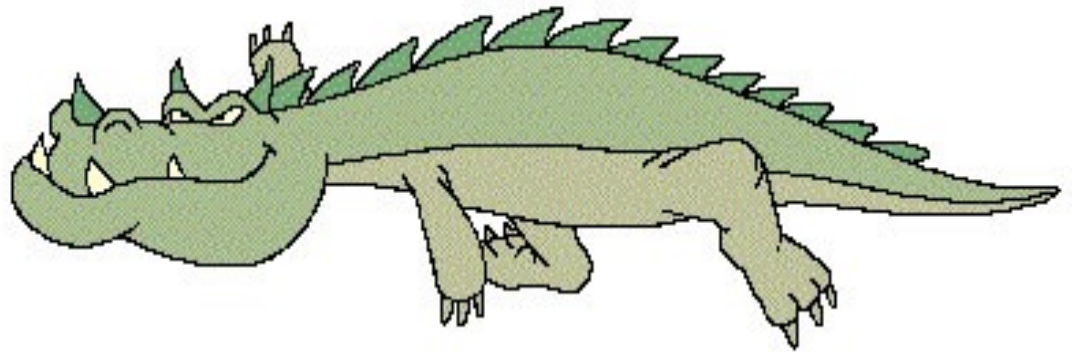


Nine Oaks Gators



**Swim Team Parent Handbook
2011**

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INTRODUCTION

WELCOME

Welcome to the Nine Oaks Swim Team's 2011 summer season! We look forward to working with you and your swimmer(s) in our summer league that offers instruction, training, and competition to children of all abilities.

TEAM HISTORY

The Nine Oaks Swim Team (NOST) was established in the late 1960's. The team is a member of the Tri-County Swim League.

The Tri-County Swim League is made up of seven teams:

Hillside Swim Club	Phoenixville YMCA (Baker Park)
Laurelwood Swim Club	Skippack Swim Club
Nine Oaks Swim Club	Upper Perkiomen YMCA
North End Swimming Club	

Our enrollments typically range from between 120 to 140 swimmers.

PURPOSE OF THIS HANDBOOK

This handbook will provide you with information about NOST such as practice times, meets, activities, team rules and expectations, and descriptions of areas that parents need to help in order to make the team run efficiently.

It is our hope that this handbook will help you enjoy and better understand the inner-workings of NOST and the world of amateur swimming.

CHAPTER 1: ABOUT NINE OAKS SWIM TEAM

MISSION STATEMENT

Our mission is to have fun, while learning proper swimming techniques and being as competitive as possible in the Tri-County Swim League.

EXPECTATIONS

Both swimmers and parents are expected to be respectful of coaches, volunteers, competitors, and NOST rules.

COACHING STAFF

Position	Name
Head Coach	Lauren Jendzurski (ljendz@gmail.com)
Assistant Coach	Michael Jendzurski
Assistant Coach	Carly Sieracki
Assistant Coach	Matt Dwyer
Assistant Coach	Michelle Johnson
Assistant Coach	Katie Vining

BOARD MEMBERS

Position	Name
President	Cindy Sieracki (sierchem@yahoo.com)
Vice President	Al Cushman (aljocushman@comcast.net)
Asst Vice President	Stephanie D'Arcangelo (darkangels5@verizon.net)
Treasurer	Carin Davis (carin.davis@hotmail.com)
Secretary	Sue Darlington (darlings472@comcast.net)
Concessions Director	Sue Kelly (suekelly5@verizon.net)
Awards Director	Janet Moran (jcmorans@verizon.net)

BOARD MEMBER RESPONSIBILITIES

The team board is a very informal group of parents whose function is to help organize the team activities and see that they run smoothly. This allows the coaches to coach and the swimmers to swim. Without this organization, nothing would get accomplished. Some of their responsibilities include:

- Oversee the operations of the team and coaching staff
- Assist with tasks necessary to keep the team running
- Maintain the books, pay the bills, etc
- Take care of the team correspondence and keep the minutes of the board meetings

REGISTRATION

Registration information for the swim team is included in the Nine Oaks Swim Club membership letter that is mailed every spring. NOST members do not have to be members of the Swim Club.

	Pool Members	Waiting List/Non-Member
First swimmer	\$75	\$125
Second swimmer	\$65	\$105
Third swimmer	\$55	\$85
Maximum family	\$210	\$340

PARENTS MEETING

A meeting for all parents will be held on **Tuesday, May 31st, - 7:00 pm** at the Nine Oaks Pool. This is your opportunity to meet and greet the coaches, board members, and other parents and find out all of the details about our summer swim season. All parents are encouraged to attend!

SWIM TEAM RULES

- Prior to attending Nine Oaks Swim Team practice sessions or participating in a league meet, a swimmer must be registered and all applicable fees paid
- Swimmers are expected to be at practices and meets on time. If a swimmer is not present at a meet 30 minutes before the scheduled start time, he or she may be scratched from the meet and considered absent.
- If a swimmer cannot attend a meet, they must communicate this on the sign-up sheets posted on the bulletin board. Failure to do so will affect many of the other swimmers at the meet
- Coaches determine the meet placement for all swimmers

CHAPTER 2: SWIM TEAM INFORMATION

SWIMMER ELIGIBILITY

There are five age groups in the league. They are:

8 and under

10 and under

12 and under

14 and under

18 and under

The age of the swimmer for the entire season is determined by the swimmer's age as of June 1, 2011. Swimmers must be rostered with the league in order to be eligible to swim in a meet.

Swimmers cannot swim in another summer league.

COMMUNICATION

Our swim program cannot run successfully without effective communication among all participants. The following methods of communication are used by NOST.

- A “family folder” has been assigned on a one per family basis for the distribution of written communication. The family folder is in the form of a manila folder. The family folder bin is open during the daily practices and is kept in the pool office so that it is available whenever the pool is open. Use the folders for written notes **to** the coaches and board members and to pick up any written forms of communication **from** the coaches and board members. Please check your family folder on a daily basis.
- NOST News – A weekly email is sent to update all parents about upcoming events and issues.
- Board members and coaches can be reached via e-mail or phone number. See Chapter 1 for this information.
- Swim meets require many volunteers such as, timers, judges, and snack bar helpers. We have created a Wiki so that all of us can access the forms and enter our names in the volunteer spots of our choosing. During home meets, we need food items that include dinner fare as well as snacks and desserts. This form is also available on our Wiki. Access the Wiki by going to the following website:
<http://nineoaksswimteam.wikispaces.com>
- The bulletin board is also used for communicating the following:

- Meet Absence list – Used for swimmers who are unable to attend a meet
- Invitationals – Used to convey important information such as cost and times for upcoming invitational meets

S A F E T Y

Dangerous conduct and hazardous situations or conditions must not be allowed in the swimming pool area or team environment. It is the duty of all adults to be observant and responsible enough to curtail any type of potentially dangerous or hazardous activity.

- 1) All small children are to be supervised by an adult at all times.
- 2) No running on deck.
- 3) No spectators are allowed in the pool or on the diving board during swim meets.
- 4) Obey the directions of the coaches and parents.
- 5) Never push, shove, or throw anyone into the pool, including coaches.
- 6) Never bring glass containers into the pool area during practice or a meet.
- 7) No alcoholic beverages are allowed at any of the swim clubs.
- 8) Keep all hands and feet out of the pool as it may interfere with the races.
- 9) Keep the area behind the starting blocks clear.
- 10) Stay clear of the starter's area.
- 11) Stay clear of the scorer's table.

P R A C T I C E T I M E S A N D A T T E N D A N C E

Swimmers should come to practice regularly and be prepared to do their best. Swimmers must practice with their age group unless prior arrangements have been made with the coaches. The practice schedule is shown below.

Swim Team Practice Schedule		
Date	Age	Times
5/31 – 6/17 (Mon – Fri)	11 & Up	4:30 pm – 5:30 pm
	10 & Under	5:30 pm – 6:15 pm
6/20 - thru end of season (Mon – Fri)	11 & Up	9:00 am – 10:00 am
	10 & Under	10:00 am – 10:45 am
	High School	8:00 am – 9:00 am

SWIMMING APPAREL

Swimmers should wear a swimsuit that is comfortable for racing. You may also want to consider buying at least one practice suit for your swimmer.

Other necessary apparel includes: goggles, towel, t-shirt or sweatshirt for swim meets, and a swim cap if desired. Team caps are provided by the team.

SWIM SUITS

You will need to purchase a new suit this year. You can try-on and order your new suit on the following dates at the home of our board Asst VP, Stephanie D’Arcangelo.

Tuesday, May 3 – 6:00pm to 8:00 pm

Monday, May 9 – 6:00 pm to 8:00 pm

(Directions to the D’Arcangelo’s: Rt. 113 to Hopwood Road. Make the first left onto Chinaberry Lane. House is first house on left – 101 Chinaberry Lane.

TEAM PICTURES

Team pictures will be taken during the season. This is an optional expense. Plan on attending Picture Day even if you aren’t purchasing any so that all swimmers can be represented in the team photo.

Team pictures are scheduled for **Thursday, June 30th at 4:00 pm**. Please be prompt! Individual pictures will be taken first followed by a team picture. You may want to consider putting siblings in one individual picture – they make for great holiday photos!

FUNDRAISERS

During each home meet, an extended snack bar menu is available courtesy of the NOST parent volunteers. Our profits from the snack bar during these home meets are vital for our fundraising efforts. Our typical offerings include: hot sandwiches, tomato pie, salads, macaroni and cheese, and lots of snacks, desserts, and candy.

NOST also participates in Laps for Life, a fundraising effort to raise funds for cancer research. Further information will be provided during the swim season.

CHAPTER 3: PARENTAL RESPONSIBILITIES

VOLUNTEERING

PURPOSE

The swim team can only function through the efforts of parent volunteers. All parents must volunteer in some capacity for their children to participate on the team.

The swim team Volunteer Policy requires that each family will support the team during the season for any of the volunteer activities listed below. Parents indicate availability and areas of volunteer interest on the [wiki website](#). It is the parent's responsibility to perform the duty or arrange for a substitute.

Volunteer Activities	
Duty	Description
Set Up/Tear Down	Prior to and after each home meet, volunteers prepare the pool (remove/replace ladders, hang/take down backstroke flags, etc.), and arrange the deck (move tables and chairs).
Snack Bar	Volunteers purchase, set-up, man, and tear down the concessions table at all home meets. Volunteers are required in one-hour intervals. (<i>6 persons – 2 persons per hour</i>). Please see Sue Kelly for volunteer information.
Timers	Determine each swimmer's official time for each race. Being a timer is a good entry-level position for new parents. Some parents have been timers for years and wouldn't want to see a swim meet from any other viewpoint. If you can start and stop a stopwatch, you can be a timer. Timers start their watches on the strobe light and stop their watches when the swimmer touches the wall. There are three timers per lane and all three times are recorded. If two or three of the times are identical (to the 1/100th of a second), that is the official time. If none are identical, the middle time is considered the official time. Volunteers are required in half-meet intervals. (<i>24 persons away, 12 persons home</i>)
Line Up	Volunteers ensure the swimmers are lined up in the appropriate lanes at each swim meet. They also oversee the area where the swimmers wait immediately prior to their event. (<i>3 persons</i>)
Meet Officials	The Stroke and Turn Judges, Finish Judges, and Starter/Referee attend training at a free clinic before officiating at meets. (<i>9 total persons</i>)
Announcer	Responsible for announcing events, results, and scores throughout the meet. (<i>1 person</i>)

Tables	Table workers record swimmers' official times. They keep the score of the meet and perform any other necessary swim meet paperwork. <i>(2-3 persons)</i>
50-50	Sell 50-50 tickets to all attendees of the meet. <i>(2 persons)</i>
Runners	Take the timers records to the table. Volunteers are required in half-meet intervals. <i>(2 persons)</i>
Swimmers Snack	Responsible for providing the snacks for the swimmers at the end of each meet. <i>(2 persons)</i>

In addition to the above positions, parents are also needed to coordinate the following activities:

- **Team party** – plan the end of season party
- **Swimsuits** – select suit in February and arrange for ordering in May
- **Team pictures** – set up day and time with photographer, distribute pictures to families
- **Records** – keep swim records updated
- **Team apparel** – take orders and distribute
- **Awards** – sticker the back of ribbons for those swimmers who placed in meets
- **Heat Winner Distribution** – distribute heat winner ribbons to all swimmers 12 and under
- **Laps for Life** – distribute and collect donations from swimmers for cancer research

Please see a board member if you are interested in any of the above positions.

SWIM MEET OFFICIALS

Officials are present at all competitions to enforce the technical rules of swimming that ensure the competition is fair and equitable.

Starter/Referee

The Starter is responsible for beginning the race and ensuring that all swimmers are given a fair and equitable start. The Referee is the final judge on all decisions on the pool deck.

Stroke and Turn Judges

Once the race has started, the Stroke and Turn Judges are responsible for observing the swimmers performing their strokes and turns to ensure that all swimmers obey all the rules for the stroke that they are swimming. If a Stroke and Turn Judge observes a violation of the rules, the official raises his/her hand to signify that an infraction has occurred and that the swimmer is disqualified. A disqualification is recorded on a DQ slip stating what he/she saw that was illegal, which is forwarded to the Table workers.

CHAPTER 4: SWIM MEETS

2011 MEET SCHEDULE

2011 Swim Meet Schedule		
Regular Season		
Date	Location	Opponent
Thursday, June 23	BYE	
Tuesday, June 28	Away	Laurelwood
Thursday, June 30	Home	Upper Perk (in water starts)
Tuesday, July 5	Away	Baker Park
Thursday, July 7	Home	North End
Tuesday, July 12	Home	Hillside
Thursday, July 14	Away	Skippack
Championships		
Monday, July 18	Hillside	A Champs - League (8's, 10's, and 12's)
Tuesday, July 19	Laurelwood	Seniors - League (13 +)
Wednesday, July 20	Upper Perk	B Champs - League (8's, 10's, and 12's)

EVENTS AND SCORING

Competitors are limited to 4 events – 2 individual events and 2 relays or 3 individual events and 1 relay. Not all swimmers will swim the maximum events permitted, as the meets would take until midnight to complete! All swimmers will swim at least one event per meet.

In the individual events, a first place finish earns 5 points for the team, a second place 3 points and a third place finish 1 point. Relays are scored as 7 points for the winner and 0 points for the loser.

Order of Events		
Name of Event	Event Nos.	Age Group
Medley Relay	1 – 10	Starts with 8 & Under boys and continues through 18 & Under girls (Medley relay order is Backstroke, Breaststroke, Butterfly, and Freestyle)
Individual Freestyle	11-20	Starts with 8 & Under boys and continues through 18 & Under girls
Individual Backstroke	21-30	Starts with 8 & Under boys and continues through 18 & Under girls
Individual Breaststroke	31-40	Starts with 8 & Under boys and continues through 18 & Under girls
Individual Butterfly	41-50	Starts with 8 & Under boys and continues through 18 & Under girls
Individual Medley (IM)	50-56	Starts with 12 & Under boys and continues through 18 & Under girls
Freestyle Relay	57-66	Starts with 8 & Under boys and continues through 18 & Under girls

SWIMMERS RESPONSIBILITIES

- 1) Attend assigned practices on a regular basis.
- 2) Arrive at all practice sessions and meets on time.
- 3) Record your event numbers from the heat sheets that are posted.
- 4) Practice and support good sportsmanship and teamwork.
- 5) Respect other swimmers, parents, coaches and meet officials.
- 6) Be a team player. Cheer for your teammates, compliment others on their achievements, encourage others who are down, support the newer or younger swimmers.
- 7) Swim your personal best. Set goals and strive to achieve them.
- 8) Have fun!

MEET PROCEDURES AND PREPARATION

ARRIVAL TIME AND ATTENDANCE

- ✓ Bring your swimmer to the pool at least **30 minutes** before the **5:45** warm-up time to put their things down, get their caps on, and prepare for warm ups to begin
- ✓ Meets begin promptly at **6:15 pm** and end between 9:30 pm and 10:00 pm
- ✓ The host team warms up before the visiting team
- ✓ The coaches make any substitutions necessary during warm ups. If your swimmer is late, the coaches might think they are absent and substitute another swimmer in their place
- ✓ If a swimmer becomes ill prior to a meet, the coach must be notified before the meet so that the lineup changes may be made. If a swimmer feels ill at the meet, they should talk to the coach immediately

HEAT SHEETS

The event(s) that your swimmer(s) has been placed in are recorded on the heat sheets. These are posted in the team area. Make sure that you view them so that you know what events your swimmer(s) is swimming.

AFTER THE MEET

Even if your child has completed all of their events, they are encouraged to stay with the team and cheer on the remaining swimmers until the last event has been completed. However, if you do need to leave early, please notify one of the coaches before departure.

- ✓ Pool is returned to usual condition
- ✓ Snacks are provided to each swimmer
- ✓ Coaches hold short team spirit meeting
- ✓ Check to make sure your swimmer has all their belongings

RECOGNITION

Swimmers receive recognition for fast swims and hard work through ribbons. Additionally, all swimmers receive a ribbon for participation during the season.

- Ribbons are awarded for 1st through 3rd place finishes at all meets. Ribbons are not awarded to the second place team in the relay events or to swimmers who disqualify in the event. Ribbons can be obtained in your family folder within a few days of each meet.
- Gator awards – At some meets, the coaches will award a “Gator” award to swimmers who have shown extraordinary accomplishments/sportsmanship during the meet.

TEAM RECORDS

Swim team and pool records are kept on file and any records that are broken during the meet are announced.

INCLEMENT WEATHER

The coaches and board members will make the final judgment on the postponement or cancellation of a scheduled meet due to inclement weather. Such decisions shall be communicated as soon as possible. As information becomes available, every attempt will be made to notify each family.

CHAPTER 5: SWIMMING-RELATED EVENTS

CLINICS

For swimmers:

A Stroke and Turn clinic for swimmers is typically held at the Perkiomen Valley High School each year from April to May. This is a great way to gain endurance and prepare for the upcoming summer swim season. View the PV Aquatics website for information on clinics (www.pvaquatic.com).

For officials:

Information on the Stroke and Turn clinic for officials will be forthcoming.

INVITATIONALS

The following Invitational has been scheduled for the 2011 season:

July 9 – North End Swimming Club – “Swim Your Own Age” Invitational (see bulletin board for sign up information)

Swimmers swim against their own age group only. For example, a swimmer who is 9 years old and normally swims against “10 and unders” will only swim against other 9-year olds. This is a great way for your swimmer(s) to earn ribbons in a “down” year. Information will be posted on the bulletin board regarding sign-ups and meet time. Note: You must be 12 years or younger to participate in this event.

CHAMPIONSHIPS

The Championship meets are the culmination of the season. All athletes in the Tri-County League are eligible to compete. All Seniors compete in the Senior Championships. Whether or not your swimmer participates in the “A” Championship Meet or the “B” Championship Meet is dependent upon their swim times. Swimmers will be notified toward the end of the season as to which championship they will be participating in.

Swimmers must swim in **three** meets in order to be eligible to swim in the Championship meet.

TEAM PARTY

We cap off the season with a Swim Team Party. This is a PotLuck dinner held at the pool in the evening. This year, our team party will be held on **Sunday, July 17th at 5:00 pm.**

CHAPTER 6: DIRECTIONS TO OUR OPPONENTS

All of our opponents are located within 20 miles of our swim club. Many of you may have other preferred directions (shortcuts, etc.). Alternate directions can also be found on www.mapquest.com.

HILLSIDE SWIM CLUB

1495 Farmington Avenue, Pottstown, 610-326-7723

Route 422 West for 9 miles to Route 100 North

Route 100 North for 3 miles to right on Moyer Road

Continue .5 miles to swim club on right

LAURELWOOD SWIM CLUB

Union Avenue, Pottstown, 610-327-3637

Route 422 West for 9 miles to Route 100 South

Route 100 South to first exit – Route 724

Right at second traffic light – Laurelwood Rd

Left on Union Avenue

Swim club straight ahead

NORTH END SWIMMING CLUB

North Adams Street, Pottstown, 610-323-2773

Ridge Pike through Limerick and Sanatoga

Pass Pottstown Hospital on Left

Right at light onto Beech Street

Bear right onto Jackson Street passing Brookside Country Club

Right at light onto Adams St

North End Swim Club on left

PHOENIXVILLE YMCA (BAKER PARK)

400 E. Pothouse Road, Phoenixville, 610-933-5861

Route 29 South through Phoenixville

Cross Route 23 (Nutt Rd)

Pass Phoenixville Middle and High Schools on right

Left at light onto Pothouse Rd

Swim club on right

SKIPPACK SWIM CLUB

Cressman Rd., Skippack, 610-489-2499

Route 113 North

Cross Route 29

Left onto Cressman Rd

1 mile to swim club on right

UPPER PERKIOMEN YMCA

2nd Street, Pennsburg, 215-679-8003

Route 29 through Schwenksville, Red Hill, and Pennsburg

Cross Route 663

Right onto 2nd Street

Swim club three blocks straight ahead

CHAPTER 7: QUICK REFERENCE

Dates to Remember		
When	Where	What
May 31, 7:00 pm	Nine Oaks	Parents Meeting
May 31 – 17 (4:30 - 11 & Up, 5:30 – 10 and Under)	Nine Oaks	Swim Practice
June 20 – end of season (8:00 – High School, 9:00 – 11 and Up, 10:00 – 10 and Under)	Nine Oaks	Swim Practice
June 28, 5:15 pm	Laurelwood	Swim Meet
June 30, 4:00 pm	Nine Oaks	Team Picture – Swim Meet – Upper Perk
July 5, 5:15 pm	Baker Park	Swim Meet
July 7, 5:15 pm	Nine Oaks	Swim Meet - North End
July 9, 7:00 am	North End	“Swim Your Own Age” Invitational
July 12, 5:15 pm	Nine Oaks	Swim Meet –Hillside
July 14 5:15 pm	Skippack	Swim Meet
July 17, 5:30 pm	Nine Oaks	Swim Team Party
July 18, 3:00 pm	Baker Park	“A” Championships (8’s and 10’s, and 12’s)
July 19, 3:00 pm	Laurelwood	14’s and Seniors Championships
July 20, 3:00 pm	Hillside	“B” Championships (8’s and 10’s, and 12’s)