

**2018 COLONY CUDAS
SWIM TEAM HANDBOOK**



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PRACTICE

The purpose of practice is to build endurance, improve stroke technique, and learn competitive strategies. Practices will be held every weekday afternoon from the day after Memorial Day through the last day of school. Morning practices will begin the day after school gets out for the summer. See team calendar for exact dates, practice groups and times. Any changes will be posted on the team bulletin board at the pool and communicated via email.

SWIMMER GUIDELINES

1. For safety reasons, swimmers **must** be able to swim the length of the pool in a reasonable amount of time, using a competitive stroke of choice.
2. Attend practices, be on time and help with set-up and/or clean-up when asked.
3. Swimmers who refuse to participate in practice must leave the pool premises, so as not to disrupt practice. (See Code of Conduct)
4. Exhibit good behavior and cooperation at practices so as to gain maximum benefit of available time.
5. Seek additional help with stroke and competitive techniques when necessary.
6. Attend practice the day of a meet in order to be eligible to swim in that meet, unless otherwise excused.
7. USA or other club swimmers are expected to attend their club's daily practices and Colony practice the day of a meet.
8. If a swimmer is assigned to swim in a meet and does not show up, he/she may not be allowed to swim in the next meet (at the coach's discretion).
9. Read, Sign and Abide by the Colony Cudas Code of Conduct, show team spirit, and good sportsmanship at all meets.

PARENT GUIDELINES

1. Complete and sign the registration & medical release/Code of Conduct/Photo Permission forms.
2. Have swimmer arrive at practice and meets on time.
3. Inform the Head Coach, **IN WRITING**, as far in advance as possible, of any practices or meets your swimmer will be unable to attend.
4. Do not approach coaches during practice or swim meets. Coaches need maximum interface with swimmers during these times. Please wait until after practice or email the coaching staff if you have any questions about your swimmer's progress. Any coaching concerns should be brought to the Swim Team Coordinator or GPSA Representative.
5. Learn as much as you can about competitive swimming so you can better realize and support the coaches' responsibilities and decisions.
6. Attend a Parents/Officials Swim Clinic (more information on page 8)
7. Address constructive criticisms and/or concerns to the Swim Team Coordinator or GPSA Representative.
8. Support the Booster Board and team. Volunteer!! Each family is required to work the Blue/White Meet as well as 3 additional meets. (See page 6)

MEETS

Colony Cudas is part of GPSA Swimming League - Red Division. Our schedule consists of six league meets, our Blue/White intra-squad meet and any additional "Friendship Meets" that we can schedule. League meets are those set up by the GPSA (appendix A). These meets determine our standing with the league. Friendship meets are designed to provide additional experience in a competitive setting. Weekday meets begin at 6 p.m. Swimmer should arrive at 4:30 p.m. for HOME meets and 5:15 p.m. for AWAY meets in order to have time for warm-ups.

Primary correspondence and notification about the meets will be posted on the team bulletin board at the pool and via email. www.gpsaswimming.org

WHO SWIMS IN A MEET?

Due to the size of our team, we are sometimes unable to swim every swimmer in every meet. Please remember that the coaches do their best to allow everyone a chance to swim. The coaches consider the following when creating the line-up:

- ❖ Participation in practice
- ❖ Who is available to swim
- ❖ Stroke times
- ❖ A swimmer may only compete in three individual events and one relay per meet (per GPSA rules)
- ❖ All Pool and Team Financial Obligations have been met

What are Exhibition Lanes? These are the two outside lanes in a six-lane pool, with each team using one. The coaches are free to use it at their own discretion. No points are earned toward the score, but the times are applicable to the City Championship Meet. The coaches will make good use of this lane during the season. Note that all pools do not have six lanes. As a result, there will be additional heats of events to swim exhibition swimmers.

ILLNESS / VACATION

It is important that the Head Coach is notified promptly if a swimmer is unable to swim in a meet due to illness / vacation. This gives her time to make the necessary changes in the line-up.

Remember to notify the coach in writing if you know in advance that your swimmer will be unable to swim in a meet for any reason.

TRANSPORTATION

Parents are responsible to see that their swimmer(s) has transportation to and from practices and all meets. This is not the coaches' responsibility! Parents are encouraged to stay and support the team!

CITY CHAMPIONSHIP MEET

The GPSA City Championship Meet will be held Saturday, August 4, 2018. Only those swimmers who meet posted GPSA-qualifying times will be eligible to participate. The coaches urge swimmers to use these as their goals.

More information on these meets will be posted later in the season.

TEAM PICTURES

Individual and team pictures will be taken prior to the Blue / White Meet on June 14, 2018. Please wear your Colony Cudas team suit!

FUNDRAISING

Team fundraising is vital to meeting expenses outside of what registration covers. Other fundraising campaigns may be held during the course of the season.

- Swim-a-thon - Participation or buyout required
- Mid-season fundraiser TBD - participation or buyout required
- Volunteer at Community Knights Bingo - a year-round pool and team fundraiser
- Tuesday Float Nights - Please donate 2 ice cream toppings per family

VOLUNTEER REQUIREMENTS

Each family is required to volunteer for one Float Night. Float nights will be held on Tuesday nights, starting June 19, 2018 at the pool from 6 p.m. - 8 p.m. Members & guests are allowed to bring float apparatus those nights and the swim team sells ice cream sundaes for \$1 each. Additionally, each family is asked to donate (1) ice cream topping per swimmer for these events. Donations can be dropped off at the Blue/White Meet.

Swim meets cannot be held unless the required number of volunteers is on hand. Each family is required to volunteer for four meets (the Blue / White Intra-squad Meet plus three additional meets). Please see the Descriptions of Meet Volunteer Positions/Duties below.

Descriptions of Meet Volunteer Positions/Duties:

- **GPSA Representative** (at least one per team): Pool's representative to the summer league, the Greater Peninsula Swimming Association (GPSA). The **ONLY** person designated to approach a referee in regard to a question relative to a ruling by a meet official.
- **Referee** (one per home meet): Conducts and manages the meet. Makes the final determination in regard to eligibility and finish of swimmers, interpretations of rules, and conduct of the meet. *Requires attendance at Officials' Clinic.
- **Starter** (one per home meet): Prepares and starts each event, and works closely with the referee to insure a fair and smooth running meet. *Requires attendance at Officials' Clinic.
- **Stroke & Turn Judge** (minimum of two per team per meet): Responsible for insuring that the swimmers are swimming the respective strokes correctly as specified in the USA Swimming Rules. Also responsible for insuring that turns and finishes are completed in conformance with the rules. Makes written report of disqualification of swimmers who do not comply with rules, and explains the violation(s) to the referee. *Requires attendance at Officials' Clinic.
- **Sweeps Judge** (one per team per meet): Observes and records order of finish of competing swimmers in each event. Receives lane slips at the completion of each race and marks placement on slips and hands to Referee for review.
- **Head Timer or Back Up Timer** (one per home meet): Insures that each swimming lane has a timer to determine the time a swimmer uses in each event of the meet. Maintains TWO stopwatches as back-ups in the event of a watch malfunction or other issue in a swim lane.
- **Timers / Writers** (six per each meet; twelve for Blue/White meet): Timer uses stopwatch to determine the time a swimmer in a particular lane uses to complete an event. The timer starts the watch when they see the flash from the starting system (or the sound if another system is used) and stops the watch when any part of the swimmer touches the wall. The writer works beside the timer and records the time for that swimmer on the lane slip. Neither the timer nor the writer makes decisions on legal strokes/turns/finishes. The timer times and the writer writes the times down. The timer calls for a back up (Head Timer) if their watch fails during the event.
- **Runner** (two per home meet): Picks up the lane slips after the completion of each race and delivers to the Sweeps Judges for final placement. Carries slips from Referee's table to Score Table for use in determining scores given each swimmer and team for that particular event.

- **Scorekeeper** (one per team per meet): Completes roster of swimmers for each event with information supplied by coaches. Assigns points to swimmers/team for each event based upon order placement by Sweeps Judges and/or Referee.
- **“Lil Swimmer” Wrangler** (two per meet): This position is not in the GPSA rules, but is absolutely essential! Helps distribute lane slips to younger swimmers as needed and help line up the swimmers in the correct order/lane prior to each event. This leaves the coaches free to coach - watch the swimmers, and provide them with instruction and feedback following their swim, when it is most helpful to the swimmer.
- **Data entry** (one per home meet): This position is not in the GPSA rules, but is very helpful to the Coach/GPSA Rep! As our pool is not a true “metered” pool, we have a conversion calculation to make to ensure all times are “meter” times. The conversion calculation formula is pre-programmed into a computer - this person simply enters the swimmers’ times in the appropriate space on the computer.

PARENTS / OFFICIALS SWIM CLINICS

Two clinics have been scheduled to provide parents with basic fundamentals of competitive swimming so that they may be prepared to assist with officiating at the swim meets. In addition to the Referee and Starter, responsibilities for Stroke and Turn Judges and Scorers are discussed. At least 17 officials are needed to conduct a home meet.

We encourage our parents to take part in one of the clinics as we are always in need of officials.

Please attend one of these:

(1) Training for Officials (Referee, Starter, and S&T) June 6, 2018, 6:30 pm at James River Country Club

(2) Training for Officials (S & T Only) June 11, 2018, 6:30 pm at Poquoson

Please check gpsaswimming.org for updates on training sessions.

SWIMMERS' AWARDS

Meet Ribbons

Ribbons are awarded for each swimmer who participates in an event. Ribbon colors are as follows:

1st Place - Blue

2nd Place - Red

3rd Place - White

4th Place - Yellow

Participation - Rainbow (or other) for those who swim in an exhibition lane or an exhibition heat

Participation Awards

Given to each swimmer who is available to participate in at least three meets during the summer. This includes any regular meets as well as practice meets, but does not include the Blue / White meet, Mini Meet or the City Championship meet. High Point winner recognition will also be given to both the boys and girls in each age category. Participation or buyout in the fundraising campaigns is required.

Coaches' Award

This special award is given to the swimmer who exemplifies the following during the season: Contribution to the team, Sportsmanship, Team spirit, Cooperation, Determination, and Attendance.

TEAM SWIM SUIT

The team suit is the Speedo Endurance in Navy with our team name embroidered in white. Male suits are available in both jammer and racing brief styles. Suits can be purchased from Swim & Sport Shop, located at 13641-B Warwick Blvd, Newport News, VA 23602. Phone: 757-874-7946 Hours: M-F 930 am-6 pm, Sat 930 am-1 pm. **Please order your suit by May 11, 2018** to allow for embroidery time. Team pictures will be taken in June 14, 2018 and we want your swimmer in their team suit!

Frequently Asked Questions (FAQ)

What is GPSA?

The GPSA is the Greater Peninsula Swimming Association. There are four divisions within the GPSA - red, white, blue, and yellow. We currently swim in the Red division. At the City Championship Meet, we compete against all of the swimmers in the GPSA that have qualified for the events. www.gpsaswimming.org

How many practices to I have to attend each week?

If the coaches feel that a swimmer has not been at enough practices and they have not been attending a year round practice, then they may not be eligible to swim in a meet. Please make every effort to attend every practice and let your coaches know if you will be missing any practices and why!

What do I bring to practice?

Be dressed in your swimsuit and bring your cap, goggles, towel, and a bottle of water.

When am I supposed to arrive at a meet?

For home meets, arrive by 4:30 p.m. and by 5:15 p.m. at away pools. Directions for away meets are included in this packet. Weekday meets begin at 6 p.m. The Mini Meet and City Championship Meet are on Saturdays and begin early in the morning.

What are "A" meets and "Friendship" meets?

"A" meets are used to determine a place finish within the Red division of the GPSA. The fastest swimmers will swim for points so that the team can win the meet. However, there are exhibition heats at every "A" meet so that every team member has a chance to swim. "Friendship" meets give less experienced swimmers a chance to compete with others at their level and win place ribbons. All times at any meet can be used to qualify for the City Championship Meet at the end of the season.

What do I wear to a meet?

We have a team swimsuit and cap that you will wear for meets. Swimmers are encouraged to "save" the team suit and purchase an alternative practice suit or jammer. Board shorts, regular swim shorts and girls' two pieces are not recommended - they tend to fall off when diving!

What about the caps?

Each female swimmer (and any male swimmer who requests one) will be issued one team cap at the beginning of the season. Replacement caps will be available at a cost of \$5.

How do I know if a practice or meet is cancelled?

Check the team bulletin board at the pool, Colony Cudas Swim Team Facebook page as well as your email!

What do we use the registration and fundraiser money for?

Each year we raise funds for coaches' salaries, buy new equipment, and support the general management of the team. We also try to provide some type of spirit wear at the beginning of the season to each swimmer as well as a gift at the team banquet.

When can parents talk to the coaches?

Anytime except when the coaches are on the deck leading practice or during a meet. The coaches need to have their full attention on the swimmers. Catch them before or after practice or email them your questions or concerns.

How is information communicated to the parents?

Email! Email! Email! We rely heavily on email communications so please make sure we have a valid email address on file for you. If you have a situation where both parents need to be notified separately, that's not a problem - just provide both email addresses!

Check the team bulletin board at the pool. Updates and other information will be posted here regularly.

We're also on Facebook! Search Colony Cudas Swim Team and join us. Updates and information are posted here as well.

Who do I ask if I have questions?

Contact the Swim Team Coach, one of our Swim Team Board Members, or our GPSA Representative at the phone #'s / email address listed below. Do not hesitate to ask questions! Other families who are veteran swim team families are also a great resource!

colonycudas@gmail.com

Colony Cudas Swim Team - Facebook page

Swim Coach	Jodi Clark	757-876-8400	coachjodiclark@gmail.com
GPSA Rep.	Sean Maloon	757-871-9361	irishflames@cox.net
President	Cheryl Wilson	757-218-5043	cheryl.wilson0004@gmail.com
Vice President	Kim Rodgers	757-869-9196	lweigh07@verizon.net
Treasurer	Vanessa Sczesny	757-218-2040	sczesnyeval@gmail.com
At Large	Chris Monteith	757-880-1872	
At Large	Cheryl Watson	757-812-3872	
At Large	Rachel Holland	317-409-3075	

APPENDIX A

GPSA 2018 Schedule

DATE	RED DIVISION		WHITE DIVISION		BLUE DIVISION	
	HOME	VISITOR	HOME	VISITOR	HOME	VISITOR
MONDAY JUNE 18						
THURSDAY JUNE 21	Windy Point Warwick Yacht James River	Marlbank Colony Glendale	George Wythe Willow Oaks Elizabeth Lakes	Kiln Creek Poquoson Running Man	Northampton Riverdale Beaconsdale	Mallory Wendwood Beechwood
MONDAY JUNE 25	Glendale Colony Marlbank	Windy Point James River Hidenwood	Willow Oaks Poquoson Kiln Creek	George Wythe Elizabeth Lakes Running Man	Mallory Wendwood Beechwood	Beaconsdale Northampton Riverdale
WEDNESDAY JUNE 27	James River	Warwick Yacht				
THURSDAY JUNE 28	Glendale Hidenwood	Colony Windy Point	Running Man Elizabeth Lakes Kiln Creek	George Wythe Willow Oaks Poquoson		
MONDAY JULY 9	Colony Warwick Yacht Marlbank	Windy Point Hidenwood Glendale	Elizabeth Lakes	Running Man	Mallory Riverdale Beaconsdale	Beechwood Northampton Wendwood
TUESDAY JULY 10	MEET MAKE-UP DATE					
THURSDAY JULY 12	Windy Point James River Glendale	Warwick Yacht Marlbank Hidenwood	George Wythe Running Man Elizabeth Lakes	Poquoson Willow Oaks Kiln Creek	Riverdale Northampton Beechwood	Mallory Beaconsdale Wendwood
MONDAY JULY 16	Colony Hidenwood Warwick Yacht	Marlbank James River Glendale	Poquoson George Wythe Willow Oaks	Running Man Elizabeth Lakes Kiln Creek		
THURSDAY JULY 19					Wendwood Northampton Beaconsdale	Mallory Beechwood Riverdale
MONDAY JULY 23	Hidenwood Windy Point Marlbank	Colony James River Warwick Yacht	Kiln Creek Poquoson Running Man	George Wythe Willow Oaks Elizabeth Lakes	Mallory Wendwood Beechwood	Northampton Riverdale Beaconsdale
THURSDAY JULY 26	MEET MAKE-UP DATE					
SATURDAY AUGUST 4	CITY MEET					