

2010
Inwood Sharks Swim
Team Handbook



★ 2010 ★

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Key Contact Information:

- **Swim Team Information On-Line: www.inwoodhoa.com, Swim Club link**
- **Pool Telephone: 492-8264, press 2**
- **Team President: Cathy Falzareno, cfalzareno@sbcglobal.net, 493-4028**
- **Volunteer Coordinator: Cindy Sinclair, cindy@sinclair.org, 408-1137**
- **Head Coach: Christy Dallahan, cdallahan@sbcglobal.net, 347-3090**
- **Inwood Home Owners Association: 829-7202**

Welcome

Introduction

The Inwood Sharks Swim Team welcomes you and your children, ages 5-18 to participate in approximately seven weeks of neighborhood fun in the sun. Our goal is to provide a positive and rewarding experience by fostering friendship, team camaraderie, and good sportsmanship, while learning swim skills to last a lifetime. The Inwood Sharks is a neighborhood team comprised of children whose families are members in good standing of the Inwood Swim Club. If you are currently not a member of the Inwood Swim Club, please contact the Homeowners Association for membership information, 829-7202.

Parent's Handbook

Please save this handbook and refer to it for answers to questions you might have about the swim team or season. This handbook is provided in an effort to acquaint swimmers and their families to the Inwood Sharks Swim Team. Any updates, corrections or additional information about the team or the season will either be sent via email or posted on the team board at the pool. A copy of this handbook will be posted on the Inwood HOA website (www.inwoodhoa.com) for your reference.

Team Organization

Lone Star Summer Swim League

The Sharks Swim Team is a member of the Lone Star Summer Swim League (LSSSL). The league is currently comprised of 16 neighborhood teams, divided by size of team into four divisions (Divisions A, B, C and D). Inwood is in Division C this year.

The league is dedicated to all its swimmers regardless of swimming skills. Its priority is to create a sense of cohesion, communication, organization, and dedication among its coaches and parents. Each team has a volunteer representative that is a member of the LSSSL Board and attends meetings monthly throughout the year to plan a quality swim season for all teams/swimmers involved. You will find maps to pools, swim schedules, dual meet results, championship meet information, etc. on the league's website, www.lsssl.org.

Eligibility to Swim

To be eligible to swim on the Inwood Sharks Swim Team:

- Swimmer's family must be a member in good standing of the Inwood Swim Club.
- Swimmer must be between the ages of 5 and 18 years of age as of June 1, 2010. (Note: Safety of our swimmers is of the utmost importance therefore swimmers must be able to swim the length of the pool, using any stroke (dog paddle for little ones) by the end of the first week of practice. Swim team participation is not to replace swim lessons. If there is any question as to whether your young swimmer should consider lessons rather than being on the team, please speak to the head coach. Swimmers will swim the entire season in the age group determined by their age as of June 1, of the current year.)
- Swimmer may only participate with one Lone Star Summer Swim League per season. If a swimmer chooses to leave a team during the season, he or she must wait until the following swim season to join another Lone Star Summer Swim League.
- The Lone Star Summer Swim League requires that year-round or Club swimmers be identified as such on their registration forms.

Registration Fees & Refunds

Registration fee information may be found on the appropriate registration form (there are two forms: Current Resident and *Former Resident). Copies of the registration forms may be found in your registration packet or on the Inwood website by clicking on the Swim Club link.

Please note that fees are non-refundable after May 26th. Refunds prior to May 26 will be prorated as necessary.

* If your family lived in Inwood at one time and was a member in good standing of the Inwood Swim Club, but you have since moved out of the neighborhood, your child(ren) may still participate on the team if the neighborhood you now live in **DOES NOT** have a swim team.

Coaching Staff

The Inwood Sharks Team coaching staff changes from year to year based on the needs of the team. Coaches are responsible for conducting practices, stroke and turn clinics, seeding meets, handling all swim meet decisions, Hang with the Coaches events and any other duties assigned by the Swim Team President.

Swim Team Committee

The Swim Team Committee consists of the Swim Team President, Vice President, Volunteer Coordinator, Team Treasurer, Concessions/Special Activities Coordinator, Publicity/Team Spirit Coordinator, and Meet Logistics/Statistics Coordinator. These volunteers handle the business of the team and any parent/swimmer questions/ issues that may arise.

Parent Volunteer Responsibilities

Parent involvement is what makes the team work – we simply can't do it without each of you helping out!

Because volunteers are needed for both home and away meets, each family is required to sign up for a minimum of 2 volunteer assignments during the swim season. The volunteer sign-up form is included in the registration package (and may also be found on the Inwood HOA website through the Inwood Swim Club link). **Your registration is considered incomplete until your family has signed up for two volunteer duties.** Volunteers will be sent a confirmation email prior to the start of the season with their meet assignments.

Once volunteer assignments have been distributed by the Volunteer Coordinator, it is each parent's responsibility to arrive on time and complete his or her assignment. If you are unable to work your assigned job, it is your responsibility to find another parent to take your place and to notify the Volunteer Coordinator of the change prior to the meet affected.

If you wish to offer your help in other areas beyond the standard volunteer assignments, please indicate this on the volunteer form or contact the Volunteer Coordinator. Volunteer opportunities always exist for team coordinators or help with special activities.

Team Communication

We have found that the most efficient way for us to communicate with swim team families is via email. It is recommended that you check your email daily during the season for team updates. Please be sure to provide at least one good mail contact per parent when completing registration paperwork.

We also have a team box and bulletin board located at the swimming pool. The team box is to the right of the Life Guard window and the bulletin board is directly across from the Life Guard desk, on the way into the pool area. We do our best to update the board often and use the box to provide printed copies of information/clinic registrations, etc. but it is always best to keep up to date on team email.

Swim Season Schedule

Following is the full schedule of events for the 2010 Swim Season:

| | |
|----------------------------------|---|
| Tuesday, May 4 th | Parents Mandatory Meeting: 7-7:30pm at the pool, must attend 1 mtg! |
| Monday, May 10 th | Parents Mandatory Meeting: 7:7:30pm at the pool |
| Monday, May 10 th | After-School Practice Begins – see schedule below for times |
| Sunday, May 16 th | Season Kick-Off Party & Swim (Purchase Swim Suits!) 4-7pm |
| Saturday, May 22 nd | Stroke & Turn Clinic – see Clinic info sheet for details |
| Saturday, May 29 th | Swim Meet Home versus Fine Silver Ranch – Warm-Ups 7:45am, Meet 9am |
| Saturday, June 5 th | Stroke & Turn Clinic – see Clinic info sheet for details |
| Monday, June 7 th | Swim Meet Away at Hunter’s Creek – Warm-Ups 4:45pm, Meet 5:30pm |
| Tuesday, June 8 th | Morning Practice begins |
| Thursday, June 10 th | Hang with the Coaches: 8pm – 10pm |
| Saturday, June 12 th | Swim Meet Away at Canyon Springs - Warm-Ups 8:15am, Meet 9am |
| Thursday, June 17 th | Hang with the Coaches: 8pm - 10pm |
| Saturday, June 19 th | Swim Meet Home versus Inwood Hollow: Warm-Ups 7:45am, Meet 9am |
| Wednesday, June 23 rd | Stroke & Turn Clinic – see Clinic info sheet for details |
| Thursday, June 24 th | Hang with the Coaches: 8pm – 10pm |
| Saturday, June 26 th | Championship Meet: Blossom Athletic Center, Warm-Ups 1pm, Meet 2pm |
| Monday, June 28 th | Awards Celebration: 7- 9pm at the Inwood Pool |

Swim Practice

Swim Equipment

Sharks swimmers will need the following equipment:

- Swim Suit: Swimsuits selected for the team are two-year suits (they will be carried by the vendor for two years and used by the team for the same amount of time). The suits are one piece for girls and a jammer length (knee length) for boys. This year’s suit is in its second year, so If your child was on the swim team last year and has a team suit that still fits, he or she is welcome to wear it rather than purchase the new suit this year. ***Swimsuits will be made available for try on and purchase by Swim Shops of the Southwest at the Team Kick-Off Party. It is highly recommended that suits be purchased at the Kick-Off Party as our vendor does not have a local shop. If you cannot attend, perhaps a neighbor can pick a suit up for you. Otherwise you may contact Swim Shops of the Southwest at (830 964-3665) to order a suit.***
- Goggles – must be worn at all practices and swim meets. Swim Shops of the Southwest will have goggles for sale at the Season Kick-Off party or they may be purchased at local discount and sporting goods stores.
- Swim Cap – All girls are required to wear a swim cap and it is highly recommended that boys with longer hair wear them as well. Team swim caps are available for \$3 at the Season Kick-Off party or from the coaches or are sold at concessions during home meets. Swim caps may also be found at local discount and sporting goods stores.

During team practices, swimmers may wear a swimsuit of their choice (girls wear one piece only!). Team suits must be worn at all meets.

Swim Practice Schedule

Practice for the 2010 swim season begins after school on Monday, May 10th and then changes to mornings on Tuesday, June 8th. The team is divided into four practice groups and the schedule is as follows:

Monday through Friday, May 10th to June 4th:

| | |
|-----------------|-----------------|
| 5 – 6 Year Olds | 5:00pm – 5:30pm |
| 7-10 Year Olds | 5:30pm – 6:15pm |
| 11 & Up | 6:15pm – 7:00pm |

Beginning Monday, June 8th, the morning practices are as follows:

| | |
|---------------------|--------------------|
| 7 – 8 Year Olds | 8:30 – 9:30 am |
| 9 – 10 Year Olds | 9:30 – 10:30 am |
| 11 Year Olds and Up | 10:30 – 11:30 am |
| 5 – 6 Year Olds | 11:30am – 12:00 pm |

***Note – If your child is unable to make morning practice due to other commitments (Vacation Bible School, summer camp, etc – NOT just because he or she slept in!!), there will be afternoon make-up practices scheduled for ages 8 and up from 6pm-7pm Monday through Friday, beginning Tuesday, June 8th through Friday, June 25th.

There are no practices the day of meets unless requested by the coaches!

Practice Sign-in and Meet Absence Book

There is a Practice Sign-in and Meet Absence binder just inside the entrance to the pool at the Life Guard counter. Swimmers must check-in at every practice. Swimmers will improve only if they attend practices regularly. Please notify one of the coaches if your swimmer will not be attending practices for an extended period due to an illness or vacation plans.

There is also a section in the book to indicate if your swimmer will not be available for a particular meet due to vacation, baseball game, etc. It is crucial that you note this information in the binder. The coaches place swimmers in meets assuming they will be there unless they see from the binder that the swimmer will be absent. **The absence should be posted no less than five days prior to the meet.** Failure to do so may cause a relay team to be disqualified or prevent another child from swimming this event.

If your swimmer(s) will not participate in the Championship Meet due to vacation plans, you must note this in the meet absences notebook no less than 2 weeks prior to the event.

Swimmer Supervision

Safety is our number one priority. There are no lifeguards on duty during practices. Parents are welcome to stay during practice and watch, but are asked not to interact with the coaches during this time so that they can focus on the swimmers in the pool.

It is recommended that children 8 years and under not be left unattended unless you have asked another adult to watch your child during practice. Please use your judgment when leaving your swimmer at the pool unsupervised.

Accidents can occur suddenly. While we encourage kids to have fun, horseplay or rough housing is not tolerated. Please remind your child that running around the pool is dangerous and not permitted. For safety and optimum instruction, only swimmers in the age group currently practicing may be in the main pool. All other swimmers and siblings should be away from the main pool and away from the coaches until their practice time.

Time Trials

Prior to the first swim meet, coaches will conduct a time trial to better determine swimmer abilities and possible placements in swim meet events. These times not only help the coaches make decisions as to which swimmers should swim what events, but they provide your swimmer with their "base" time - something the swimmer can work to better throughout the season.

Coaching Communication

We ask that parents not approach the coaches during a practice session. Practice time is limited and this is the swimmer's time. You may leave a note for the coaches in the team box by the guard desk or e-mail the Team President or coaches with questions.

Inclement Weather

Any changes to the practice schedule will be communicated via email and when possible, posted on the team bulletin board at the pool. We also have a swim phone mail box at the pool and will do our best to update it with information about practices and weather: 492-8264, press 2. The general rule of thumb with inclement weather is that once thunder is heard, swimmers may not enter the water until it has not been heard again for 30 minutes. If it is raining but there is no thunder or lightening, practice will take place.

Swim Meet Information

General Meet Information

The Sharks Summer Swim season is a quick seven weeks long and consists of four dual meets (two home meets and two away meets) against other neighboring teams in the Lone Star Summer Swim League. The season is brought to a close by the Championship Meet which is held the last weekend in June. Each swim meet is typically comprised of 68 events, lasting approximately four hours depending on the size of the teams swimming. Each event may have more than one heat of swimmers depending on number of lanes in the pool and the number of swimmers on each team. All swimmers will be timed in each event. Swimmers ages 5-10 will receive a place ribbon based on their finish at the end of their heat. The top three times from each team in an event earn points toward the team's meet score. The team with the most points wins the meet.

At the first practice after the meet, coaches will distribute event place ribbons to any swimmers who swam the top six times in each event at the meet. Meet results for each swim meet will be posted on the team bulletin board at the pool.

Meet Dates/Locations/Start Time

Please refer to the Swim Season Schedule on page 5 for meet dates, locations warm-up and start times.

Inclement Weather

In the case of inclement weather the day of a swim meet, every effort will be made to leave a message regarding the status of the meet on the phone voice mail for the Swim Team at the pool (492-8264, press 2). If the meet is a home meet, there will also be a team representative at the Inwood pool to provide information. The general rule of thumb with inclement weather is that once thunder is heard, swimmers may not enter the water until it has not been heard again for 30 minutes. If it is raining but there is no thunder or lightening, the meet will take place. Unless otherwise notified, all swim meets are on!

Swimmer Events

The coaches are responsible for deciding which events your swimmer(s) will participate in based on swimming ability and practice ethics. Each swimmer may swim a maximum of 3 individual events (freestyle, backstroke, butterfly, breaststroke, or individual medley) and 2 relay events (freestyle and medley relay). The 6 and under group will only compete in freestyle and backstroke.

All swimmers are considered available to swim unless the head coach has been notified via notation in the Swim Practice and Meet Absence Book. Out of consideration for team members and the coaches, please make sure that absences are posted **no less than 5 days prior to the meet**. Failure to do so may cause a relay team to be disqualified, prevent another child from swimming the event and cost the team points!

Meet Heat Sheet

A meet heat sheet (lists events by heat and swimmer) will be sent out via email the day before the meet so that parents may review with their swimmers what event(s) their child(ren) will be swimming in the meet. Heat sheets may be printed out and brought to the meet. There are also a limited number of heat sheets available for sale at meets. Because coaches may need to make substitutions the morning of the meet, it is important that you check your swimmer(s) in with the Ready Area coordinator who will let you know if of any changes that may have been made to the heat sheet by the coach that morning. Swimmers should never leave a meet early without checking with the Ready Area Coordinator.

Nutritional Guidelines for Meet Days

All Shark swimmers should eat a healthy breakfast the day of any meet. Avoid dairy products and limit candy or sweets! Eat fruit, granola bars, sports drinks, and drink lots of water!!

Team Warm Ups

Team warm-ups are scheduled before each meet. When the Sharks swim at home, team warm-ups begin promptly at 7:45am, and the meet starts at 9:00am. When the Sharks swim at a neighboring pool, warm-ups are 45 minutes before the start of the meet.

Please arrive on time and check-in with the Sharks Ready Area Coordinator as soon as you arrive to check in your swimmer(s). Also, BEFORE leaving a meet that has not yet finished, double-check with the Ready Area Coordinator to make sure your swimmer is not swimming in an upcoming relay!

Leaving will cause the relay team to be short a swimmer, disqualifying them from swimming the event.

Kids are allowed to write their events, heat numbers and lanes on their forearm or thigh with a waterproof, permanent marker (Ready Area Volunteers will have markers available for kids to use or they may bring their own). As per league guidelines, there should be NO OTHER writing on swimmer's body!

Swim Meet Supervision

All swimmers must sit with their age group in the Team Ready Area during the meet. Ready Area volunteers monitor each age group and line swimmers up for the coaches 2- 3 events prior to the scheduled event. Parents of all age groups should check with their swimmers 5 events prior to their event to make sure they are ready (goggles, swim caps, etc.). It is extremely disappointing for swimmers, parents and coaches when swimmers miss events. Coaches cannot go in search of swimmers.

Sportsmanship

Swimming offers a great opportunity to compete in a friendly atmosphere and promotes team spirit. Please encourage your swimmer(s) to focus on their individual progress and to congratulate those that have had a "good swim". If there is ever a question about a particular issue or call, comments should be addressed to the appropriate source (team president, coach, etc.) in an appropriate manner. Although school is out, please remind your swimmer(s) that they are still accountable for their behavior. Our swim coaches are to be given the same respect extended to any other coach, in any other sport.

Handling Disqualifications (D.Q.s)

Every swimmer, novice or experienced, will get disqualified from time to time. The sport of swimming requires that each stroke be performed in a precise manner. Swimmers will make mistakes and some will be simple and easily corrected with practice. When a mistake occurs, the Stroke & Turn Judge will raise his or her hand to indicate a DQ issue. The judge will then write up a brief DQ notice which is sent to the scorer's table. The DQ notices will be provided to the coaches for follow-up during practice. The Judge will also attempt to approach the swimmer to explain what mistake was made. Six and under swimmers are not told at the end of their swim, but instead will be counseled by their coach during practice.

Explain to your swimmer(s) that disqualification is a possibility and that they should give the Stroke & Turn Judge their attention during his/her explanation so that this error does not repeat itself. Some children become very upset at getting disqualified. Remember that all officials are volunteers and parents like you. In the event of a disqualification, keep your cool. All questions or concerns are to be addressed to the Coaches or Team President in a calm manner. If the parents remain calm, the kids will too. NEVER ARGUE WITH THE OFFICIALS!!!

A Note About Concessions

Concessions are one of the primary means for league teams to raise money to cover costs for team equipment, etc. Our concessions volunteers pride themselves on the offering of a wide variety of great food. Please patronize both our team's concessions stand and the opposing team's stand when we're at their pool. You're helping our team and others to providing a quality swim program for our children!

Swim Meet Survival Tips for Parents

- Drink lots of water or sports drinks
- Protect yourself from the sun and bugs: wear sunscreen, hat, sunglasses and bring bug spray
- B.Y.O.C. (Bring your own chair) especially for away meets
- Bring highlighter for the heat sheets and a Sharpie pen to write on your swimmer
- \$\$\$ for concession stand
- Notify your swimmer(s) where you will be sitting and know where they are
- Remind your child to listen to the Sharks Ready Area volunteers and stay with their age group
- Locate the event board (usually by the starter, indicates what event is currently swimming) and remind your swimmer to keep an eye on the board for their upcoming events

Swim Meet Survival Tips for Swimmers

- LABEL EVERYTHING!
- Wear swimsuit under clothes for a quick change
- Drink lots of water
- Apply sunscreen and reapply it when necessary
- Bring a Sharpie Marker to write events, heats, and lane numbers on forearm or thigh.
- Swim Cap, swim towel, 2 pairs of goggles
- Eat healthy snacks
- Wear shoes/sandals
- Team T-shirt or cover-up
- Bring something to do...cards, hand held games, books, disposable camera, etc.
- Small canvas bag/duffle bag to carry belongings
- Stay in your designated area
- Locate the event board and be ready to approach ready bench area approx. 5 events before scheduled swim
- You represent Inwood and the swim team so be on your best behavior!

Championship Meet

Each of the four divisions of the Lone Star Summer Swim League participates in a Championship Meet where all teams in a specific division compete against one another. This event is exciting, fun for all, and lasts approximately 5-6 hours total including warm-up time. It is typically held on a Saturday or Sunday at the Josh Davis Natatorium, with each division rotating the day of their meet each year. This event marks the official end of the swim season. Swimmers are selected by the team coaches to swim in the Championship Meet based on their swim ethic and meet performance during the season. Swimmers participating in the Championship Meet are allowed to swim a maximum of 3 individual events and 2 relay events.

If your swimmer(s) will not be able to participate in the Championship Meet due to vacation plans or a conflict in family schedule, you must note this in the meet absence notebook no less than 2 weeks prior to the event.

Because the team has to pay \$ 4.00 per swimmer per event to participate in the Championship Meet, you will be charged for any events your swimmer is registered to compete in if you fail to

document the absence in the meet absence book.

More information regarding the Championship Meet, volunteer help for the meet, etc. will be conveyed via email as the event nears.

Hang with the Coaches

One of the ways that we encourage team spirit among the older swimmers is by sponsoring several 'Hang with the Coaches' events throughout the season. These events offer the chance for Shark swimmers, ages 10 and up to meet at the pool, play games (water polo, Marco Polo, etc) supervised by the Coaches and eat pizza! We sometimes invite the Inwood Hollow swimmers to join us. Please check the Sharks Swim Season Schedule on page 5 for dates and times of 'Hang with the Coaches'.

End of Season Celebration Party

The Sharks Swim team hosts a party for all Shark swimmers and their families at the pool with swimming, games, cake and awards. A rain date may be necessary in the event of poor weather. This has always been a fun event and all families are encouraged to attend to celebrate the season. Please see the Swim Season Schedule on page 5 for this year's date and time.

Team Sponsorship

The Inwood Sharks is a not-for-profit organization so we rely on team registration and profit from concessions to support our costs. If you or your organization would like to sponsor the Sharks to help us defray costs for equipment replacement, the purchase of awards, etc., please contact the Team President (contact information below). We would be happy to display a banner (provided by you; must be approved prior to display) for your organization during the season at the pool, advertise your organization on our meet heat sheets, or both! In the past, we have had neighborhood friends step up and sponsor water for concessions, the purchase of breakfast tacos to sell at concessions, the purchase of a starter system, new lane lines.....the possibilities are endless! And we certainly appreciate the generosity!

FINAL NOTE: While we have tried to cover as much information as we could about the Sharks Swim Team in this handbook, we may have left out something you'd like to know! Please feel free to contact the Team President, Cathy Falzareno (cfalzareno@sbcglobal.net or 493-3028) should you have any questions or concerns. We're looking forward to a terrific swim season!

Go Sharks!