

SEBCO PARENT HANDBOOK

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PRESIDENT, SEBCO SWIM TEAM

- **WHO CAN JOIN THE TEAM:** Both SEBCO Pool members and non-members are encouraged to join the SEBCO Swim Team. Any child who is between the ages of 5-17 (by June 1), 18 yrs. old entering 12th grade in the fall, and who can swim one length of the pool freestyle (without stopping) can join. Please remember, the swim team is not a substitution for swim lessons.
- **SWIM TEAM REGISTRATION:** Registration fees are: \$70 for the first swimmer, \$40 for each additional swimmer; a pool fee of \$40 per swimmer is due for all non-SEBCO pool members (this fee is payable to the SEBCO Pool Association). All members must provide proof of membership. All registration fees, pool use fees, and parent participation deposit must be paid in full prior to the first swim meet.
- **PARENT PARTICIPATION:** Parent involvement is vital to the success of summer swimming. We cannot do it without help from all team parents. A deposit check is required, but it is not cashed unless you do not participate in the number of home meets set by the officers for the specific season. Any checks that are cashed go to the team.
- **PRACTICE TIMES:** 7:45pm - Monday - Friday warm-ups; 8:00 - 8:45pm 8 & under swimmers; 8:00 - 9:30 all others.
- **SWIM MEETS:** Dual swim meets are held on Mondays and Thursdays in June and July at SEBCO and various pools throughout the AK Valley. These meets are not mandatory; however, attendance is strongly encouraged. Swimmers should bring extra towels, goggles, swim caps and warm/dry clothing during these meets. Dual meets typically last approximately 3 hours. **Warm-ups for home meets begin at 5:15pm; away meets at 5:30pm. Swimmers should arrive approximately 15 minutes prior to warm-ups. If you are unable to attend a dual meet, please be sure to sign the meet attendance book at least one week prior to the event date (be careful to be sure to sign out on the proper night, if you sign that book, you will NOT be in the line-up).** The meet attendance book will be on the table by the pool where the lifeguards/officers sit every night at practice. If something arises the day of the meet which will prevent your child from attending, please make every attempt to contact a coach or an officer so they can adjust the line-up prior to the beginning of the meet. After swimming an event, swimmers should report to their coaches for advice on their performance. Coaches do not have the opportunity to leave the poolside and find swimmers after their events.
- **INCLEMENT WEATHER:** In the event of inclement weather, every attempt will be made to notify you of any cancellations. Swim meets and practices will be held if it is raining. League rules state that in the event of thunder and/or lightning, all swimmers must exit the pool for at least 25 minutes from the last thunder or lightning strike. There is nothing in the rules regarding temperature (bundle-up, some nights it gets mighty cold early in the summer).
- **CONCESSION RESPONSIBILITIES:** Our concession stand is widely recognized as one of the best in the league. The concession stand is stocked with donations from each family at every home meet. The concession stand coordinator will be in contact with you to verify your concession stand donation after registration (all families are required to donate in some form). If you are responsible for bringing drinks (water, pop, etc.) it is required that you bring them in a cooler already iced down (please remember to pick-up your cooler at the end of the night). All concession stand donations should arrive prior to warm-ups if at all possible. Money earned from our concession stand is used towards the year-end gifts and banquet for the swimmers. **ALL MEMBERS ARE REQUIRED TO MAKE SOME FORM OF DONATION.**
- **WEEKLY REMINDERS:** Weekly reminders will be sent to your e-mail address every Sunday night as well as miscellaneous updates throughout the week. Please provide an e-mail at registration time (in a neat, printed fashion). If we have your e-mail address and you DO NOT receive your reminder the first week after registration, please be sure to: #1 check your spam folder; #2 let the secretary know you are not receiving your e-mails so that you can work together

to rectify the problem. Copies of these weekly reminders will also be hung on the bulletin board for anyone without access to e-mail. These reminders contain important updated information which you need to be aware of, **it is your responsibility to check these weekly.**

- **TEAM PICTURE NITE:** Team picture night is typically held the first week after registration usually with individual pictures being taken first and the team picture being taken prior to practice.
- **TEAM SUIT NITE:** The swim suit vendor will be at SEBCO one evening during the first week of June, prior to registration and team picture night. Team suits as well as practice suits, goggles, caps and other miscellaneous items will be available for purchase at this time. Team suits are not mandatory, however if you choose not to purchase one we do request that you have a solid blue suit for swim meets.
- **FUNDRAISING:** An optional fundraiser will be held in order to help offset the costs of your swim team membership. Any monies earned on items sold will be credited to your families account and can be used towards your registration fee, Lollipop entry fees, and Championship entry fees. **Note: Fundraiser funds are for this swim season ONLY (unused monies cannot be carried over—they will go to the team).**
- **LOLLIPOP CHAMPIONSHIPS:** The Lollipop Championship swim meet is held every year in mid-July and is for all 8 & under swimmers. This meet is similar to a dual meet and typically lasts approximately 4 hours. All swimmers are welcome to attend and WILL BE entered in this meet unless the coaches are notified in advance that they will not be able to attend. Cost is typically \$2 per event; however, this number is subject to change. Every swimmer is allowed to swim up to 3 individual events and 2 relays, for which the parents will be charged accordingly. Coaches have final say in what event the swimmers swim. All teams are required to supply 5 timers for this meet, if you are attending, please consider timing, this can count towards your parent participation requirements. Heat Sheet Happy Ad orders and pre-order t-shirts for this event will be available, please watch your weekly e-mails and be sure to get your t-shirt order and/or Happy Ad in on time. **Note: If you are slated for Lollipops and do not sign out or show up, you will still be charged the fees.**
- **LEAGUE CHAMPIONSHIPS:** League Championships are held every year the week after Lollipops and are for swimmers 8-17 who qualify. This is a long meet, typically lasting from 7:30am to 3:00pm. The top three swimmers in each event from each team attend along with 2 relays. Cost for this meet is typically \$3 per event, however, this number is subject to change. Again, qualifying swimmers are eligible to swim 3 events and 2 relays, for which parents will be charged accordingly. Coaches have final say in entries. Swimmers and/or parents should verify with coaches on the day after the last swim meet whether or not they are entered in Championships. All teams are required to supply 5 timers for this meet, if you are attending please consider timing. Timers at this meet time for only ½ of the meet. Heat sheet Happy Ad orders and pre-order t-shirts for this event will be available for order, please watch your weekly e-mails and be sure to get your t-shirt order and/or Happy Ad in on time. **Note: If you are slated for Champs and do not sign out or show up, you will still be charged the fees.**
- **NEW SWIMMER/PARENT INFORMATION:** Each swim meet has a set order of events with usually more than one heat per event. Age groups are: 8 & under; 9-10; 11-12; 13-14; 15 & over. Events are: Medley Relay; Freestyle; Butterfly; Backstroke; Breaststroke; Freestyle Relay. Swimmers will swim for either points or exhibition, the coach will determine the line-up and schedule the swimmers' who swim for points, all others are encouraged to swim exhibition in no more than 3 events. When a swimmer swims for points, any points earned will count toward the overall team score. Each swimmer is given a card or cards with the swimmer's name, event, heat, lane # and a place to record their times. Swimmers are to take this card with them when it is their turn to swim and hand it to the timer. **It is YOUR responsibility to keep track of your child's events** – your child must be in the seeding area and ready to swim when their event is called.

Coaches do not have the time (or energy) to be tracking down missing swimmers. If your child is not ready to swim his/her event when the event is called, they will forfeit that swim. Listen to the announcer to keep track of events being seeded. It is a good idea to bring along a folding chair to away swim meets to sit in, not all pools have chairs or bleachers. Also, please be sure to bring enough towels and warm clothing to keep your swimmer warm and dry on those cold nights.

PARENT PARTICIPATION (Mandatory Participation Guidelines)

As it takes many hands to run a smooth swim meet (timers; stroke & turn officials; starters; place judges; scorers, concession stand; set-up & clean-up; 50/50; etc.), each family is required to volunteer at our home swim meets, and several are also needed for away meets as required by the league. Please refer to the volunteer board for positions available and sign where you would prefer to work (please **DO NOT** sign-up for a job until you are positive your child will be swimming on the team). All positions must be filled prior to the start of any meet. If we are short in any areas, you may be asked to work if you are not signed-up.

VOLUNTEER JOB DESCRIPTIONS

- **GENERAL MEET SET UP/CLEAN-UP: (4)** **Set-up** consists of placing starting blocks at starting end of pool. Hanging turn flags at both ends of pool. Place chairs around for spectator viewing. **Clean-up** consists of taking down starting blocks and return to storage area, take down turn flags and return to swim team closet. Gather and stack chairs near pavilion, behind slide or by grassy area near zero entry end of pool. Gather all trash from containers, replace with new liners and take trash bags to dumpster located in the parking lot.
- **STARTER: (1)** Responsible for starting each event, keeping the meet running quickly and smoothly. The starter should attend the Stroke & Turn Clinic.
- **STROKE & TURN: (2)** must have knowledge of proper strokes and flip turns to watch swimmers during each event to be sure they are swimming/turning correctly. If incorrect swimming/turning occurs this will result in the swimmer being DQ'd. Stroke & Turn judges should attend the Stroke & Turn Clinic.
- **PLACE JUDGE: (1)** At finishing end of pool, one on each side. Job is to list on tally sheet order in which swimmers finished according to lane. Visiting teams are required to supply one place judge at each meet also; therefore, we will need one volunteer for away meets also.
- **SCORING: (2)** After receiving timing cards from runners, record swimmers times and placement, tallying score throughout the meet. One scorer is also needed at each away meet.
- **TIMER: (12)** Meets with the starter and other timers before the meet and paired in twos. Starter will give any instructions at that time. Each timer will receive a stop watch, head timer will receive a clipboard and pencil also. Each timer will verify swimmers name on card they give you, time each swimmer and record time on card. This card will then be given to designated runner.
- **RUNNERS: (2-3)** Responsible for gathering swimmers cards from TIMER after each heat. These cards are then taken to the Scoring Table. This person must move quickly in between events (wear comfortable shoes)
- **ANNOUNCER: (1)** Responsible for announcing upcoming heats so that swimmers know when to report to seeding area, as well as any other announcements that may come up throughout the meet.

- **SEEDING: (2-3)** Responsible for lining up swimmers in event/lane/heat order for upcoming events. Swimmers should be aware of/pay attention to when it is necessary to report to the seeding area. Upon hearing their event (from the loud speaker) they should report to the seeding area to be put in proper order. One seeder is also needed at each away meet.
- **50/50 SALES: (2)** our fundraiser - Two volunteers are responsible for gathering materials for sale (raffle tickets, change pouch etc.). You will then sell raffle tickets to spectators until the meet is approximately half over. At that time tickets/money will be returned to the scoring table to be counted and a ticket will be drawn and announced for the winner to retrieve.
- **CONCESSIONS: (a bunch)** Responsible to volunteer their time selling food at home meets. There are some preparations like setting up tables, warming of food, cooler preparation etc.... Volunteers should be able to be at the pool by no later than 5:00pm.
- **LOLLIPOP COORDINATOR: (1)** Responsible for coordinating T-shirt pre-orders & disbursement of t-shirts at Lollipop meet; also responsible for happy ad entries, etc.
- **CHAMPIONSHIP COORDINATOR: (1)** Responsible for making sure ALL swimmers who are swimming in this meet are aware that they did qualify and are scheduled to swim at Championships and that they should be attending practice until Championships, also responsible for coordinating T-shirt pre-order along & disbursement of T-shirts at meet.

04/15/14 last update 04/22/15