



**2016 Parent and
Swimmer Information
Handbook**

SWIMMER AND PARENT HANDBOOK 2016 SEASON

OVERVIEW

The Chevington Woods Kingfish Fish Swim Team is a competitive swimming program for boys and girls, ages 3 to 18. The Kingfish compete in six regular season swim meets and sometimes league-sponsored invitational meets in the months of June and July, including a season ending championship meet. The Kingfish are members of the Tri-County Aquatic League, which consists of eleven other swim teams from the Newark, Lancaster, Pickerington, Canal Winchester, Pataskala, and Columbus areas. The league has been developed and maintained through a commitment of teamwork and sportsmanship since the early 70's. We are celebrating our 42nd year as a team in 2016 and we have won the Tri County League Division One Championship for eleven straight years!

The Kingfish team takes pride of a history of great swimmers, coaches and an overall commitment to learning, having fun and competing in a wonderful atmosphere. The program provides a structured practice schedule, a dedicated parent's organization, and a successful coaching staff.

BUILDING CHARACTER

Competition can provide an excellent means of developing a predisposition to play fairly. Competition should be marked by a spirit of truth and honesty, with strict observance of all rules. Fair play implies respect for oneself, one's opponent and others involved in conducting competition. Players, coaches, officials and spectators share a responsibility for fair play. Fair play sets the game above the prize. This virtue influences behavior in everyday life.

Every swimmer should think of themselves as a good swimmer and as an important member of the team. Each participant is not the only member of the team, and all swimmers help the team and are important in some way. Swimmers should show respect to their teammates, their opponents, their coaches, the officials and their parents. When the swimmer is not swimming, he / she should be encouraging and cheering on their teammates. If a swimmer wins their event, he/ she should be happy that they did well and helped their team, but should not brag. Everyone should always swim their best, but they will not always win – everyone needs to learn how not to be a poor loser. A poor loser is one whose whole day is ruined because they did not win, blames themselves or their teammates for mistakes that lost the meet, and will not talk to their teammates or the other team. A good loser tells the other team that he is happy for them that they won, and knows that he / she tried their very best and looks forward to winning the next one ...maybe. To be a good team member, each participant needs to get to know all of their teammates and the coaches, and to let them get to know him. We are all different in ability and skills.

VOLUNTEERING AND FUNDRAISING

The Kingfish Swim Team Parents Organization is dedicated to providing a quality competitive swim team opportunity to as many young community members as we can accommodate in our facility. It is our goal to operate this swim team in such a manner that the youth will learn the fundamentals of competitive swimming, fair play, good sportsmanship, and above all, HAVING FUN. We want the team to become an extended family where the members are at ease with one another, the families interact, and all involved can look forward to a safe and successful season.

We acknowledge that an important feature in providing the swim team membership opportunity to the local youths is to try keep the cost to the parent's at a minimum. It is not this team's philosophy to collect membership fees and conduct fund-raisers in order to simply generate excess funds. Any fundraising the team engages in directly benefits the swimmers

through improved equipment, facility improvement and is directed to support activities and awards to encourage excellence, teamwork and good sportsmanship.

A swimming organization requires a great deal of volunteer help for success. The CWK is a member of the Tri-County Swim League; a league in existence since the 1970's. The League's purpose is to foster competition among the member teams, set consistent standards / rules and administer the season ending Championship Swim Meet. The league does not provide for officiating or any other swim meet assistance. The member teams provide their own. In fact, the member teams supply all the organization to run the regular 6 dual (2 teams) or tri (3 teams) swim meets. It takes the participation of all families to adequately staff and run a home dual swim meet. That is why it's essential that we get full support from our families when it comes to running the swim meets. The true goal is to make the event a quality experience for the swimmers and families involved. Volunteers will also be called upon to help with other non-swim meet activities such special events, the awards banquet and Pasta party pre championship dinner, Team breakfasts and other social events.

We do understand that there are those with non-traditional work schedules, or non-traditional lifestyles which may inhibit participation. We also understand that there might be younger siblings to care for and a host of other legitimate reasons why one might find it difficult to volunteer to help. Every effort will be made to make volunteer opportunities fair for every swimmer and family on our team.

In conclusion, we ask that each family contribute at least one family member for at each home meet swim meets during our season and one away meet and also to work at the championship meet. Sign up is done online for specific jobs will be available at <http://www.volunteerspot.com/> from our volunteer coordinators, Karrie Kreinbrink and Michelle Boder. They can be contacted at gokingfish@gmail.com

SWIM MEET VOLUNTEER JOBS:

Many persons are needed to help make sure our home and away meets run smoothly. Everyone's job is important. The more volunteers that we have the less work for everybody! If we have enough Volunteers, they will either work the first or second half of the meet. All of these jobs are important, and can be easily taught to willing volunteers! On the job training for these jobs will be available upon request.

- **TIMER** – Standing at the blocks and keeping time with a stopwatch. Three people per lane are required. Home teams are required to provide two timers per lane for a total of 8 people (16 to give relief) and 6 for away meets (12 to give relief). Visiting teams must provide one per lane.
- **SCOREKEEPER/AWARDS** – Tabulate individual and team scores. For both home and away meets. Usually 2 to 4 people for home meets. 1 person for away meets.
- **BULL PEN**- Making sure the swimmers are to the blocks on time, and keeping some "order" while other swimmers are waiting for the next event. For both home and away meets. Usually 2 to 4 (very patient!) people.
- **RUNNER** – Taking the time cards from the timers to the scorekeepers. Required for home meets. Usually 2 people.
- **STARTER** – Makes sure timers and swimmers are ready; starts each race. Must be a Tri-County league Official. .Required for home meets. Usually two people.
- **OFFICIAL** – Makes sure swimmers are completing strokes properly and following rules of the Tri-County League (must take class offered by the league). For both home and away meets. Usually 2 to 4 people for home meets, two people for away meets.
- **SET – UP / TEAR DOWN** – Helps set up and tear down equipment before and after meets. Required for home meets. Usually 6-10 people. Set up is staffed separately from teardown

TEAM COMMUNICATION

The Parents Organization and Coaches will make consistent and timely efforts to communicate team news and any changes to the season schedule. The three methods of team communication most used are the

- Team website (www.chevingtonwoods.webs.com)
- The email system almost everything is emailed please use an account the you visit more than once a week.
- Remind text messages
- Team Facebook Group
- Family mailbox folders that are maintained at the pool. used infrequently at this time

It is your responsibility as a swimmer and parent to check all the above methods of communication to ensure that you have received the most up to date information. Practice cancellations and changes will be exclusively communicated through the team website and by email.

FIRST EXPERIENCE

You should know that dual meets last approximately 4 to 4.5 hours when at our home pool 3-4 hours at larger facilities. Swimmers should bring a blanket, at least two towels(best to have one for each event), extra cap and goggles and dry clothing to wear after the meet. Parents may want to bring lawn chairs (in case you get a chance to sit down during the meet!) Well prepared parents bring snack foods and drinks for their swimmers, small games or handheld activities to keep swimmers occupied while waiting for events. Concessions are available at all meets and they help support the operating costs for each team.

Coaches will enter the swimmers in different events throughout the season - don't expect your swimmer to swim only their "best" events. By trying different strokes, swimmers may learn that they are talented in areas they may have never tried without encouragement. Please don't show disrespect for the coaches' decisions by asking them to put your child in certain events. Please see the terminology section later in the handbook to learn more about this sport. If you don't understand something, please don't hesitate to ask a coach or "seasoned" family.

WEEKLY PRACTICE SCHEDULE/ WHERE TO REPORT FOR PRACTICE

Practice will run weekdays, typically May 28th through July 21st. Swimmers are encouraged to come as many times throughout the week as they can. A minimum of three practices a week is highly recommended for conditioning purposes. At least two practices per week are recommended for swimmers in the 6 and under age group If you have a conflict in schedules, please make the coaches aware of this as early as possible. Practice Schedules are posted on the website.

All morning and evening practices which include Monday, Tuesday, Wednesday, Thursday, and Friday will take place at the Chevington Woods Pool. Times are subject to change based on schedule changes or weather conditions. Cancellations due to weather will be announced on the website, via remand and via email. We do have practice on the day of a meet and encourage all swimmers to attend these for relay practice as well as a meet warm up and what to expect

Our team is a large team and groups will be training in the pool while other groups will be doing dryland training and stretching. When you arrive at practice, report to the shelter area of the pool to join your group and the coaches to do dryland and stretch before the pool is open for your group. There will be other groups swimming in the pool when your group is scheduled to report, by meeting in the shelter area your child will be under coach supervision when the dryland and stretching for their group begins.

*During the 2013 Season we will have special dryland and games sessions on the field adjacent to the pool on dates before the pool opens for the season! This will allow swimmers to reconnect with friends, meet new team members, get into shape and have fun. **Dates and times will be announced.**

PARENTS MEETINGS

There will be parents meetings held on dates to be announced as needed. The objective of these meetings is to relay information of what to expect for the season, We'll also discuss upcoming events such as fundraisers and etc. The team needs parental participation. These meetings are where you can find out how to help! Information presented at these meetings can also be found on the team website – www.freeewebs.com/chevingtonwoods

CONFERENCING WITH COACHES

Please do not talk to coaches during practice time. They are responsible for the safety of our children. They need to devote all their attention to them. Coaches will be available for conferences after practices. You can also drop a note in the coaches' folder to address any concerns you might have.

VACATIONS / ABSENCES

If you are going on vacation or your swimmer can not attend a meet, a list is posted on the swim team office door each week to **sign if your swimmer cannot attend a meet**. Many hours are spent on each meet to make sure that every swimmer gets to swim and swim a variety of events. This is especially crucial where a relay team is involved. The whole team is counting on each swimmer to be at each meet.

If your swimmer becomes ill or an emergency comes up and they can't swim, contact the coaches as soon as possible to report that your swimmer will not be there. Again this means making changes. It is much easier to make changes prior to the meet, and your cooperation is appreciated!

TEAM CLOTHING, SUITS AND ACCESSORIES

Swimmers and parents will be given the opportunity to purchase team clothing and suits at the beginning of the season. The team will also provide the opportunity for swimmers to purchase a team suit (not a requirement for team membership), team logo t shirts and hooded sweat shirts, team logo swim caps, team logo bags.

Please note that if a swimmer is not going to purchase a team suit, then he or she should have a racing type suit for all swim meets. We require that if a cap is worn in MEETS that it be a Kingfish logo cap available for purchase from the coaches or designated apparel representative.

DISCIPLINE

- Swimmers are expected to listen to the coaches and respect them. Any swimmer causing coaches problems with being able to conduct practice or endangering themselves or others will not be tolerated! Repeating of this can be cause for dismissal from the team without reimbursement of registration fees. In addition, all rules and regulations of the Chevington Woods Pool followed.
- Swimmers are expected to leave the area and pool equipment in the same or better condition than they found it.
- Please report to practices and meets on time.

- Swimmers and parents need to always enter and exit practices through the side double gates to the left of the pool building
- Please put furniture back the way you found it and pick up any trash after practices and team breakfasts.

DECK COURTESY To the coaches

Parents, during practices please do not coach or talk to your children from the deck. This will allow your children to benefit the most from the coaches' instructions. The deck area around the pool is to remain clear of parents or siblings so that the coaches can coach in a safe and effective manner. If you remain at the pool during practices, please view practices from the grass area near the baby pool and not next to the deck. After practices are complete, please clean up your area and return your chairs to the deck in the place that you found them. It is our responsibility to leave the pool area in a clean and orderly fashion the same way we find it each morning.

PARENT RESPONSIBILITY

- Register swimmer(s) by completing team registration CWK registration, emergency medical authorization, liability release and indemnification agreement, and pay all registration fees.
- Enforce pool rules
- Provide transportation for swimmers to and from practices and meets (car pools should be arranged ahead of time)
- Volunteer to work at swim meets
- Make sure swimmers are in the bull pen on time ready for their events during meets
- Inform coaches in writing on the swim office door list at least one week prior to a meet if your child will not be swimming at a meet
- Inform coaches if you have to leave a meet early
- Have swimmer attend a minimum of three practices each week, two practices for six and under swimmers
- Have swimmer stay with the team in the team camp area during the meet
- Check your email and social media announcements about the team daily
- Check website (www.chevingtonwoods.webs.com) for team news and practice changes/cancellations.
- Sign up for Remind Text messages

SWIM MEETS

In order to qualify for Championships, each swimmer must swim/be entered in at least three (3) league meets, which can include any of the six regular season dual meets. Swimmers must swim in at least one meet in each event in which they are entered for championships.

Maps giving directions to away swim meets can be found on our website at www.chevingtonwoods.webs.com if you do not have access to our website, please look in the family mailbox folders to get a map copy.

Please make sure your swimmer talks to one of the coaches after they swim each race at meets.

Swimmers should be at the pool at 4:00 p.m. the nights of home meets unless otherwise announced. Set up for home meets will begin no later than 3:30 pm on meet nights. Unless otherwise noted, home team warm ups will begin 4:15 pm; away team warm ups begin at 5:00 pm. Championship meet Schedules will be emailed out and posted on the web site. Swim Meet schedule is located on the web site and any updates to these times will be posted there. Champs times are subject to change.

What to bring to swim meets:

Prepare for the weather bring warmer clothing if it is going to be chilly at night.

Experienced parent list:

Snacks and drinks for your child to eat. Most teams do provide a concession stand where these items can be purchased.

Portable folding chairs and or a blanket for you and your child to sit on.

Books and small games or toys for your child to play to pass the time waiting for their events

Swim meets can be long so prepare to be comfortable and to make your child comfortable

Towels, more than you think you will need, many swimmers bring one towel per event they swim (max is five events)

Extra goggles in case you lose them or they break.

RULES / EVENTS

Swimmers may swim up in an older age division; however he/she cannot swim the same event in two age groups. The only exception is that a swimmer may swim freestyle in two age groups, providing the events are of different lengths. Each swimmer is allowed to be entered in a maximum of 3 individual events and 2 relays in a regular league meet. For triangular meets, each swimmer may swim 2 individual events and 2 relays. For championships, each swimmer may be entered in 2 individual events and 2 relay events. Rules are governed by the current rules issued by USS, except for a few Tri-County League changes that are noted in the Tri-County League Constitution. There will be one allowable false start. **Please note that league rules are subject to change after the start of the season if a formal committee vote is taken and passed by the league

The deck must be kept clear of spectators during an event. Swimmers must exit the pool immediately after their heat has been completed. Orderly and proper conduct must be observed in the bull pen. Disruptive behavior in the bull pen will be grounds for scratching the respective swimmer from his or her event by the Bull Pen Coordinator.

TERMINOLOGY

Backstroke: Swimmers must start from in the water with both hands on the edge of the pool or starting block. Toes must be placed under the water. Swimmers must remain on their back during the event until they touch the wall for a turn or finish.

Blocks: Diving blocks that the swimmers start from.

Breaststroke: This stroke must be done on the breast with some parts of the head surfacing during the stroke sequence, accepts on starts and turns where one underwater pull and kick are allowed, in that order. All vertical and lateral movements of the legs shall be simultaneous. The feet must be turned outward during the propulsive part of the kick movement. Scissors, flutters, or downward kicks are not permitted. The arm pull must be simultaneous and on the same horizontal plane, recovering forward from the breast. The hands shall not be brought beyond the hipline except on the first underwater pull. Elbows shall be under the water except for the last stroke at the finish of the prescribed distance. At each turn, the touch shall be made with both hands simultaneously at, above, or below the water surface.

Bullpen: Area swimmers must report to promptly when their event number is announced. This is where swimmers are lined up in the proper heats and lanes.

Butterfly (Fly): The swimmer's shoulders must be at or past the vertical toward the breast. Swimmer is permitted one or more leg kicks, but only one arm pull underwater, which must bring him to the surface. From the beginning of the first arm pull, the swimmer's shoulders must be in line with the water surface. Both arms must be brought forward over the water and pulled back simultaneously. All up and down movements of the legs must be simultaneous (dolphin kick). At the turn or finish, both hands must touch simultaneously at, above or below the water surface.

DQ: Disqualification. A technically incorrect stroke, kick, flip turn, or false start. Examples of this are; Backstroke- toes are out of the water on a start. Freestyle- false start or missing the wall on a turn.

Event Cards: Cards (white for girls; blue for boys) that contain the swimmer's event number and event name. These cards are used to seed the heats in each event. Cards are kept in the bull pen until the time for the current race. Swimmers are then responsible for taking the cards of the times in their respective lanes.

Events: The race in which the swimmer is participating.

False Start: Leaving the starting block before the sounding of the starting signal.

Flags: Backstroke flags. These are used by backstrokers as markers. During warm-ups they should count how many strokes it takes them from the time they see the flags till the time they reach the wall, and remember this during the race.

Free Relay: Four swimmers take turns swimming one leg of freestyle.

Freestyle: Swimmers may swim any style (except in medley or free relay, which swimmers must swim crawl). Most swimmers choose to swim crawl because it is the fastest stroke. Any part of the body may touch the wall at the turn and finish. Swimmers are allowed to hold onto the lane line or stand on the bottom as long as their body does not go forward while doing so.

Heat: One race within a single event. Most events have more than one heat. Swimmers with the fastest times are placed together in the last heat.

IM: Individual Medley. One swimmer swims one or more laps each of the following fly, back, breast, and free in that order.

Lanes: The lanes that the swimmers are assigned to for a particular event. Lane numbers are designated by the swimming blocks.

Medley Relay: Four swimmers, each swim one leg of an event, with one swimming back, one breast, one fly, and one free, in that order.

Numbers: Events numbers assigned to each event. Numbers will be placed on each swimmer's hand prior to the start of the meet. Swimmers are expected to report to the bull pen when their numbers are announced.

Official: A person who is trained in making sure that the swimmers are completing strokes correctly and are following USS and Tri- County rules and regulations. It is their responsibility to DQ any swimmers who violate these rules.

Scoring: The times for all swimmers in all heats in a particular event are scored fastest to slowest. The fastest times places first, next fastest second and so on... Team points are awarded as follows in dual meets:

Individual events: 1st place = 5 points; 2nd place = 3 points; 3rd place = 2 points; 4th place = 1 point.

Relay teams: 1st place = 7 points; 2nd place = 4 points

These point listings represent dual meets only.

Scratch: The coach prior to participating removes when a swimmer scheduled for an event.

Seed: The swimmer's placement within an event according to their time, designated as A, B, C, etc... on their event card. Fastest times swim the middle lanes, slower times in the outside lanes.

Time: Three "Timers" using stopwatches time on swimmer in each heat. The middle time is the swimmer's official time. If only two timers are used the times are averaged together to get the official time.

TRI-COUNTY LEAGUE INFORMATION

Teams in our league:

1. Baltimore Sea Lions
2. Canal Winchester Dolphins
3. Chevington Woods Kingfish
4. Bexley Marlins
5. Groveport Fighting Fish
6. Huntington Hills Froggers
7. Moundbuilders Country Club
8. Pataskala Porposies
9. Valley View Gators
10. Granville Stingrays

AGE GROUPS FOR REGULAR SEASON MEETS AND CHAMPIONSHIPS: 6 &

Under Girls 6 & Under Boys > All races are 25 meters/yards

7 – 8 Girls 7 – 8 Boys > All races are 25 meters/yards

9 – 10 Girls 9 – 10 Boys > All races are 25 or 50 meters/yards

11 – 12 Girls 11 – 12 Boys > All races are 50 meters/yards

13 – 14 Girls 13 – 14 Boys > All races are 50 meters/yards

15 – 18 Girls 15 – 18 Boys > All races are 50 or 100 meters/yards

- Some invitationals may vary in age group structure and race length
- Ages are determined as of June 1st (If swimmer turns 19 before June 1st, they are not eligible to participate.)
- Swimmers are allowed to compete in higher age brackets.

Notes or questions: