWIM</b>
Six digit birth date, including zeroes	033193
First three letter of first name (Susie)	SUS
Middle initial or * if no middle name (Q.)	Q
First four letter of last name (Swimmer)	SWIM

- For each event, enter the event number and the swimmer's time in the proper space on the entry card. Minimum is the “slowest time” permissible to enter event. Maximum is the “fastest time” allowable to enter the event. If an event has not been swum in competition, 'NT' (No Time) may be entered only for ABC or BC meets. For AB meets, a swimmer must have achieved a B minimum time standard in an event to enter. An 8 and under swimmer with B times in 3 or more events may enter any 8 and under event at an AB meet. A 9 and older swimmer with B times in 3 different strokes may enter any 9 and older event offered in his/her age class. Similar rules apply for A meets. (Refer to SCS guide or ask your coach for exceptions.)
- Check that the maximum number of swims allowable per day or per meet is not exceeded.
- Complete the proof of time section for all meets unless otherwise indicated.
- Return the completed entry card and a check for the entry fees made payable to *Sandpipers* by the due date as indicated on the meet form.

On the entry card shown below, enter the swimmer’s best time for each event under the corresponding stroke and distance. Enter the event number found on the meet form to the left of the time. Girl’s events are always odd numbers (1, 3, 5 . . .) and Boy’s events are always even numbers (2, 4, 6 . . .).

SOUTHERN CALIFORNIA SWIMMING - USA SWIMMING ENTRY CARD									
SWIMMER'S								AGE	
NAME		LAST NAME		FIRST NAME		INITIAL		<input type="checkbox"/>	MALE
								<input type="checkbox"/>	FEMALE
EV T NO.	FREE (SUBMITTED TIME)	EV T NO.	BACK (SUBMITTED TIME)	EV T NO.	BREAST (SUBMITTED TIME)	EV T NO.	FLY (SUBMITTED TIME)	EV T NO.	IND. MEDLEY (SUBMITTED TIME)
	25		25		25		25		100
	: .		: .		: .		: .		: .
	50		50		50		50		200
	: .		: .		: .		: .		: .
	100		100		100		100		400
	: .		: .		: .		: .		: .
	200		200		200		200		
	: .		: .		: .		: .		
	400/500								
	: .								
	800/1000								
	: .								
	1500/1650								
	: .								
		SCS NUMBER: _____						NO. OF EVENTS X \$ _____	
		TEAM _____						PLUS SURCHARGE \$ _____	
		ABBREVIATION _____						PAY THIS AMOUNT \$ _____	
		MEET ENTERING _____							
		COACH _____				PHONE _____			
		PARENT/GUARDIAN _____				PHONE _____			

**PLEASE DO NOT FOLD** **PLEASE DO NOT FOLD**

Located below the entry form is the Proof of Time Box. Complete this section for all Sandpiper meets unless otherwise indicated.

<b>PROOF OF TIME BOX</b>								
<b>FILL IN THE FOLLOWING BOX ACCURATELY</b>		<b>BIRTHDATE OF SWIMMER</b>		(Mo.)	(Day)	(Year)	(Age)	
Distance	Stroke	Time	Where	(Name, Place of Meet)		Month	Day	Year

## Novice Meets

The purpose of a novice meet is to introduce swimmers to competitive swimming. These meets are not sanctioned, and times acquired are not allowed to be used in sanctioned meets, particularly in Proof of Time meets.

The entry forms for Novice Meets usually look something like this:

1	8 & Under 25 Free	2
3	9-10 50 Free	4
5	11-12 50 Free	6
7	13-14 100 Free	8
9	Open 200 Free	10

At most meets, there will be a block of events for each stroke. The coach will let you know which events the swimmer should participate in. Enter the swimmer's best time or NT (for No Time) if the swimmer has not competed in that event before. Enter girls' times on the left side of the form (with the odd numbers) and boys' times on the right side of the form (with the even numbers).

## Travel Arrangements

Sandpipers often make arrangements to stay at the same hotel by reserving a block of rooms held at a discount rate. This hotel information is given out with meet forms. Parents need to call the hotel to make their own reservation by the date indicated on the form. A limited number of rooms are held and availability cannot be guaranteed. Because most meets begin early in the morning, most travel is done the day before the meet.

## Car-Pooling To Meets

Travel meets are fun, but remember that it is the parent's responsibility to get your swimmer to the meet, not the coaches or team administration's. If a parent cannot attend a meet with their swimmer please make arrangements with another parent to chaperone and transport your swimmer; make sure this parent takes total responsibility for them as well. This includes transport to and from the hotel to the meet, and meal arrangements. The responsible parent should also have a signed medical release, medical insurance information, and emergency contact phone numbers. The coaches are working; supervision, at these venues, is outside of their responsibility. Swimmers under the age of 18 **must** be chaperoned and supervised. The Sandpiper Swim Team accepts no liability for swimmers left unattended at meets.

## **What To Bring To A Meet**

Sandpipers own many canopies that are usually set up together to allow all team members to sit together. Having shade and shelter at meets requires planning and organization prior to the meet. If you are traveling to an away meet please let a board member know if you have room in your vehicle to transport a canopy. Swim meets can be very long and swimmers have more fun if they can sit together.

Meet location determines many of the items you may need to bring. Most Southern California Meets are outdoors and it can be very warm and sunny, or very cold and rainy. Check the weather forecast report before traveling. The following are recommended items:

- ◆ Team swim suit
- ◆ Team caps (a spare is recommended)
- ◆ Goggles (always include a spare)
- ◆ Towels (at least two)
- ◆ Team t-shirt, sweats or parka (weather appropriate)
- ◆ Boots, shoes, or sandals (weather appropriate)
- ◆ Blanket or sleeping bag
- ◆ Drinks: Water, Gatorade, Juice, etc.
- ◆ Food, cooler with nutritious snacks
- ◆ Waterproof sunscreen
- ◆ Sunglasses
- ◆ Hat
- ◆ Log Book for recording times
- ◆ Chair, something to sit on
- ◆ Games, books, homework
- ◆ Pens/Highlighters for marking in program
- ◆ Money for programs, food, parking (change may be required)

## **What NOT To Bring To A Meet or Practice Pool Deck**

Please remember the following items should not be brought to any pool deck:

- ◆ Pets
- ◆ Anything in a glass container
- ◆ Alcoholic beverages

## At the Meet

- ◆ Swimmers should check with their coach the day before a meet to find out the expected time of arrival.
- ◆ Be prompt. Arrive on time for warm-ups, which are generally at least an hour before the start time.
- ◆ Check-in with the Clerk of Course as soon as possible. It is the swimmer's responsibility to assure they are properly entered in their events. If there is a problem go directly to your coach.
- ◆ If a swimmer has entered more events than are allowed to swim, check with your coach to determine which events to scratch. At check-in the swimmer will be required to sign and initial the event scratched. Once an event has been scratched, it cannot be reinstated. Scratch must be done prior to the close of check in for each event.
- ◆ Most meets are **deck seeded**. Heat and lane assignments will be posted by the Clerk of Course. You **MUST** check these heat sheets or you'll miss your event. If you miss an event at a sanctioned meet, you will be required to skip your next event for that day also. If it is a Finals event, there could also be other penalties.
- ◆ See your coach for instructions before and after each event.
- ◆ Be at your lane behind the block prior to the start of your event.
- ◆ The Starter will announce the event and heat number.
- ◆ Listen for the long whistle:
- ◆ Step up on the blocks
- ◆ Take your mark
- ◆ If electronic timing system is used, listen for the beep to start
- ◆ Remain in the water, at the wall, until all swimmers in your heat have finished their race.
- ◆ See your coach after each event.
- ◆ Warm down the number of yards/meters your coach instructs you to.

## Finals Check-In

If a swimmer is competing in a meet that has preliminary races in the morning and finals in the evening, you will need to check in with the Clerk following your race. The meet form will indicate which format is used:

- **Positive Check-In**: The swimmer must check in and initial at the Clerk of Course their intent to swim that race. Usually you have 30 minutes after the event results are announced to check in or declare your intent to scratch or you forfeit your opportunity to swim. Swimmers should check in even if they are not in the top 16 because another swimmer ahead of you may scratch.
- **Negative Check-In**: The swimmer must check in and initial at the Clerk of Course their intent not to swim that event. You usually have 30 minutes after the event results are announced to declare your intent. If you do not check in, and do not show up for finals, you will be considered a "no show" which can have significant penalties attached.

## Results

Final results are usually posted on top of the heat sheets at the posting area. Keep track of the swimmer's performance in their log book, since this information will be needed for the next entry form. Results are also usually posted on the Sandpiper and SCS web site.

## Nutrition for Swimmers

For optimum performance swimmers need to eat a nutritionally balanced diet of carbohydrates, fat and proteins. Each swimmer must determine what works the best for them nutritionally. As a general rule a balanced diet of protein, carbohydrates, and fats is best for optimal performance. Some tips for new swimmers prior to and during practice and swim meets include:

- ◆ Eat a balanced meal before you leave home.
- ◆ Drink plenty of water. A rule of thumb is half your body weight in ounces every day. For example: weight is 100 lbs., drink 50 ounces of water each day.
- ◆ Drink before, during and after practice or a meet. Avoid carbonated and high sugar drinks, they cause dehydration.
- ◆ At meets to keep your energy level high and your body hydrated pack fluids, high carbohydrate foods and some proteins.

During a meet, if your events are less than one hour apart, drink plenty of fluids and eat small amounts of carbohydrate foods. If your wait between events is more than two hours, add some protein to your diet. If the wait is four hours or more, add more protein to your already high intake of fluids and carbohydrates.

Remember that thirst is not a good indicator that your body needs water. Don't wait until you feel thirsty to drink, drink continuously. Swimmers are vulnerable to dehydration that can hurt performance, especially in hot weather.

### Nutrition - Recovery Tip

Good nutrition and the timing of intake are critical for proper recovery after a workout. The body is extremely good at making the most of what it is given. Following exercise (first two hours), the body is very sensitive to the hormone *insulin*. Insulin is that hormone that rises every time blood sugar rises. In other words, every time a swimmer eats carbohydrate, which causes blood sugar to rise, insulin goes up. It is the insulin's job to remove sugar from the bloodstream, and it does so by facilitating its storage as glycogen. Glycogen, the storage form for carbohydrate, is what the body taps into for fuel when exercise is very intense. This can happen quite a bit during a tough workout, which is why it's important to see that glycogen is replenished before the next practice. Eating something substantial within 30 minutes after workout, then another snack or meal about an hour after that is essential.

## **Nutrition on Deck: Packing for Meets**

Given the hectic pace of meet day, swimmers should have a variety of food items to select from. Be prepared with a cooler of goods. Use the following suggestions to get started:

### **Foods to pack for meets may include:**

Bagels	Pretzels
Dry Cereal/Oatmeal	Trail Mix
Cheese (Mozzarella sticks)	Granola Bars
Crackers	Hard Boiled Eggs
Dried Fruits	Tuna
Fruit, fruit smoothies & juices	Electrolyte drink (ex. Gatorade)
Muffins	Yogurt
Sandwiches (ex. PBJ)	100% Juice boxes
Power Bars	WATER

### **Tips:**

- ✓ Pack food in small servings
- ✓ Think finger foods
- ✓ Include an ice pack
- ✓ Include a variety of food items
- ✓ Include food items that are likely to be eaten
- ✓ Provide utensils
- ✓ Avoid items that require cutting, do preparation at home
- ✓ Don't require a swimmer to bring a cooler home empty; use this as a gauge to see what they eat and don't eat

## Glossary of Swim Terms

**Administrative Referee** – Also called Meet Secretary; responsible for the administrative operation of the meet including entries, swimmer registration, clerk of course, results tabulation and organization of all meet paperwork.

**Age Groups** – Program through USA Swimming that provides fair and open competition for its younger members. Nationally recognized age groups are 10 and under, 11-12, 13-14, 15-16, 17-18. Local meets may also include events for 8 and Under or single age categories.

**Aggregate Time** – times achieved by four individuals in separate starts which are added together to arrive at a relay time for entry purposes.

**Approved Meet** – A meet conducted by a USA Swimming group member or an outside organization in conformance with USA Swimming technical rules. At least two USA Swimming officials (minimum SCS Stroke/Turn certified) must be present to attest that the conduct of the competition conforms to all USA Swimming rules and meet standards.

**Block** – The starting platform

**Bonus Consols** – The top 16-24 swimmers during preliminaries.

**Certified Officials** – Southern California Aquatics Federal and SCS trained personnel that act as Starter/Deck Referees according to the requirements of the meet. Certified officials are trained to observe and enforce the technical rules of swimming in a fair, consistent and impartial manner.

**Circle-Seeded** – A seeding method for preliminaries that allows scrambling heat and lane assignments so the fastest swimmers are mixed into different heats. It is usually used so that slower swimmers are challenged by faster swimmers. The fastest swimmer in each heat will be in Lane 4, second fastest in Lane 5, then lanes 3, 6, 2, 7, 1, & 8, respectively.

**Circle-Swimming** – Performed at practice and meet warm ups. Swimmers stay to the right of the black line when swimming in a lane to enable more swimmers to safely swim in each lane.

**Change of Affiliation** – A change of affiliation from one club to another or from unattached to a club. The swimmer must request a change of affiliation form from the SCS Office and the athlete must be unattached for 120 days before he/she may compete attached to another club.

**Clerk of Course** – Responsible for the conduct of check-in and event seeding operation of the meet.

**Closed Competition** – A competition open only to the members of one organization or group.

**Composite Time** – Time achieved in a relay event by four members of one organization or group.

**Consols (Consolation)** – A level of finishing at a Finals Meet for those who fell short of qualifying for Finals (1<sup>st</sup> – 8<sup>th</sup> place) during preliminaries; usually those finishing in places 9 through 16, plus alternates.

**Course** – designated distance over which the competition is conducted.

**Cut** – Slang term for qualifying time, a time standard necessary to attend a particular meet or event.

**D.Q.'d (Disqualified)** - this occurs when a swimmer has committed an infraction of some kind (e.g., freestyle kick in butterfly.) A disqualified swimmer is not eligible to receive awards, nor can the time be used as an official time.

**Deck-Seeded** – Heat and lane assignments are made after check-in, scratches are determined, and event has been closed by Clerk of Course.

**Distance Events** – Term used to refer to events over 400 meters/500 yards.

**Dryland** – Training done out of the water that aids and enhances swimming performance; usually includes stretching, calisthenics, and possibly weight training.

**Dual Meet** – A Meet with only two teams competing.

**Entry Card/Form** – Form or card on which a swimmer enters a competition; usually includes swimmer's name, USA registration number, club, age, sex, event numbers, event names, entry times, and fees.

**Event** – any race or series of races in a given stroke or distance.

**False Start** – Occurs when a swimmer is moving before the start is sounded; in USA rules, one false start will result in disqualification.

**Finals** – The concluding session of each day of the meet in which the final race comprised of the fastest preliminary qualifiers of each event is swum. (Championship heat of an event in which the top 8 swimmers from the preliminaries compete.)

**Flags** – Backstroke flags placed 5 yards (short course yards) or 5 meters (long and short course meters) from the end of the pool; the flags enable backstrokers to execute a backstroke turn safely.

**Fly-Over Starts** – Starting method where finishing swimmers from one heat do not exit the pool until swimmers from the next heat have left the blocks (reduces amount of time to run events.)

**Four Hour Rule** – Limitation on number of meet entries allowed by host club to ensure that each preliminary session does not exceed four hours.

**Head Timer** – Volunteer position in charge of timers; starts two watches for every heat in case of timer error or watch malfunction.

**Heat** – Division of an event in which there are two many swimmers to compete at one time

**I.M. (Individual Medley)** - an event in which the swimmer uses all four strokes in the following order – butterfly, backstroke, breaststroke, freestyle.

**Invitational** – Competition for those swimmers, organizations, or clubs invited by the host club.

**Junior Olympic** – type of age group Competition conducted by the Age Group Division.

**LSC** – Local Swim Committee, a division of USA Swimming. Southern California Swimming is an LSC.

**Leg (relay)** - The portion of the relay event that is swum by a single team member.

**Length** – Extent of the course from end to end.

**Long Course** – 50 meter pool; USA Swimming conducts most of its summer competition in long course pools.

**Long Distance** – Term used to refer to events of 800 meters/1000 yards, to 1500 meters/1650 yards.

**Marshall** – Oversees the warm-up procedures and warm-up pool.

**Medley Relay** – A Relay in which all four competitive strokes are performed by different competitors in order – back, breast, butterfly, free.

**Meet** – Competition designed to be a learning experience; swimmers race against the clock to determine improvement. A series of events held in one program.

**Meet Approval** – A permit issued by an LSC for meets conducted in conformance with USA Swimming technical rules in which both USA Swimming members and non-USA Swimming participants may compete.

**Meet Referee** – Person in charge of the meet and who is responsible to see that USA Swimming rules and SCS policies are enforced.

**Meet Sanction** – A permit issued by an LSC to a USA Swimming group member to conduct a meet in conformance with all USA Swimming rules (participants are all USA Swimming members.)

**NGB** – National Governing Body or USA Swimming, Inc. There are also several other swimming governing bodies which represent different segments of the swimming population, e.g., CIF, National Collegiate Athletic Association (NCAA), YMCA, Federation International de Natation Amateur (FINA).

**NRT/Top 16 – National Reportable Time** - Time standards set for both short and long course events to give national recognition to the fastest 16 swimmers in each stroke, distance, gender and age group. Achieving these standards allows a swimmer's time to be submitted for consideration each year. Attainment of these times does not guarantee achieving a Top 16 ranking.

**N.T.** – No Time; entering 'No Time' on an entry form indicates the swimmer has never swum the event or distance previously or has no current (within one year) or sanction time.

**National Team** – The 'A' team comprises those American swimmers who are ranked in the Top 8 in the world; the 'B' team includes those ranked in the Top 16 in the world.

**Negative Split** – Swimming the second half of a race equal to or faster than the first half.

**Non-Consistent Time** – a short course qualifying time submitted for a long course meet or a long course time submitted for a short course meet.

**Non-Sanctioned Meet** – Swimming competition which has not received a sanction permit number from SCS; times from non-sanctioned meets cannot be used when entering a sanctioned or proof of time meet.

**Observed Swims** – Swims recognized for USA Swimming purposes which are achieved at meets not run under USA Swimming rules, e.g., NCAA, CIF; at least two USA Swimming officials (minimum SCS Stroke/Turn certified) must be present to attest that the observed swims conform to applicable USA Swimming rules.

**Official** – Judge on deck of the pool at a sanctioned competition that enforces USA Swimming rules.

**Official Result** – That time which is recorded in the official meet results.

**Official Verification Card (OVC)** – a form for certifying a national qualifying time made by a swimmer and issued by a verification official of the area in which the meet was held. OVC's shall be issued for any time that equals or betters a national time standard or international trials time standard.

**Open Events (Competition)** – Competition in which any qualified individual can enter regardless of age or organization.

**Pace Clocks** – Large clock with a large second hand and a smaller minute hand; used to check pace or maintain intervals in practice.

**Prelims (Preliminary)** – Preliminaries are also called heats or trials; those races in which swimmers attempt to qualify for the championship, consolation finals or semi-finals.

**Pre-Seeded** – Heat and lane assignments are made prior to meet according to submitted times; no check-in or scratches are required.

**“Proof of Time” Meet** – Meets where minimum times are required and proof must be submitted including place and date of meet; proof of time meets are generally “AA” meets and above, e.g., JO, Zone, etc.; entry must be on a blue SCS entry card or equal form.

**“Psych” Sheets** – Listing of swimmers and submitted entry times; psych sheets are usually posted at meet and are reproduced at the meet program.

**Pull Buoy** – Flotation device held between the legs during training to increase drag and force greater use of arms.

**Race** – Any single swimming competition; i.e., preliminary, final, timed final.

**Registered** – enrolled as an athlete member of USA Swimming and an LSC.

**Relay** – Any event in which four swimmers compete together as a team to achieve one time; it can be either Free Relay where all swimmers swim the same distance using the freestyle stroke or Medley Relay where each swimmer uses a different stroke.

**Reportable Time** – A time achieved in conformance with applicable USA Swimming rules in which may be submitted to USA Swimming for recognition.

**Sanctioned Meet** – A Meet at which the host club has received permission from SCS to conduct the meet in conformance with all USA Swimming rules.

**Scratch** – The withdrawal of an entry from an event prior to the event being closed by the Clerk of Course.

**SCS** – Southern California Swimming.

**SCS Swim** – A swim by an USA Swimming member in an SCS approved or sanctioned competition.

**SCSRT** – Southern California Swimming Reportable Time.

**Seeding** – Method using submitted times for determining which swimmers will swim in which heats; the fastest swimmers will be seeded in the middle lanes (4 & 5).

**Short Course** – 25 yard or 25 meter pools.

**Split** – Time recorded from the official start to the completion of an intermediate distance within a longer event; also the time for one of the four individuals in a relay.

**Sprint** – Describes the shorter events (50 or 100); or, to swim as fast as possible for a short distance.

**Starter** – Deck official in charge of starting the heats; verifies that no swimmers is in motion prior to the start signal.

**Streamline** – Position used by swimmers in the water when starting or pushing off the walls; designed to reduce water resistance.

**Stroke/Turn Judges** – Deck officials who will observe the swimmers from both sides of the pool and report to the Meet Referee any infractions of the technical rules of swimming; Stroke Judge and Turn Judge may be combined as one position.

**Submitted Times** – Those filed with an entry, as having been previously achieved.

**Suspension** – Deprivation of all rights of membership in USA Swimming.

**Swim Off** – Part of the preliminary competition to determine which competitors with identical times during the preliminaries will swim in the finals heats.

**Swimming “Up”** – A swimmer may swim “up” only one distance, e.g., 100 to 200 and then only if the event is not offered at his ability level; swimming “up” is not acceptable in “proof of time” meets.

**Time Line** – Computer generated approximation of what time each event will begin based on number of swimmers and entries.

**Time Standards** – Performance requirements to enter a swimming competition. Standards are determined for local swim meets by the LSC.

**Time Trial** – A time-only swim, which is not part of a regular meet.

**Tri-Meet** – Meet with only three teams competing.

**Turn Judge** – Observe the swimmers from each end of the pool and ensure that the turns and finishes comply with the rules applicable to each stroke.

**Unattached swimmer** – A USA Swimming athlete member who competes but does not represent a club member of USA Swimming.

**USA/USS** – USA Swimming; the national governing body for swimming competition in the U.S.

**Warm down** – Low intensity swimming used by swimmers after a race or main practice set to rid the body of excess lactic acid and to gradually reduce the heart rate and respiration.

**Warm up** – Low intensity swimming used by swimmers prior to a main practice set or race to get muscles loose and warm; warm up gradually increases heart rate, respiration, helps to prevent injury.

**Zone** – USA Swimming is divided into the Eastern, Southern, Central and Western Zones; Zone meets are the highest level of age group competition available to USA Swimming age group swimmers.

# CONGRATULATIONS!

You have completed your review of the Sandpiper Team Handbook. We appreciate your interest and commitment to be informed. This handbook in no way includes everything you need to know to be an experienced swimming family, but you are now on your way....

If you have any remaining questions, please contact a Board Member or a New Member Director. We will be happy to answer any question the best we can.

**Please let us know that you have reviewed this handbook. Surprise us by signing and returning this sheet. Thank you for your interest.**

**Questions/Suggestions:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent Signature: \_\_\_\_\_

Swimmer Name: \_\_\_\_\_

Date: \_\_\_\_\_

Group: \_\_\_\_\_

