**WOOD-DALE SWIM TEAM – PARENT HANDBOOK**

**3409 NORFOLK STREET**

**HOPEWELL, VIRGINIA**

**(804)-458-6376**

|  |  |
| --- | --- |
| Position | NAME |
| Head Coach | Natalie Zoldork |
| Asst Coach | Lizzie Davis |
| Asst Coach | Bliss Hays |
| Asst Coach | Kaydence Jarrett-Peace |
| Asst Coach | Alex Springfield |
| Asst Coach | Zach Brown |

|  |  |
| --- | --- |
| Position | NAME |
| Volunteer Coordinator  Officials admin | Kayla Cloninger |
| Volunteer Coordinator | Emily Wilson |
| Team Admin | Tighe Johnson |
| League Rep | Jordan Jarrett |
| League Rep | Julie Stoke |
| Treasurer | Jamie Strosnider |
| Team Suits | Mary Anne  804-754-3402 |

**Team email:** wooddaleswimteam@gmail.com

**Facebook page:** Wood Dale Swim Team

**Head Coach:** [n.zoldork@gmail.com](mailto:n.zoldork@gmail.com) or 804-691-6714

**REGISTRATION AND FEES**

A registration form needs to be filled out and turned in with the team fees **before** a swimmer can compete in their first meet. All returned checks will have a **$50.00** fee.

The 2024 Annual Team Fees are as follows:

|  |  |  |
| --- | --- | --- |
| First Swimmer | $125 | $150 Team Only |
| Second Swimmer | $90 | $100 Team Only |
| Third Swimmer | $75 | $80 Team Only |
| Fourth Swimmer | $30 | $30 |
| Swimmer 15+ | $75 | $100 |
| Employee | $40 | t-shirt/cap extra |

**SWIM TEAM EXPENSES**

The cost to run the swim team runs around $15,000 - $17,000 a year. As part of the Southside Swim league, we pay yearly swimmer assessment fees, meet manager upgrades and fees towards our yearly champs. We also cover coaching salaries, end of year awards, meet supplies and concessions and general upkeep of team equipment. Money also goes back to the Swim Club on a yearly basis to help offset our use of the pool and venue.

**GENERAL INFORMATION:**

**Meet Schedule:**  May 29 Wood-Dale at Battlefield Park

June 6 SYC at Wood-Dale

June 13 Wood-Dale at Stoney Glen

June 20 Rivers Bend at Wood-Dale

June 27 Southbend at Wood-Dale (SENIOR NIGHT)

July 4 No Meets

July 11 Wood-Dale at Chester Rec Assoc

July 18 BYE week

July 26-27 Champs

**Meet Concessions** at home meets are a major fund-raiser for our team. We accept donations of various items to make the effort more profitable. We especially need cases of water, soda, chips and candy bars. Cash donations will also be accepted.

**Practice Times ~** Season will start May 13th. Between May 13 – 29 tentative practices are Monday – Friday at 6:00-7:00/7:00-8:00pm. Starting Monday June 3rd, there will be evening practices Monday – Wednesday and a Thursday morning practice from 10:00-11:0am. Meets are usually on Thursday and the team has off on Fridays.

**Team Pictures** date is TBA

**Championship Meet** on **July 26-27.**

**Awards Banquet** Sunday **July 28th Time TBA**

**MUST LET COACH KNOW IF UNABLE TO ATTEND CHAMPS.** Warm-up times will be announced **that week.** We need **all** swimmers to be at the Championships. Please make it a priority to attend! Swimmers ages 11 and above will be swimming Friday evening. Swimmers younger than 10 will be swimming on Saturday morning. Volunteers will be needed for BOTH DAYS

**COMMUNICATION OF INFORMATION:**

The following methods are used to distribute information to parents and swimmers:

* Dry erase board on outside front wall entering the pool.
* Bulletin board inside the breezeway entering the pool.
* Individual mail slots per family in **Team Mail Box**.
* E-mail correspondence and text messaging.
* Verbal Announcements to swimmers and parents.
* ***Pool Web site:*** [***www.wooddaleswimclub.com***](http://www.wooddaleswimclub.com/)

**PRACTICE POLICIES**

The following guidelines are to inform parents and swimmers of the team policies regarding practice. These policies are designed to provide the best possible practice environment for everyone.

1. All Wood-Dale Swim Club rules MUST be followed when on property.
2. Attend practice as regularly as possible. As a general rule, the least possible interruption in the training schedule will produce the greatest amount of success.
3. For the swimmers’ protection, they should arrive at the pool no earlier than 15 minutes prior to their workout time. They should also be picked up no later than 15 minutes after their practice is over. Swimmers should be ready to swim five minutes prior to the start of their practice.
4. During practice, the coaching staff is responsible for the swimmers. During that time the swimmers are never to leave the pool area without the coach’s permission.
5. The pool is closed during swim team practice. There are no lifeguards on duty during practice. Only swim team members will be allowed to use the pool during their practice session. Parents can leave their child unattended for their practice session only, but please do not leave your child unattended before or after their practice session. No swimming in the baby pool or swimming when not in practice.
6. The swimmers are to act as guests while at practice. Every member of the team needs to do everything possible to respect this privilege. Any damages to the pool property may result in financial liability of the swimmers’ parents. Any damage may also result in the swimmer being asked to leave the team permanently.
7. Parents are expected to observe practice from a distance. Please be considerate and keep conversations at a low volume level. Do not try to communicate with any swimmer or any coaches during practice. This is not only distracting to the swimmer, but can also be distracting to the entire team as well as the coach.
8. Practice may be held even in the rain. Practice will be canceled primarily for lightning or cold. If you aren’t sure if you should come, call the coach. Practice may be stopped for thunderstorms or for other unforeseen reasons. Be sure your swimmers know what procedures they need to follow: i.e., call you, ride with a friend, etc. A coach will stay until all children are gone.
9. **All swim team parents and swimmers are reminded to keep Wood-Dale clean.** Please leave the pool grounds in the same condition as when you arrive. Please pick up all of your trash and put all chairs back where they belong.

**PARENT DUTIES – MEET OFFICIALS AND VOLUNTEERS**

***\*\*\* Swim Meets require a massive amount of parent volunteer participation! \*\*\****

***\*\*\* Please read over this list and decide where you can help. \*\*\****

**Referee**- Chief official at the meet. Oversees the Strokes and Turns Judges as well as the Starter and Scoring. It is a very important position and requires training and experience with swimming. Usually a standing job. Provided by the home team.

**Starter**- Calls swimmers to blocks and starts each heat. Requires some training and experience. Provided by the home team.

**Strokes and Turns Judge**- Observes the swimmers in the water and watches for illegal strokes. It is at times "high stress" and takes a person with a good eye for swimming. Always in high demand, this job requires walking the edge/length of the pool during each event. Works home and away meets. Requires training and experience.

**Computer Operator**- Requires some training. Works both home and away meets. Must arrive early and stay late. Duties include setting up the meet, merging entries, printing reports and results, entering times, recording judge’s decisions and closing out the meet.

**Scan Judge**- Calls order of swimmers as they finish each race. The call of the two sets of Scan Judges is the official call unless the two sets of judges do not agree. Then the scorers go to the time cards. You work with one other person. Each team provides one pair of scan judges. You sit during your work time and work both home and away meets. Scan Judges risk being splashed as the swimmers enter the water and usually like to have extra towels or rain gear to keep dry.

**Announcer** - Calls each event and makes announcements. Requires a good, clear voice. Provided by the home team.

**Clerk of Course**- Much of the Clerk of Course work is done before or just after the meet begins. Working with members from the other team, the Clerk of Course puts timer sheets together for each event and heat.

**Lane Monitor:** This is someone who is responsible for getting the mites in the proper lane and heat during the 8 and under events only.

**Mite Mom/Dad**- Responsible for "organizing" 8 and under swimmers as their events are called. Mite parents will walk swimmers to line up and sit with groups under mite tent. Parents with young children are encouraged to be involved. Very demanding job at times. Works at home and away meets.

**Timer**- Uses stopwatch at start and finish of each race. Responsible for recording accurate time on event cards. Concentration is necessary. It's a fun way to interact with swimmers and visitors. Works both home and away meets. We use a total of 3 timers per lane. Each team provides half of timers. One parent of each swimmer will be expected / required to time unless volunteering for another duty.

**Staging:** Works to get the children in the correct order according to heat to go to the blocks.

**Scorer**- Collects event cards and scan cards from the runner and gets them in order for entry into the computer. Takes accuracy and attention to detail. In charge during home meets and assists at away meets. Runners are usually our life guards.

**Hospitality**: Serves beverages to workers at home meets.

**Concessions**: Organizes the collection and sale of drinks and snacks at home meets. This is a fund-raiser for the team. Supervises the snack area during meets and the clean up after meet.

**MAKE SPORTSMANSHIP A PRIORITY!**

**Swimmers:**

* Treat opponents with respect. Shake hands when appropriate.
* Respect judgment of meet officials, abide by rules of the meet and display no inappropriate behavior.
* Cooperate with officials, coaches and fellow swimmers at all meets.
* Accept seriously the responsibility and privilege of representing Wood-Dale Swim Team. Display positive behavior at all times.
* Remember to have fun, but not at the expense of others! Other teams are not the enemy. They are fellow competitors.

**Parents and Fans:**

Respect decisions made by swim officials and coaches. Be an exemplary role model by positively supporting the team in every manner possible, including content of cheers and signs.

Respect the fans, coaches and swimmers of all teams in the league.

**PARENTS/FANS ARE NOT ALLOWED TO CHEER FROM BEHIND THE BLOCKS. ONLY TIMERS, COACHES, AND SWIMMERS SWIMMING IN EVENT ARE ALLOWED BEHIND THE BLOCKS**

**Swim Officials:**

Accept the role in an unassuming manner. Over officiating is not acceptable.

Maintain confidence and poise.

Know rules thoroughly and abide by them.

Never exhibit emotions or argue with coaches or swimmers when enforcing rules.

**Coaches:**

Always set a good example for participants and fans to follow.

Instruct swimmers in proper sportsmanship responsibilities and make sportsmanship a priority.

Respect judgment of meet officials.

Treat opposing coaches, swimmers and fans with respect.

**Southside Swim League Board of Directors:**

Develop a swim league for teaching and promoting the ideals and fundamentals of good

sportsmanship.

Provide appropriate officials training for all teams.

Support teams in developing good sportsmanship.

Recognize exemplary behavior and actively discourage undesirable conduct of swimmers, coaches, and fans.

**SAFETY RULES**

**NO SMOKING IN THE POOL AREA DURING SWIM MEETS. NO ALCOHOLIC BEVERAGES.**

In the event of an accident at a swim meet. The host club Team Rep shall investigate the

accident as soon as possible and report his findings to the Southside Swim League asap.

The host club of a swim meet shall provide a **full-compliment first aid kit.**

There will be no diving during warm-ups. The swimmers will enter the pool at the deep end.

The coach conducting the warm-up may, if he/she wants, designate a portion of the warm-up

period for take-off. The swimmers may dive at this time provided they swim one way.

There will be no running at any time during the swim meet or warm-ups.

**Glass containers are prohibited at all swim meets.**

**Weather:**

If, during the course of a swim meet, inclement weather occurs, the Referee will suspend the

Swim meet and move all participants and spectators as far as possible from the pool area.

During threatening weather (thunder and lightning), all persons must stay off the pool deck.

If the swim meet is suspended due to the inclement weather, the Referee will wait 20 minutes

for no weather-related activity before allowing the meet to commence. If any delays accumulate

to one hour or more, the meet will be postponed and rescheduled to the **next available night.**

Coaches have the right to remove their respective teams from the pool for safety reasons.

At least one member of each team's coaching staff must be certified by the American Red Cross

In the areas of First Aid and CPR. It is recommended that the certified member of the coaching

staff be present at all swim practices of his/her club.

**BASIC STROKE RULES**

**Breaststroke**

The body shall be kept on the breast.

The arms shall move simultaneously and in the same horizontal plane without alternating movement.

The hands shall be pushed forward together from the breast (inside the shoulders).

The elbows shall be under the water, except for the last stroke at the finish.

The hands shall not be brought beyond the hipline, except during the first stroke after the start

And each turn.

The swimmer's head shall break the surface of the water at least once during each complete cycle.

A complete cycle is one arm stroke and one leg kick, in that order.

* The swimmer is permitted to perform one complete cycle under water at the start and after each turn.

At the start and at each turn, the head must break the surface of the water before the hands turn

inward at the widest part of the second stroke. Movements of the legs shall be simultaneous.

The feet must be turned outward during the propulsive part of the kick.

A scissors, flutter or downward butterfly kick is not permitted.

The touch shall be made with both hands simultaneously.

The shoulders must be past vertical toward the breast when the swimmer leaves the wall.

**Backstroke**

* The feet, including the toes shall be placed under the surface of the water.
* Standing in or on the gutter or curling the toes over the lip of the gutter is not permitted.

During a turn, some part of the swimmer must touch the wall.

During a turn, shoulders may be turned past the vertical toward the breast after which a

Continuous single arm pull or continuous simultaneous double arm pull may be used to initiate the turn.

During a turn, there shall be no kick or arm pull that is independent of the continuous turning action.

The swimmer must be on the back upon leaving the wall.

At the finish the swimmer must touch the wall on his back.

**Butterfly**

The swimmer is permitted one or more leg kicks.

Only one arm pull under water is permitted, which must bring the swimmer to the surface.

Both arms must be brought forward over the water and pulled back simultaneously.

Movements of the legs and feet must be simultaneous.

The position of the legs or feet shall not alternate in relation to each other.

A flutter, scissors or breast stroke kicking movement is not permitted.

The touch at the turn and finish shall be made with both hands simultaneously and the swimmer

Shall be on the breast.

The shoulders must be at or past vertical towards the breast when the swimmer leaves the wall.

The swimmer may be completely submerged for a distance or not more than 15 meters at the

start and at each turn.

**Individual Medley**

Intermediate turns within each stoke shall conform to the turn rules for that stroke.

* The turns when changing from one stroke to another shall conform to the finish rules for the stroke just completed.

Order of Strokes: Butterfly, Backstroke, Breaststroke, and Freestyle.

**General Disqualification Information**

Only the official within whose jurisdiction the infraction has been committed can make a

disqualification.

* Upon observing an infraction within his/her jurisdiction, the judge shall immediately raise one hand overhead with open palm. If the official does not do so, there shall be no disqualification. Exception: Relay takeoffs using dual confirmation.
* A swimmer must start and finish in the same lane.
* During a freestyle race a swimmer may stand on the bottom of the pool, however the swimmer must not walk or spring from the bottom.
* Standing on the bottom during any other stoke shall result in disqualification.
* Grasping lane dividers to assist forward motion is not permitted.

***It is very important for parents to understand the basic stroke rules. The details and technicalities will be cause for disqualification of our swimmers. If you know the rules, then you will understand the calls of the officials. If you will not take time to learn the rules, then do not complain or argue a call made by a volunteer official doing their best to help.***

**BEFORE THE MEET**

**IT IS EACH SWIMMER’S RESPONSIBILITY TO LET THE COACH KNOW IF HE/SHE WILL MISS A MEET.** Please be sure to go to the website off the blocks and mark for each week whether you will be attending or missing a meet. The coaches need to plan and prepare for each meet. An event card will be prepared for you and the heats set up accordingly. If a swimmer does not show up when his/her scheduled event and heat are announced, a delay may result while lanes and heats are adjusted. This unnecessarily adds to the length of the meet which usually runs several hours even when all goes smoothly.

**PREPARATION ON DAY OF MEET**

On the day of the meet, stay out of the sun as much as possible. Do not spend the day playing

in the pool. Rest. Take a nap. Evening meets may last until around 11:00pm. Eat high

carbohydrates a couple of hours before the meet. Pasta and fruit are good choices. Avoid

milk and carbonated drinks. Go easy on the sweets. You will need to take your own folding

chairs to home and away meets. You may pack snacks and drinks, **no glass allowed.**

**Swimmers must wear team logo swim caps.** Swim caps keep hair out of the eyes and help

to cut drag in the water. Goggles are recommended but optional. Be sure they fit snugly and

are properly broken in before the meet.

Take plenty of towels.

Pack sweats (tops and bottoms) since it can get quite chilly for swimmers as the evening wears

on. Wear shoes when not swimming.

Avoid confusion. Label all belongings.

Also remember that the pool decks will be wet and your clothes, towels and snacks will get wet

unless protected by totes or containers.

**ARRIVAL AT MEET**

1. Arrive at the pool not later than 30 minutes before the scheduled warm-up time begins. This time is noted on the meet schedule in this handbook.
2. Upon arrival, find a place to put your blankets, swim bags, chairs, coolers, etc. The team usually sits in one place together so look for some familiar faces.
3. **Check in with the coach and find the meet entry sheets to see which events you will be swimming. Write each event-number on your swimmer's hand in ink. This helps the swimmer remember what events he/she is swimming and what event number to listen for.**
4. Your swimmer now gets ready with cap and goggles and waits for warm-up instructions. It is very important for all swimmers to warm-up with the team. Swimmer’s bodies are just like cars on a cold day-he/she needs to get the engine going and warmed-up before he/she can go all out.
5. After warming-up, your swimmer will go back to the area where his/her towels are and sit there until their first event is called. This is a good time to make sure he/she goes to the bathroom, if necessary, gets a drink, or just gets settled in.
6. The meet will usually start about 10-15 minutes after warm-ups are over.

**DURING THE MEET**

It is important for each swimmer to know what event numbers he/she is swimming (again, why

they should have the numbers on their hand). He/she may swim right away after warm-up or

they may have to wait awhile.

A swimmer's event number will be called, usually over the loudspeaker, and he/she will be

asked to report to the “Staging Area”. Swimmers should report with his/her cap and goggles.

The people running the 'Staging Area" will get the swimmers in the lanes and heat order.

***Swimmers age 8 and under (Mites). All Mites shall report to the Mite***

***Swim location where the Mite Mom assigned will help to make***

***sure they get to the correct lane.***

**For swimmers age 9 and over, the lane and heat sheets will be posted in a**

**location for team to view to be determined by the coaches at the time of the meet**

**and they are then responsible to be in the correct lane on their own after reporting to staging at the appropriate time.**

The swimmer swims their race.

After each swim:

He/she is to ask the timers (people behind the blocks at each lane) his/her time.

He/she should go immediately to their coach. The coach will ask him/her their time and discuss the swim with each swimmer.

Generally, the coach follows these guidelines when discussing swims:

a. Positive comments or praise

b. Suggestions for improvement

c. Positive comments

Things you, as a parent, can do after each swim:

Tell him/her how great they did! The coaching staff will be sure to discuss stroke technique with them.

You need to tell him/her how proud you are and what a great job he/she did.

Take him/her back to the team area and relax.

This is another good time to check out the bathrooms, get a drink or something light to eat.

**No swimmer is to miss an event without seeing the coach first.** **If a swimmer becomes ill during a meet, see the coach. If for any reason a swimmer must leave before the meet is over, see the coach first**. This is important. Even if a swimmer has finished his/her scheduled events(s), we need to know when he/she leaves the event.

When a swimmer has completed all of his/her events he/she and their parents can go home if they are not on clean up duty.

**AFTER THE MEET**

***All parents and swimmers are asked to clean up and prepare the pool for the next day.***

***Parents with their last name beginning with the following letters are***

***scheduled for clean up of the 3 home meets:***

**A-I will work the first home meet,**

**J-R works the second home meet, and**

**S–Z will work the third home meet.**

**Many hands do make light work, so please plan on helping with cleanup after the meet. Thanks.**

**SCORING / RIBBONS / AWARDS**

Dual meets will be scored based on the total points accumulated by each team from each of the tiers and the relays.

The top three finishers in each tier receive points as follows:

* + - Gold 1st 11 2nd 6 3rd 4
    - Blue 1st 9 2nd 5 3rd 3
    - Red 1st 7 2nd 4 3rd 2
    - White 1st 5 2nd 3 3rd 1

The top three relay teams are awarded points as follows:

1st 27 points 2nd 15 points 3rd 9 points

Individual events **can** be swept by one team. Relay events **cannot** be swept by one team.

While swimmers in the 15-18 age group will swim events together and will be seeded in heats together, the events for scoring purposes will be broken down into two age groups, 15-16 and 17-18. Points will be awarded in each age group as currently established among the gold, blue, red, and white tiers, using the time standards currently established for the 15-18 age group.

**Championship Scoring:** The Championship Meet will be scored based on points awarded for each tier of each individual event, (gold, blue, red, and white) and each relay event. Individual events will be scored through 6th place and relay events will be scored through 8th place.

Place Gold Blue Red White Relays

1st 16 13 10 7 39

2nd 12 10 8 5 30

3rd 9 8 7 4 24

4th 7 6 5 3 18

5th 5 4 3 2 12

6th 4 3 2 1 9

7th 6

8th 3

Championship Awards: For all 11 and older events, medals will be awarded for 1st through 3rd place and ribbons for 4th through 8th place. For all 10 and under events, medals will be awarded for 1st through 3rd place and ribbons 4th through 16th place.

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disqualification.

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A swimmer must start and finish in the same lane.

* During a freestyle race a swimmer may stand on the bottom of the pool, however the swimmer must not walk or spring from the bottom.
* Standing on the bottom during any other stoke shall result in disqualification.
* Grasping lane dividers to assist forward motion is not permitted.

***It is very important for parents to understand the basic stroke rules. The details and technicalities will be cause for disqualification of our swimmers. If you know the rules, then you will understand the calls of the officials. If you will not take time to learn the rules, then do not complain or argue a call made by a volunteer official doing their best to help.***

**DIRECTIONS TO SOUTHSIDE LEAGUE POOLS**

**Battlefield Park Swim Club (BPSC) -** Battlefield Park (732-9493) Take Route 36 West through Hopewell past Fort Lee to Petersburg. Turn left at the Crater Road light. Follow Crater Road until the second traffic light after the 1-95 interchange (South Blvd.). Turn right on South and follow about 1.1 miles until you reach the second traffic light (Johnson Road). Turn left onto Johnson and go 0.7 miles to Homestead Road. Petersburg High School will be on your left. Turn left onto Homestead. Battlefield Park pool entrance is a short way on the left.

**Rivers Bend (RB)** (530-0189) – Take Route 10 west from Hopewell and turn right on Rivers Bend Blvd. (at the Food Lion shopping center). Go straight about 0.6 miles to a left turn onto Rivers Bank Blvd. (entrance with white gates). Go straight a short distance to the end of the road. You will see the pool and parking on the right.

**Swim & Yacht Club (SYC)** (526-9756) **–** Take Temple Avenue from Hopewell to Colonial Heights. Go past Southpark Mall and take a right on Conduit Road. Go through the second light at Ellerslie. Pass CH Public Library on the right. Continue on Conduit past the high school on the left. Take a right on Pleasant Dale (just before Wesley Church). Follow Pleasant Dale to Duke of Gloucester and you will see the pool entrance.

**South Bend (SB)** 701-Greyledge Blvd Chester, VA (804)-530-1119. From Hopewell Route 10 West. Turn left onto Bermuda Orchard Lane. Turn right onto Greyledge Blvd.

**Stoney Glen (SG)** – (720-2778)Take Temple Avenue from Hopewell to Colonial Heights. Go past Southpark Mall and take a right on Conduit Road. Come to the first light and take a left onto Ellerslie. Take Ellerslie to the Boulevard. Make a right on the Boulevard. Go about 1 mile to the second light and take a left onto Harrowgate Road. Follow Harrowgate Road 3.2 miles. You will see the entrance to Stoney Glen on the left. Take a left on Stoney Creek Parkway. Follow this road about 0.7 miles and you will see the pool on the right.