



**HURY**

**Handbook**

**Revised September 2011**

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## **Welcome**

"When I go out and race, I'm not trying to beat opponents, I'm trying to beat what I have done ... to beat myself, basically. People find that hard to believe because we've had such a bias to always strive to win things. If you win something and you haven't put everything into it, you haven't actually achieved anything at all. When you've had to work hard for something and you've got the best you can out of yourself on that given day, that's where you get satisfaction from."

**Ian Thorpe**

Welcome to the Hilliard Hurricanes YMCA Swim Team! The HURY Swim Team began in 2003 with the opening of the Hilliard Ray Patch YMCA and has gained respect throughout the South East Ohio / West Virginia (SEOWV) league due to both the strength of our swimmers and level of parent support/volunteering.

## **Mission Statement**

The HURY Swim Team offers a competitive program that stresses both individual and team improvement while teaching its swimmers to compete according to the YMCA values – Respect, Responsibility, Honesty and Caring.

## **Philosophy**

HURY is a year-round competitive program designed to accommodate anyone interested in a positive swimming experience, from the new age grouper to the highly motivated national level senior swimmer. At HURY, we emphasize competition with oneself, and we maintain that sportsmanship is of equal importance to performance.

Whether an athlete joins HURY to improve physical conditioning, prepare for high school, or to race at the national or collegiate level, HURY will provide the environment that will allow each athlete to realize his/her goals. Swimming is **not** an individual sport, and our athletes will be expected to value and respect their teammates, coaches and opponents. As a member of the HURY swim team; a swimmer will have the opportunity to develop a work ethic and healthy sense of competition that together can provide the backbone for success in the pool, the classroom, and beyond.

## **Team Organization**

The HURY Swim Team is a YMCA team. This means that the team competes mainly in meets organized by the South East Ohio/West Virginia Swim League, and that all team members must maintain their YMCA membership to remain on the team. This league offers competition for swimmers from the beginning level through national competition.

Swimmers must maintain their YMCA membership throughout the swim season and the swimmer must present his/her YMCA membership card before each practice and home meets at the front desk. Failure to do so will result in dismissal from the team.

Some members of the HURY Swim Team seeking additional competition may choose to join the HURY USA Swim Team. This team is associated the Ohio Swimming, Inc., a local swim committee of USA Swimming. Participation in this league requires additional league fees for membership, coaching, meet attendance, and travel. Participation in USA Swimming is *not* a requirement of membership of HURY Swim Team and competition in USA meets are in addition to, not in place of, participation in YMCA meets. Many of the USA meets that HURY participates in have minimum time standards for entries.

The professional coaching staff is employed by the Hilliard Ray Patch YMCA. The parent committee and parent sub-committees support the coaching staff by helping coordinate parent volunteers, running swim meets, raising

funds, managing team communication, tracking team finances, assisting with team spirit, purchasing/maintaining team equipment, and providing funds for coaches to travel to swim meets outside the local area. All parents are encouraged to participate in the Team's activities.

## **Code of Conduct**

The HURY Swim Team expects all swimmers and their parents to uphold the following Codes of Conduct:

### ***Parent's Code of Conduct***

I will place an emphasis on the fun of participation and keep the emotional and physical well being of all the children ahead of my personal desire to win.

I will require my child to treat other swimmers, coaches, fans, and officials with respect without regard to gender, race, religion, culture, or ability.

I will encourage good sportsmanship by giving positive support to all swimmers, coaches, and officials at every meet, practice, or other event.

I will support and assist this experience however I can... by being a respectful fan, by providing transportation, etc.

I will support coaches and officials by working with my child in order to encourage a positive and enjoyable experience for all.

I will refrain from the use of tobacco, alcohol, and drugs at all youth sports practices, meets, and other events and I will encourage others to do the same.

I will remember that youth sports are for the kids and not for the adults and will do my very best to make this experience fun for all of the children and parents involved.

I will monitor the actions of our coach or coaches and will bring any behavior that is inconsistent with the Coach's Code of Conduct to the attention of someone in authority at the YMCA.

I will pick up my child promptly after meets and practices so the coach is not left in a compromising position with my child.

### ***Swimmer's Code of Conduct***

I will not intentionally hurt or be mean to any player, coach, or official.

I will pay attention to my coach and give her/him the respect she/he deserves. I will not misbehave or be disruptive during practices or meets so that I do not ruin the experience of other children.

I will not argue with officials and will leave any disputes regarding officiating to meet officials and my coach.

I will follow the rules for safety that my coach and the YMCA have established.

I will seek and willingly receive instruction both in the skills of the sport and in proper sporting behavior and good sportsmanship.

I will encourage my parents to set an example of good sportsmanship for my fellow teammates, the other parents, and myself.

I will commit to follow the following pledge.

## **The HURY Coaching Staff**

### **Head Coach**

Brian Dickmann

[hilliardswimming@gmail.com](mailto:hilliardswimming@gmail.com)

Brian Dickmann enters his 22nd year of coaching with the 2010-2011 season. He has coached at all levels of swimming from 8 and under to the college level. Brian's coaching duties have included Napoleon Aquatic Club, Bowling Green State University, Pickerington High School, Hilliard Marlins and Hilliard YMCA. A former Ohio High School State Champion in the 200 yard freestyle Brian is a member of the Napoleon High School Hall of Fame. Upon graduating, he swam for three years at The University of Tennessee under the 1984 Olympic Sprint Coach Ray Bussard and for one year at Bowling Green State University under former Pan Pacific Assistant Coach Brian Gordon. While at Bowling Green, Brian won a Mid-American Conference Championship in the 1650 yard freestyle.

Brian brings a wealth of knowledge on the fundamentals of swimming to HURY. He is also currently the Head Swimming Coach for Hilliard Bradley, Darby and Davidson High Schools. Coach Dickmann currently teaches Science at Hilliard Darby High School. He resides in Hilliard with wife Molly and three sons, Blake, Drew and Erik, all of which are HURY team members. When not at the pool, you can find his family golfing, downhill skiing, camping and looking at the stars.

### **Assistant Coach:**

Kyle Supe

[kwsupe@gmail.com](mailto:kwsupe@gmail.com)

Coach Kyle is entering his 6<sup>th</sup> season as coach for HURY. He is from Cincinnati and trained at the Countryside YMCA in Lebanon, Ohio (the largest YMCA in the nation!). As a USA age group swimmer, high school State finalist, and YMCA National finalist he excelled in mid-distance and distance freestyle events. Kyle attended The Ohio State University where he participated in varsity swimming for one year and he received his degree in Zoology. Kyle is currently pursuing a license in grades 4-9 math and science education at Ashland University's Columbus center.

Lindsey Palmer

Lindsey is from Grand Haven, Michigan originally and came to Ohio to attend Ohio State University. She started swimming with her local YMCA team and swam in high school. Lindsey also played water polo in high school and played one year at OSU on the club team. She has a teaching degree from OSU and is currently a substitute teacher. She started at the Hilliard YMCA as a swim lesson instructor and is beginning her second season with HURY as an assistant coach. She lives in northwest Columbus with her husband Tony.

### **YMCA Aquatics Director:**

Nicole Douglas

[ndouglas@ymcacolumbus.org](mailto:ndouglas@ymcacolumbus.org)

## **The Swim Season**

### ***Winter Season***

The winter season begins in early September and runs through the beginning of March. The SEOWV League Championship Meet and the Great Lakes Zones Meet are held in mid/late March, and the YMCA National Meet is held in April. Swimmers are required to meet qualifying times to swim in the end of the season meets. Qualifying times for each age group are updated annually. If the swimmer chooses not to participate in or does not qualify for the Championship meets (SEOWV regional or league Championships, Zone meet, National meet), his / her season will be over after the final dual meet.

Registration for the HURY Swim Team winter season begins in August. Priority registration is provided for returning HURY swim families. Try-outs for new swimmers are conducted in late August.

### ***Summer Season***

The summer season begins in mid May and ends with the SEOWV League Summer Championship meet in mid July. The YMCA Summer National Meet is held at the end of July. The Summer National Meet is the only meet of the summer season with qualifying times.

Registration for the HURY Swim Team summer season begins in May. Priority registration is provided for returning HURY swim families. Try-outs for new swimmers are conducted in early/mid May.

## **Registration Fee and Refund Policy**

Registration fees for each practice group are established each year for each season. The registration fee is paid to the YMCA and covers the cost for coaches' salaries.

Refunds of registration fees will only be given with a doctor's written notice and approval of the Hilliard YMCA Aquatics Director.

## **Swim Practice**

### ***Practice Attendance***

Whether a swimmer is solely committed to swimming, is a multi-sport athlete, or simply interested in a variety of extra-curricular activities, HURY takes measures to support athletes with varying degrees of commitment levels. At the same time, there is no escaping the fact that regular practice attendance helps promote conditioning and develops fitness while also boosting team spirit! Each practice group has attendance recommendations appropriate for the objectives of that group. Attendance recommendations increase as swimmers advance into higher leveled groups. Attendance recommendations are specific to the different practice groups and will be outlined in subsequent sections.

### ***Missing Practice***

Missing practice affects performance. The older the swimmer is, the more he/she is affected by practice attendance. Achieving goals in swimming can only come through attending practices on a regular basis.

Swim practices are built SLOWLY on the previous practice, the previous week's practices, and the previous month's practices. Each practice concentrates on developing different strokes and skills. Missing the same practice each week may result in "gaps" in the swimmer's training. Every practice is designed with the goal of having the swimmer perform his/her best at the end of the season.

Life is full of choices and so is swimming. Swimmers must make choices about their practice attendance and be happy with their choices.

**NOTE:** If a swimmer is too sick to go to school, they are too sick to come to practice! Coming to practice while ill exposes other swimmers to germs and inhibits the swimmer's progress towards wellness. Stay at home with symptoms of a contagious illness (fever, coughing, sneezing, diarrhea, nausea, and/or vomiting). If a swimmer is too sick to complete practice, they will be asked to leave.

Swimming should take its place properly behind: Health, Family, Faith and School.

### ***Swim Lessons***

Swim lessons aren't just for little kids. Please remember that membership on the swim team does not take the place of swim lessons. Swim team covers the drills of the strokes, technique of the strokes, and endurance swimming. If your child is having trouble grasping the concepts, he/she might be better served adding swim lessons to get more individual attention paid to the basics. Check with the Aquatics Director on swim lesson availability. Swim lessons, whether group or private, are arranged through the Aquatics Director, not HURY coaches.

### ***What to Bring to Practice***

Swimmers are required to bring a *training suit, goggles, a cap (girls), and towel* to practice. In addition, swimmers are strongly encouraged to bring a *water bottle* to all practices in order to help maintain hydration levels and eliminate the need for a swimmer to leave the workout to drink from the water fountain. Swimmers are responsible for filling their water bottles **before** practice begins.

During practices, swimmers are asked to bring all other bags and books on the pool deck. *Please do not leave your bags and personal belongings unattended in the locker room area without securing them in a locked locker.*

Remember, all rules of the YMCA should be followed by the HURY swim team members.

### ***Practice Arrival and Departure***

Swimmers should be on deck and ready to swim **10 minutes prior to the start of practice.** In the event that a swimmer must leave practice early or is late for practice, we ask that the parent(s) send a note with the child explaining the reason for his or her tardiness/early dismissal. Seniors swimmers should notify their coach no later than the day before they have a meeting after school or have any other school related activity that will cause them to miss a practice or a portion of a practice. Swimmers who arrive before their practice or stay late are asked not to talk to coaches while they are on deck coaching another practice.

### *Practice Cancellations*

If the Hilliard YMCA is open, we will have swim practice. If Hilliard City Schools cancel activities, close for weather, or have a scheduled day off, we will have practice as long as the Hilliard YMCA is open. Even if it is snowing or sleeting, HURY swim practice will go on **unless there is a LEVEL 2 snow emergency in Hilliard. Practice will only be cancelled for a level 2 snow emergency in Hilliard.**

### *Parental Presence at Practices*

Practice is the time for swimmers and coaches to concentrate on improving the swimmer's technique, speed, and endurance while developing a strong relationship between the swimmer and his/her coach, as well as the swimmer and his/her teammates. It is important that parents allow this development to occur without interruption. Therefore we ask that parents remain in a designated area (in the hallway behind the pool or the bleachers, not behind the lanes) and refrain from communicating with their swimmer(s) during practice. Coaches will address questions from parents. Please use e-mail to set up conference time to address coaching concerns with the coaches. Parents are asked to please refrain from conversations with coaches during practice time.

### *Behavior during Practice*

It is the swimmer's responsibility to always exhibit appropriate behavior. The HURY staff strives to teach our swimmers to live, train and compete according to the YMCA National Core Values. Those values are Caring, Honesty, Respect, and Responsibility. All swimmers will be expected to exhibit these Four Core values when frequenting all YMCA facilities. Often swimmers share the locker rooms and other areas in the YMCA or meet facilities with adult patrons and other members, and must therefore act responsibly and respectfully at all times. Swimmers are expected to leave the YMCA facilities and the many facilities that so graciously host competitions **cleaner** than the way they found them. Parents of swimmers will assume responsibility for any damages caused by their swimmer(s), including any necessary costs of repair, replacement, or extraordinary cleaning. Destruction or damage to the YMCA, any facility we visit, or other member's property can result in suspension or dismissal from the team.

Swimmers of all ages and ability levels are expected to follow their coaches' instructions at all times. Swimmers who disrupt practices, have trouble following their coaches' directives, or disrespect their teammates, coaches or the facilities they use will be reprimanded and their parents will be informed. **Repeated offenses may result in suspension or dismissal from the team.** Attached to this Handbook is the **HURY Swim Team Code of Conduct**. Please review the code, sign and date, and return it to one of the HURY coaches.

## ***Practice Equipment***

The following pieces of equipment will be used throughout the season. Although this equipment is not required, it is used to correct stroke deficiencies, build upper body strength, build leg strength, concentrate on body balance, head position and stroke technique, increase the capacity of the lungs to expel air, and increases CO2 tolerance.

### **Pull Buoy**

- All Groups



### **Kickboard**

- All Groups



### **Zoomers**

- Typhoon
- Monsoon



### **Finis Swimmer's Snorkel**

- Monsoon
- Typhoon Orange



- **Please label all equipment** with swimmer's name using a waterproof marker
- The YMCA has limited supply of Pull buoys and kickboards for swim team use.
- HURY typically selects an official team vendor for each season. You can receive a team discount by purchasing items from this vendor.

## ***Goggles***

Many swimmers become frustrated with their goggles because they leak. There is a big difference between recreational goggles and competitive goggles. Recreational goggles are made inexpensively for **playing** at the pool. Competitive goggles are designed to withstand competition; starts, turns, and training.

### **Purchase Pointers:**

1. To find the right goggles, visit a store that has a selection of goggles you can try on (like Kast-A-Way, Aquatic Adventures, or Greenhouse Aquatics).
2. When you find a pair that attracts you, press the goggles to your face without using the straps. Goggles should stay on your face for a second or two without pressure from your hands. When you find a pair that adheres without help, it's likely the goggles won't leak in the water.

3. Try the goggles on with the straps and adjust until comfortable. Remember, if the straps are too tight, they may cause headaches. Some goggles even have an adjustable nose piece for a better fit.
4. If you have allergic reactions to natural rubber, look for latex-free brands.
5. Goggles with soft, thin neoprene padding around the rim will prevent red, post-swim goggle lines around your eyes.
6. Swimmers with smaller heads (even older swimmers) should not hesitate to try child, youth-size, or women's goggles to find that perfect fit. These goggles are normally comparable to quality to adult-sized swimming goggles, depending on the manufacturer.

## Practice Groups

The HURY Swim Team is organized into practice groups based on age *and* swimming ability. Practice lanes are established by the coaching staff to maintain an effective and safe swimming environment for all swimmers.

A description of the practice groups for the HURY Swim Team during the winter season is provided below. Practice groups are modified during the summer season due to a smaller team size, a shorter season, and a less competitive environment in the summer.

### *Tsunami Blue*

The **Tsunami** Blue group is a beginner practice group for swimmers ages 5-8. Swimmers practice within a relaxed, low pressure training environment that incorporates stroke instruction and stroke drills in a fun, positive and educational atmosphere. Swimmers in this group must be able to meet the following requirements:

- Complete 1 lap of continuous freestyle and 1 additional lap of backstroke.

Coaches recommendations:

- Attend both practices per week
- Compete in all home meets
- Attend Regional Champs and/or AA Champs

Practice Time	5:15-6:00 PM
Practice Days	Tuesday, Thursday

### *Tsunami Orange*

The **Tsunami** Orange group is an introductory practice group for swimmers ages 7-10. Swimmers practice within a relaxed, low pressure training environment that incorporates stroke instruction and stroke drills in a fun, positive and educational atmosphere. Swimmers in this group must be able to meet the following requirements:

- Complete 2 laps of continuous freestyle and 2 additional laps of backstroke

Coaches recommendations:

- Attend 3 practices per week
- Compete in all home meets and 2 additional away meets
- Attend Regional Champs and/or AA Champs

Practice Time	5:15-6:00 PM
Practice Days	Tuesday, Thursday and Friday

### *Cyclone*

The **Cyclone** group is an intermediate level practice group for swimmers ages 7-10. Swimmers practice within a relaxed, low pressure training environment that incorporates stroke instruction and stroke drills in a fun, positive and educational atmosphere. Swimmers in this group must be able to meet the following requirements:

- Complete 4 laps of continuous freestyle and 2 additional laps of backstroke

Coaches recommendations:

- Attend 3 practices per week
- Compete in all home meets and 4 additional away meets
- Attend Regional Champs and/or AA Champs

Practice Time	5:15-6:00 PM
Practice Days	Monday, Wednesday and Friday

### *Typhoon Blue*

The **Typhoon Blue** represents mid-level swimmers ages 9-13. Swimmers work to develop and refine all four competitive strokes, racing strategies, starts and turns. Stroke drills and a basic conditioning program enable swimmers to prepare for regular competition opportunities. Swimmers in this group should be able to meet the following requirements:

- Swim 200 continuous yards freestyle and 50 continuous yards of backstroke
- Ability to dive

Coaches recommendations:

- Attend at least 4 practices per week
- Compete in all home meets and 4 additional away meets
- Attend Regional Champs and/or AA Champs
- Attend Zones if qualified

Practice Time	6:00-7:00 PM
Practice Days	Monday-Friday

### *Typhoon Orange*

The **Typhoon Orange** represents advanced-level swimmers 10-13. Swimmers work to refine the four competitive strokes and their respective starts and turns. A basic conditioning program enables swimmers to prepare for regular competitions. Individual goal setting is introduced. Swimmers in this group should be able to meet the following requirements:

- Swim 500 continuous yards freestyle
- Perform four competitive strokes legally

Coaches Recommendations:

- Attend at least 4 practices per week
- Compete in all home meets and 5 additional away meets
- Attend Regional and/or AA Champs



yard pools. Most USA meets during the summer season are long course meters (LCM), which means that the meets are swum in 50 meter pools.

There are several different types of swim meets that HURY swimmers compete in:

***YMCA Meets***

***Dual or Tri:***

Who: All HURY swimmers  
When: Saturdays & Sundays  
Where: Hilliard YMCA or other YMCA's in the Southeast Ohio / West Virginia (SEOWV) Swim League  
Cost: Free  
Length: 3-4 hours

***Invitationals:***

Who: All HURY swimmers  
When: Saturdays and/or Sundays  
Where: YMCAs located in the SEOWV Swim League  
Cost: Approximately \$10.00 - \$15.00 dollars (usually 3 individual and 2 relays)  
Length: 6-10 hours over two sessions (typically 10 & under and 11 & over)

***Regional Championships (Winter Season Only):***

Who: Any 12 & Under swimmer who has swum in 3 meets. Swimmers may not swim in events in which they have achieved a SEOWV AA time standard.  
When: Saturday or Sunday  
Where: Determined by the SEOWV Swim League (usually at a YMCA)  
Cost: Approximately \$12.50 dollars (3 individual and 2 relays)  
Length: 4-6 hours Sat or Sun

***SEOWV Swim League "AA" Championships:***

Who: Any swimmer who has swum in 3 meets (12 & Under swimmers must time qualify for individual events for Winter Championships. Summer Championships do not have qualifying times.)  
When: Saturday and/or Sunday depending on age group  
Where: Determined by the SEOWV Swim League (usually OU)  
Cost: Depends on number of events being swum  
Length: 6-10 hours Sat and/or Sun over two sessions (sometimes over two days)

### ***Zones:***

- Who: Any swimmer who time qualifies  
When: Friday night, Saturday and/or Sunday  
Where: Location varies throughout the Great Lakes Region (Michigan, Indiana, Ohio, West Virginia, Kentucky)  
Cost: Depends on the number of event being swum  
Travel & expenses are the swimmers responsibility  
Length: 3-4 hours Fri PM, 6-10 hours Sat and/or Sun

NOTE: All zone swimmers must attend **all** scheduled competition sessions for his/hers age group and attend all team practices. Swimmers who are unable to attend all practices between Championships and Zones should consult their coach for an alternative workout schedule.

### ***Nationals:***

- Who: Any swimmer who time qualifies  
When: Monday, Tuesday, Wednesday and Thursday  
Where: Winter season – Greensboro, NC; Summer season – Atlanta, GA  
Cost: Depends on the number of events being swum
  - \$50.00 facility surcharge (per team)
  - Travel & expenses are the swimmers responsibilityLength: 4-5 hours preliminaries (morning), 2 hours finals (evening), Monday thru Thursday

NOTE: All national swimmers must attend **all** scheduled competition sessions and attend all team practices. Swimmers who are unable to attend all practices between Championships and Nationals should consult their coach for an alternative workout schedule.

### ***USA Swim Meets***

- Who: Strong, serious competitive swimmers  
When: Fridays, Saturdays & Sundays  
Where: Throughout Ohio; some meets may be scheduled outside Ohio  
Cost: Fees include: Cost to join USA league, Coaching fee, Meet fees, Travel expenses  
Length: All day or weekend meets

### ***Meet Participation***

Meets are an exciting opportunity for swimmers to measure progress, experience the thrill of competition, and strive for individual goals and team accomplishments. Meets should be viewed as a swimmer's reward for all of their hard work in practices.

All swimmers are expected to participate in at least 3 YMCA regular season meets and season-concluding championships meet (either Regional or League). The season ends for non-championship swimmers after the last meet regular season meet.

### ***Meet Sign-up***

Parents register their swimmers for meets online. Information on the meet sign-up process is provided at the beginning of each season.

You may change the swimmer's registration status up **until** the entry deadline. Once the entry has been mailed, the swimmer will be billed for entry fees (if applicable), whether they swim or not, since the team must prepay for meet entries. Furthermore, you may incur additional fees for scratched relay events.

**NOTE: It is absolutely necessary you show up for meets you sign up for. If an emergency comes up, you are required to contact a coach (by cell phone) as soon as possible. Failure to show up for a meet without notifying the coaching staff results in last minute changes to relays and, in some cases, scratching of relays, which impacts teammates. Swimmers who do not show up for invitational meets are still responsible for entry fees, and may incur additional fees for scratched relays.**

### ***Payment for Invitationals***

In order to participate in an invitational swim meet, each swimmer is responsible to pay a fee. Invitational fees must be paid by established deadlines. If fees are unpaid, the swimmer will not be entered into future Invitational Meets including Champs, Zones, and Nationals.

The invitational fee amount will be listed on the web site for each Invitational. Meet fees may be paid online. If a family is unable to pay meet fees online, a check may be written for the Invitational amount payable to "Hilliard YMCA Swim Team" and indicate on the check's memo line the swimmer's name and the meet name. Place the check in the lockbox located above the mailboxes on the pool deck. We discourage putting cash in the lockbox to discourage vandalism.

To facilitate the payment process, we encourage depositing a "lump sum" in your account in advance. Many teams refer to this as an "escrow account". The Parent Advisory Committee will provide you with a statement of your account on a regular basis, or you may contact the Treasurer at any time, to obtain the balance on your account. Any unused fees will be reimbursed to you at the end of the swim year.

Scratching events for "no shows" not only disappoints swimmers who could have swum but also wastes meet fees. If your swimmer's absence causes a relay to be scratched, you will be responsible for the cost of the **entire** relay fee.

### **Meet Information, Behavior, and Conduct**

#### ***What to bring to a meet***

Swimmers must arrive at a meet with his or her team suit, team cap, goggles, and towel in order to participate. Families are also encouraged to bring their own chairs, as bleachers fill up quickly and decks are often crowded at busy sessions. A Sharpie Marker is also helpful for swimmers to write their event information on their arms. Concessions are sold at most meets, but families are also encouraged to supply their own nutritional food and drinks for their swimmers. Be aware that many facilities do not allow food in the pool area.

### ***Warm-up Time***

Swimmers are asked to arrive at the meet location 15 minutes before warm-up unless otherwise instructed by coaches. Swimmers must change, stretch and warm-up before competing. In addition, coaches must often determine relay lineups before the start of competition, and will be unable to include a swimmer who is not present for warm-ups. Additionally, this time in the pool allows the swimmer an opportunity to get the feel for the pool (count the number of strokes from the flags, water temperature, get the feel of the walls for turns, etc.). Swimmers who miss their designated warm-up or a portion of their warm-up without notifying the coaching staff in advance, or swimmers who refuse to participate in their warm-up or a portion of their warm-up may be scratched from their first event of the day

### ***Cool-down Time***

Swimmers 11 & older are asked to cool down after each event in which they are swimming (if a lane is available). 10 & under swimmers entered in events 200 yards or longer are also expected to cool down after their swims. Cool down is necessary in order to ensure that a swimmer recovers fully from their last maximum effort, and is prepared for their next event. Parents are asked to please reinforce this with your swimmers.

### ***Team Area***

Swimmers are expected to sit in a designated area with their teammates. This promotes team unity, which in turn contributes to swimming success and enjoyment. It also helps coaches locate swimmers when necessary. Team areas should be kept clean and it is the responsibility of all families to clean up after the meet.

### ***Team Apparel***

Swimmers are to wear their team suit and team cap at all meets. Wearing team apparel helps promote team pride and unity, and allows coaches and parents to identify swimmers more readily.

### ***Leaving the Meet***

Swimmers are expected to stay at the meet until they are released by a coach. Often relay lineups may change during the course of the meet or may not be decided until later in the meet. It is important that swimmers do not leave a meet before confirming with the coaching staff that they will not be swimming in another event that day. Leaving a meet without consulting with a coach first may result in suspension from an event in the swimmer's next meet.

### ***Checking with Coaches***

Swimmers of all ages are expected to speak with a coach before and after each swim. Coaches give a swimmer final reminders and encouragement before an event, and offer praise and a constructive review afterward. This immediate feedback is essential in a swimmer's long-term development and can provide focus for the swimmer in his/ her cool down, as well as his/her warm-up and performance in future events.

### ***Meet Behavior***

Swimmers are required to exhibit sportsmanship and respect for teammates, coaches, competitors, officials and the public at all times. Parents and swimmers must always be mindful that they are representing HURY and the Hilliard YMCA and should act accordingly, even (and especially) when other swimmers or parents from other teams are not.

## **Hilliard YMCA Swim Team Record Policy**

A list of team records is maintained by the HURY Swim Team, and team records are updated once a year on the record board posted in the pool area. The events tracked for records for each age group by the HURY Swim Team will be consistent with the events tracked for each age group by the SEOWV Swim League.

### ***Membership Status***

- The swimmer must be in good financial standing with the YMCA and the HURY Parent Advisory Committee when record plates are ordered on May 1<sup>st</sup> at the end of each winter season.
- Swimmer must be a legal swimmer according to league regulations.
- Swimmer must make an effort to compete in league championship meets in which the swimmer qualifies.

### ***Converted Times***

- HURY will not use converted times for team records. According to the American Swim Coaches Association, converted times should not be used for record consideration. Additionally, the common thought among ASCA coaches is that conversions between long course and short course do not give accurate times.
  - The poolside record board will be for short course yard times.
  - The HURY Swim Team will track separate times for long course meter record times.

## **Team Communication**

A large team with 6 different practice sessions and multiple coaches often needs to communicate in both formal and informal ways. If you have a question about the teams' activities, please contact a member of the HURY Parent Board. If your concern is specifically about your child's swimming, arrange to meet with your child's coach or the head coach. Do not communicate with the coaches during practice times. Appointments can be made with team Coaches by email. Questions or concerns about non-coaching issues should be addressed to the Hilliard YMCA Aquatics Director or to a member of the HURY Parent Board.

### ***Bulletin Board***

HURY has a bulletin board inside the natatorium behind the slide. Please check the bulletin board for team information and posting of personal best times by team members.

### ***Email***

Email is the primary method of communication for the HURY Swim Team. Watch for team newsletters and updates on meet information and team activities.

### ***HURY Web Page*** <http://www.huryswim.org>

The HURY web page is updated frequently. Visit the web site for posted newsletters, coaches' letters, Parent Board / Coaches contact information, web links, team records, qualifying times, USA swim information, meet information, meet results, and swim team basics.

## **HURY Parent Board and Committees**

The HURY Parent Board consists of swim parents that are volunteering their time to oversee the organization of all non-coaching aspects of the swim team so that the coaches may focus on coaching. The Parent Board is responsible for overseeing all Committees, determining parent organization, maintaining team finances and organizing fundraising efforts, authorizing expenditures of team funds, managing all aspects of meets, providing communication to both parents and Hilliard YMCA staff, and promoting team spirit.

**Officers:** The Parents Board consists of President, Vice-President, Secretary, Treasurer, a Member-at-Large, a coaching staff representative, YMCA Aquatics Director and YMCA Executive Director as voting members.

**Terms of Office:** Officers are elected for two year terms. Annual elections will alternate every year between two officers – odd years: President and Secretary, even years: Vice-President and Treasurer. The Member-at-Large is elected every year.

Example:     2010 – Vice – President and Treasurer  
                  2011 – President and Secretary  
                  2012 – Vice – President and Treasurer  
                  2013 – President and Secretary

**Nominations:** Nominations will be collected by the Secretary in January and February. Any swim parent who is current with fees to the team and the YMCA may make nominations or run for office. The President will contact nominees and verify their willingness to serve and review duties of the office. Nominees will write a one paragraph summary of their experiences and their reasons for wanting to run for office.

**Elections:** Elections will be held at the Winter Swim Banquet following the winter swim season (generally March or April). One ballot per family may be cast. The ballot will contain a paragraph from the nominee describing their experiences and reasons for wanting to hold office.

If you have something to offer please always feel free to contact a board member. The current Parent Board Officers are provided on the website.

### *Parent Board Officer Description of Responsibilities*

**President** - The President is the principal executive officer of the Team. He/she supervises and facilitates all of the activities of the Team, coordinates the parent board meetings and is the primary contact to both Hilliard's YMCA aquatics and executive director. The President servers as the board contact for the Meet Management committees.

**Vice President** - The Vice President in the absence of the President shall perform the duties of the President. The Vice President performs duties as are assigned by the President, coordinates Championship and Zone activities (hotel, timers, and team assignments). The Vice President serves as the board contact for the Spirit Committee and the League Representative,.

**Treasurer** - The Treasurer is responsible for all funds of the organization. He/she receives and gives receipts for monies due and payable to the Team from all sources, submits & reconciles income and expenses to the YMCA account and maintains individual swimmer accounts. The Treasurer shall present a written financial report at each Team meeting. The Treasurer serves as the board contact for the Concessions Committee.

**Secretary** - The Secretary shall keep the minutes of the Parent Board meetings and attends to all correspondence. The Secretary servers as the board contact for the Welcome Committee and the Banquet Committee.

**Member-At-Large** – The Member-at-Large position was created in 2010 to assist other Parent Board Officers with various duties as needed. The Member-at-Large serves as the board contact for the Apparel Committee.

### *Parent Board Committee Chairs*

Volunteers play an important role in ensuring success of the HURY Swim Team and managing the various tasks that it takes to run an efficient and well organized team. Volunteers are needed in a variety of positions and all parents are encouraged to assess where they can make the biggest contribution and volunteer. Committee Chairs are appointed by the President annually.

### ***Meet Management Committee***

*Description:* Chairperson and committee shall obtain all necessary resources (personnel and equipment) required to conduct home and away swim meets. The committee members will be responsible for arranging the pool set up for home swim meets and restoring the pool after the swim meet concludes. This Chair will be responsible for scheduling all volunteer slots (officials, bullpen, timers and runners) prior to the meet start and ensuring that all equipment is in working order (stop watches, starting system, etc.) This committee is also responsible for volunteer training and official clinics.

*Committee Involvement:* This committee is active throughout the season as part of all home meets, Champs, and Zones.

*Parent Board Representative:* This committee Chair reports to the Board President.

### ***Spirit Committee***

*Description:* Chairperson and committee members will be responsible for organizing social functions and incentive programs to enhance the morale and spirit of the HURY Swim Team. This committee maintains the bulletin board and distributes ribbons to mailboxes after Invitationals.

*Committee Involvement:* This committee is active throughout the season.

*Parent Board Representative:* This committee Chair reports to the Board Vice President.

### ***Concessions Committee***

*Description:* Chairperson and committee members will be responsible for scheduling the setup, operation and tear down of concessions at home swim meets. The Committee Chair will assist with the planning for concessions at the 2011 Zones meet at OSU.

*Committee Involvement:* This committee is active throughout the season as part of all home meets.

*Parent Board Representative:* This committee Chair reports to the Board Treasurer.

### ***Welcome Committee***

*Description:* Chairperson and committee members will be responsible for welcoming new members, including pairing up new members with a mentor family. Miscellaneous items will include helping the chairperson and or assisting with an activity.

*Committee Involvement:* This committee is active primarily at the beginning of the season.

*Parent Board Representative:* This committee Chair reports to the Board Secretary.

### ***Banquet Committee***

*Description:* Chairperson and committee members will be responsible for organizing the annual end-of-season awards banquet and for the purchase of the awards for the banquet (in coordination with the head coach).

*Committee Involvement:* This committee is active primarily at the end of the season.

*Parent Board Representative:* This committee Chair reports to the Board Secretary.

### ***Midnight Madness Invitational Chair***

*Description:* Chair and committee are responsible for organizing and managing all aspects of the team's invitational meet. The Invitational serves as the team's principle fundraising vehicle for the year and requires considerable time and leadership ability. Committee must work with the Parent Board, YMCA staff and HURY swim coaches to ensure success.

### ***USA Swimming Liaison***

This individual coordinates with the HURY coaching staff to communicate information related to HURY USA events to all USA HURY members.

	<b>YMCA</b>	<b>Address</b>	<b>Phone #</b>
BRY	Beckley YMCA	121 East Main St, Beckley, WV 25801	304-252-0715
CFYSH	Charleston Family YMCA	100 YMCA Drive, Charleston, WV 25314	304-340-3540
CHY	Hilltop	Fox Ridge Rd., Columbus OH	614-878-7260
CMMY	Ross County YMCA	100 Mill St., Chillicothe, OH 45601	740-772-4350
CNYW	Columbus North YMCA	1640 Sandalwood Pl, Columbus, OH 43229	614-885-4252
CYRT	Cambridge YMCA	703 N. 7th St. Cambridge, OH 43725	740-432-6318
GCY	Grove City YMCA	3600 Discovery Dr., Grove City, OH 43123	614-871-9622
GYG	Gahanna YMCA	555 YMCA Place, Gahanna, OH 43230	614-416-9622
HAYST	Harrison County YMCA	Lowndes Hill Pk, Clarksburg, WV 26301	304-623-3303
HURY	Hilliard YMCA	4515 Cosgray Road Hilliard, OH 43026	614-334-9622
HYCAT	Huntington YMCA	935 10th Ave, Huntington, WV 25701	304-525-8127
JBCY	JB Chambers YMCA	60 Knox Lane, Wheeling, WV 26003	304-242-8086
LCFY	Licking County YMCA	470 W. Church St., Newark, OH 43055	740-345-9622
LTPY	Liberty Township / Powell YMCA	7798 N. Liberty Rd., Powell, OH 43065	740-881-1058
LYST	Lancaster YMCA	465 W. 6th St., Lancaster, OH 43130	740-654-4206
MYAC	Marietta YMCA	300 N. 7th St., Marietta, OH 45750	740-373-2250
MYST	Mt Vernon YMCA	103 N. Main St., Mount Vernon, OH 43050	740-392-9622
PICY	Pickaway County YMCA	440 Nicholas Dr., Circleville, OH 43113	740-477-1661
PKB	Parkersburg YMCA	30th & Broad St., Parkersburg, WV 26101	304-485-5585
SEEYA	Jerry L Garver YMCA	6767 Refugee Rd, Canal Winchester, OH 43110	614-834-9622
SWCC	Southwest Community Center	3500 Ave., Grove City, OH 43123	614-539-1770
ZYP	Zanesville YMCA	700 McIntire Ave, Zanesville, OH 43701	740-453-9622

Away meet directions will be included in the weekly newsletter e-mails, and can also be found at the following website: <http://www.seowvswim.org/directions.html>