

2011 Hunter Mill Swim Team Handbook

Contacts

NVSL (A Meet) Team Representatives

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Pool Phone Number – 703-262-0033

Welcome to Hunter Mill Swim Team

We would like to welcome you to our ever growing group of parents and swimmers who comprise the Hunter Mill Swim Team. All dependents of members and lease holders who are from the ages of six to eighteen years of age are eligible and encouraged to join the team. The sport of swimming has many benefits including the people in our community that you and your child will meet. In addition, swimming provides one of the most beneficial forms of exercise that can be enjoyed throughout one's entire life.

Please take time to read through this booklet as it includes valuable information that will help you support your child this summer. We hope that you enjoy the sport of swimming and Hunter Mill Swim Team.

Getting Started

Registration

Registration for the 2011 swim team season will take place Sunday, May 15th from 3:00-6:00 PM. Forms have been posted on the swim team website. Please arrive with the following completed forms: Registration Form, Volunteer Form and Absentee Form. **All registration forms must be submitted before the first day of practice (May 31). Swimmers may not practice unless they are registered. For swimmers who opt to join the team subsequent to the start of the season, they must do so no later than July 13 to be allowed to swim for the remainder of the season.**

Volunteer Selection Form It takes more than 50 volunteers to put on a swim meet. The season will not run without volunteers. If your child is swimming, you should plan on working the meet. If you are unable to work your scheduled time, please find your own sub and notify the volunteer coordinator. We must know as soon as possible that we have enough volunteers.

The registration fee per swimmer is \$130. Registration fee for "mini-sharks" is \$110 per swimmer. The registration fee covers NVSL dues, coaches salaries, insurance, awards and other team expenses. Our new Coaches, Jessica Fry-Jones and Kara Flegal McElveen, will be at Registration to meet the new and returning members of the Hunter Mill Swim Team.

Spirit Wear and Swim Team Suits

Spirit Wear for the 2011 season will be on sale at Registration (cash and carry). Items include: cheer shorts, mesh basketball shorts, sweatshirts, Boxercraft "pajama bottoms", towels, tote bags, silicone caps and car magnets. SPORTFAIR, our swim suit supplier, will be present at Registration for swim suit orders/purchases. Suits may be tried-on at this time. You may also purchase a suit at Sport Fair, 5010 Lee Highway, Arlington, VA, 703-524-9500.

Communication

Swim Team involves a significant amount of communication between the team reps, coaches, parents and swimmers. There are several ways in which the team rep communicates with the team.

1. **Web site - Check out www.huntermill.org. This site is updated regularly during swim team season. The swim team section has valuable information concerning practices, meets, news and announcements, social events and addresses/directions to other area pools.** We also include a weekly summary of the swim meet results. The NVSL also provides a website at www.nvsl.nvpools.com. It includes stats and meet results for all the teams and individual swimmers in the league.
2. **E-mail** will be used on a regular basis to remind parents of upcoming events. **Please give the e-mail address that is used. We depend on that!**
3. The **bulletin board in the pool lobby** has important sign-up sheets, meet results, volunteer lists and many other items. Please check the bulletin board each time you enter the pool for any updates or changes.

2011 Hunter Mill Swim Team Handbook – Page 2

4. **Folders** are located on the swim team cabinet. There is a folder marked with each family's name. Please check your folder each time you come into the pool. Ribbons from swim meets are placed there.

Absences

It is absolutely essential that a Team Rep be notified if a swimmer cannot participate in a Saturday "A" meet. The coach and team reps prepare the meet sheet on Wednesday of each week. Team Reps from each team exchange meet sheets on Thursday before the meet and no changes may be made after this except in case of sickness, injury, or absence, and then only a slower swimmer may be substituted. **Please use the absentee form on the website** to indicate if your child cannot swim in any Saturday meets. The outcome of a meet can sometimes hinge on the presence and performance of just **ONE** swimmer - it could be **YOU!**

Please let the volunteer coordinator know if you are unable to work any meet. The meet DEPENDS on YOU!!!

Swim Team Eligibility

Your child should meet the following requirements in order to be on swim team.

- o Swimmers must be between the ages of 6-18 and their family must be a current member or lessee of the club.
- o 6-8 year old swimmers should be able to swim the length of the pool in the proper freestyle form without stopping. Speed and perfect technique are not required.
- o 9-older swimmers should be able to swim the length of the pool in the proper freestyle form and one other stroke without stopping. The other strokes are backstroke, breaststroke or butterfly. Speed and perfect technique are not required.

Swimmers who do not meet these requirements will be referred to the Hunter Mill developmental Mini-Shark program or for swim lessons with the lifeguards.

Mini-Shark Program

If your child is not ready for continuous lap swimming, you may be eligible for the Hunter Mill Mini-Shark Developmental program. This is not a substitute for swim lessons and children must meet the following safety requirements.

- o Swim 1/2 length of the pool in the proper freestyle form
- o Float on their back for 30 seconds

All new swimmers interested in the Mini-Shark program should attend the May 15th registration meeting, but must be later evaluated/approved for participation by

the coaches. Evaluation times are at 5:00 to 5:45 on Wednesday and Friday during the first week of practice. A Mini-Shark swimmer can move to regular swim team or participate in a developmental meet at the direction of the coaches.

2011 Practice Schedule

Daily Afternoon Practices (May 31 - June 21)	
All 13-18 year olds	4:00-5:00 pm
All Mini-Sharks	5:00-5:30 pm
All 7-8 year olds	5:30-6:15 pm
All 9-10 year olds	6:15-7:00 pm
All 11-12 year olds	7:00-7:45 pm
Daily Morning Practices (June 22 - July 22)	
Mini-Sharks and regular Sharks ages 4,5, and 6	8:00-8:30 am
7 and 8 year olds	8:30 – 9:15 am
9 and 10 year olds	9:15- 10:00 am
11 and Over	10:00- 11:00 am
Afternoon Camper Practices	
Tuesdays and Thursdays June 23 to July 21	
Those who miss morning practice	5:00-6:30 pm
Divisional Swimmers Practice	
July 25 - July 29-Times TBA	
All-Star Swimmers Practice	



Practice will be held no matter the weather, unless the pool closes due to lightning. Call the pool phone number, 703-262-0033, if you have a question about swim team practice being held.

Due to the demands on our coaching staff and the large number of swimmers on our team, your child should attend the age-appropriate practice. If the coaches determine that a practice is too crowded, some adjustments may be made to even out the number of swimmers at all practices. If your child cannot attend their regularly scheduled age group practice, talk to the coaches about rescheduling.

During morning practice, the pool is officially closed. No swimmer should remain at the pool when his/her practice is over and there is no adult present to supervise.

THE SPORT OF SWIMMING

The four competitive strokes are freestyle, backstroke, breaststroke and butterfly and the individual medley event which features all four strokes. In addition there is the freestyle and medley relays. Participants compete in different age groups based upon how old they are on the day of the meet and boys swim against boys, girls against girls. In the NVSL, the age groups are 8-under, 9-10, 11-12, 13-14 and 15-18. Some meets may feature events for 6-under. The distance of the race varies with age. 8-U swim distances of 25 meters. Nine and older swim 50 meters. Exceptions are that 9-10 swim 25 meters of butterfly, and the IM is 100 meters (25 meters of each stroke).

Each swimming stroke has specific rules designed to ensure uniformity of the stroke and that no swimmer has an unfair advantage over another swimmer. Trained officials observe the swimmers during each event to ensure compliance with these rules.

DISQUALIFICATIONS (DQ's)

If a swimmer commits an infraction of the rules, he/she will be disqualified from that event which means he/she will not receive an official time or be eligible for an award in that event. If your child is disqualified (DQ'd), and he/she probably will be at some time, be supportive rather than critical. A disqualification should be treated as a learning

experience, not a punishment. A disqualification alerts the swimmer and coach to what portions of the swimmer's stroke need to be corrected. The disqualification is necessary to keep the competition fair and equitable for all other competitors.

MEETS - COMPETITION

A member of the NVSL (Northern Virginia Swim League)

Hunter Mill Swim Team is a member of the Northern Virginia Swim League (NVSL), an organization founded in 1956 to sponsor competitive swimming among community pools. There are currently over 100 member pools dedicated to developing "a love for the sport, advanced aquatic skill, team, and the principles of good sportsmanship". The member pools are divided into 18 divisions of 5 or 6 teams each with Division 1 being the strongest and Division 17 being the weakest. This year we will compete in Division 2.

Time Trials

Time trials is the first meet of the season. The team swims against each other in order to gain practice and experience for upcoming meets. All regular swim team members and parents should attend. For parents, it is a dress rehearsal for conducting the season's meets. Swimmers gain experience in a competitive atmosphere by participating in all strokes they have mastered to date.

Competitive Meets or "A" Meets

"A" meets are the 5 meets that are held on Saturday mornings. We will compete against the other teams in our division. "A" meets consist of 50 events. Individual events include freestyle, backstroke, and breaststroke for all age groups; butterfly for all ages except 8 and under. We can enter 3 swimmers in each of the 38 events. A swimmer can swim only 2 events. Relay events are the other 12 events, which include a freestyle relay for 8 & under, medley relays for all other age groups, and mixed age freestyle relay. Swimmers may only swim 1 relay except for the mixed age relay. The meet is scored and there is a winning team and losing team.

In general, the swimmers with the three fastest times in each event will be eligible to swim that event in an "A" meet. The coach places the needs of the team, and the need to maximize team points when planning who swims in A meets. Also, the needs of the team may occasionally dictate that a swimmer be required to swim above his/her age group.

Developmental Meets or "B" Meets

"B" meets are the five meets which are held on Monday evenings. In addition to the individual events detailed above for "A" meets, the developmental meets have separate events for 6 & under in freestyle and backstroke.

Relays are not swum at B meets. The following are the guidelines to determine swimmers' eligibility to participate in developmental meets.

1. Swimmers who DID NOT participate in the previous Saturday's dual meet -

8-under – may **choose two** of the following three events: freestyle, backstroke, and breaststroke and may also swim butterfly if able. All events will be swum officially.

9-older – may **choose two** of the following events: freestyle, backstroke, breaststroke & butterfly and may also swim IM. All events will be swum officially.

2. Swimmers who DID participate in the previous Saturday's "A" meet –

Swimmers who swam in TWO individual events in the previous Saturday's "A" meet:

- May swim one event unofficially other than the events they swam on Saturday. Additionally, they may swim 8-under butterfly or 9-over I.M. officially.

Swimmers who swam in ONE individual event in Saturday's "A" meet:

- May swim TWO events officially other than the event they swam on Saturday. Additionally, they may swim 8-under butterfly or 9-over I.M. officially

Unofficial swims are not eligible for place ribbons and may be swum at the end of the event. Swimmers may not swim the same event in two different pools on the same night.

For the "B" meets listed above, summer evenings are subject to sudden threatening weather conditions. "A" meets are never canceled.

We also host a "Lollipop" Meet for the Mini-Sharks and have the hotly contested Boys vs Girls Meet. See meet dates on the web site.

Divisional Relay Carnival

This meet consists of relays only. It takes place on the Wednesday night following the third A meet of the season. The 6 teams in our division each enter one team in each event and compete for the division trophy. Points are given for each place finish and ribbons are awarded to all finishers. Because only a few points often win this meet, every relay is important. It is vitally important to fill our lane in each event. This meet is generally for swimmers that usually compete in "A" meets.

Division Individual Championships, aka Divisionals

This meet is, for most swimmers, the culmination of the summer competition. It matches the top 12 swimmers in the division (2 per team) in each event against each other. "A" meet times are used for seeding. For the IM and 8 & under fly, the times received at "B" meets are the ones used for seeding. Each swimmer is allowed to swim 2 events. Plaques are awarded to the top 6 finishers. Those

that place 7th to 12th place will be awarded ribbons. The top 18 swimmers in each event throughout all 17 divisions will qualify to participate in the NVSL All-Star meet on the following Saturday.

How do I know if I am in an NVSL "A" Meet?

"A" meet swimmers are selected by the coach each week on Wednesday for the upcoming Saturday meet. Selection is based on performance times in prior meets. On Friday morning, there will be a list swimmers and what events they are swimming posted on the bulletin board.

Each Friday this list will be different so it's imperative for parents to check to see if their child is swimming the next morning.

How do I sign up for a B Meet?

B meet signup is done by the coaching staff after assessing each swimmer and according to our current B meet rules. Parents and/or swimmers let the B reps know they will attend the coming Monday's meet by email or signup sheet at the pool. **This should be done no later than 8:00 pm Friday.** Cards are then processed which enter your child in their events.

WARM-UPS

For HOME "A" meets, all swimmers should report to the coach at Hunter Mill pool by 7:45 AM in preparation for our warm-up at 8:00 AM. For AWAY "A" meets, check the schedule for when we will meet in the parking lot to caravan. If you go on your own, plan to arrive at the visitor's pool no later than 8:00 AM. Our warm-up as a visitor is usually at 8:20 AM. For home "B" Meets, swimmers should report to the pool by 4:45 p.m. For away "B" meets, plan to arrive at the visitor's pool by 5:15 p.m. Information will be posted on the web site.

AWAY MEET CARAVANS

Approximately half of the Saturday and Monday meets are held at other pools. It is customary for the team to caravan to the other pool. Swimmers gather before the meet to check-in, get maps, put streamers on cars, etc. We usually meet in the pool parking lot. The meeting time depends on the location of the other pool. It is usually 1 ½ hours before the scheduled meet start time to allow everyone to gather, check-in, drive safely to the other pool, and swimmers to warm-up. Information will be posted on the web site.

WHAT TO BRING TO A MEET

1. Wear your suit and Swim Team T-Shirt
2. Cap and 2 pairs of goggles (your favorite and a spare)
3. 2-3 towels

4. Bottle with water and/or gatorade-type drink (it does get hot)
6. A bag with all of the above in it
7. Always wear shoes or sandals

PARENT SUPPORT REQUIREMENTS

The swim team depends on family support and lots of it! It takes at least 50 people to run a swim meet! In addition to the meet officials, there is the concession stand to run, special events to organize and various administrative tasks. Parents of all HTM Sharks are expected to provide their time and talents to support the team. Except for some of the meet officials (i.e. stroke and turn judges), most of the parent assistance does not require any training or previous experience. Descriptions of these jobs are found below.

Every family should plan to work at least four swimming events and two special/social events or activities during the season. Moms and dads (or older siblings) are welcome to assist. The activities take place at various times, so that all families should be able to find a convenient time to participate. If you have had any prior swimming experience, we encourage you to attend the NVSL Officials Clinics and become certified in the referee position, starter or stroke & turn. Please look over the list below and fill out the Volunteer Selection Form event. Parents will be contacted by e-mail and schedules will be posted on the bulletin board and website.

Meet Officials

Each meet requires over 50 parents to put swimmers in the water.

Meet Manager (Team Representative)	1
Referee*	1
Announcer	1
Starter*	1
Stroke and Turn Judge*	4
Clerk of Course	2-4
Relay Take Off Judges	8
Chief & Assistant Timer	2
Timers	18
Runners	2
Head Table Worker	1
Time Recorders	2
Scorers	2-3
Data Coordinator	2
Ribbon/Awards Clerks	2-3

Meet Officials and Other Key Personnel

Referee (1 per meet) (an NVSL certified official) is the chief official for each meet. His/Her principal function is to ensure that the meet is properly conducted with the NVSL rules.

Starter (1 per meet) (an NVSL certified official) makes sure that all swimmers are given a fair and equitable start.

Announcer (1 per meet) through close coordination with the referee, the starter and the meet director, the announcer controls the tempo of the meet. He/She announces the events and the swimmers as well as providing the names of the winners and other pertinent information.

Stroke and Turn Judge (4 per meet) The Stroke and Turn Judges (NVSL or USS certified officials) ensure that swimmers obey all the rules for the stroke that they are swimming, including the appropriate turn or finish

Clerks of Course (2 per dual meet, 4 per developmental meet) The Clerk of Course is responsible for getting the right swimmer to the right place at the right time. Other duties include assembling the swimmers in the order of events and holding the swimmers ready on deck.

Chief and Asst. Chief Timer (2 per meet) coordinates all timers during each event

Relay Takeoff Judges (4 per meet) judges whether a swimmer has/had not legally left the wall

Timers (9-18 per meet) uses stopwatch to time the swimmer in their lane for each race

Time Recorders-receives time cards and places them in order from 1st place - 6th place

Scorers- awards points for places 1-3 and keeps the overall score of the meet

Marshal (2 per meet) I-oversees safety on deck controls access to the pool edges.

OFFICIAL’S APPAREL: All deck officials would wear white shirts and navy blue shorts or slacks. This is an NVSL rule and helps in distinguishing those persons who should or should not be on the deck during a meet. Timers and table workers should try to wear at least a white shirt.

Parents are also needed to help with pool set-up & take down, concession sales and supply purchase, social activities, Friday breakfasts, t-shirt sales and volunteer coordinators.

Special Events

To foster team spirit and make the swim team season fun various social activities are held. Many of these activities are designed to allow for family members to participate. Information about these social activities is provided on the website and announcements are posted on the pool bulletin board. There may be a nominal fee to cover the cost of special events.

Pep Rallies

Summer swim meets have been traditionally competitive, yet fun events. Many teams plan rituals and elaborate displays of team spirit before and during meets. The HTM Sharks are no exception! To prepare for the meets at all competitive levels, pep rallies are held on several Fridays during a combined practice session. Check the website for details.

Swim Team Awards Banquet

The Swim Team Awards Banquet is the final team activity. All of the swim team members and their families get together to celebrate the successes of the season. Awards are presented and farewells are said to graduating team members. This is also an opportunity to thank the team coaches and the many parent volunteers who make the swim team program possible.

Awards

Meet Ribbons

Every HTM swimmer is given a ribbon for every event in which they swim. When there is more than one heat per event, all heats are combined to determine the final outcome. Swimmers placing 1 through 6 are awarded a place ribbon. If there were more than 6 swimmers in an event, the other swimmers are given participation ribbons. Ribbons are placed in the swim team folders as soon as possible after the meet.

Personal Best Times

Swimmers who achieve their personal best times at any meet will be awarded personal best ribbons each week.

Team Participation Award

Each Shark swimmer 12 and under receives a team participation award at the Swim Team Banquet. This is usually a medal or small trophy.

Season Awards

Additional awards may be given to recognize top scorers, dedication, spirit and leadership, and improvement by age group.

Championship Awards & Division Trophies

Swimmers who place in the Divisional and All-Star Relay Carnival and the Divisional and All-Star Championship Meets are provided with special awards (medals, plaques, ribbons) by the NVSL. Each year a team trophy is awarded to the team which wins the most dual meets within its division.

Team Records

The names of swimmers who hold the Hunter Mill team record for each event are posted in the display case in the lobby of the pool. Team records may be set only at NVSL meets. Records for the IM and 8-under Fly may be set at the Monday developmental meets.