

Clinton Hills Dolphins Team Handbook

Welcome! The swim team at Clinton Hills is a great way for kids to be active, develop skills and make friends. The fun of summer club swimming can lead to year-round involvement in the sport, but for most, it's just a positive, healthy way to spend the summer. Parents also enjoy a lot of camaraderie, and you are essential to running the team!

If you are new to swimming, it can seem overwhelming at first, but you'll soon learn the ropes. This handbook provides much of the background you'll need, including an explanation of parent volunteer duties. Feel free to ask questions of the coaches and parent coordinators at any time.

Who Can Join

All club members age 6 to 18 are eligible for the swim team.

How to Sign Up

The team "Sign-up and Suit-up" occurs in May before the club opening. The date is announced in the Club invoice packet as well as on the website.

Registration materials are available on the website in April, for your completion. Swimville USA will be present selling the team suit. A coordinating Clinton Hills Dolphins swim cap is provided to each registered swimmer. The team offers a selection of spiritwear, and orders will be taken at the sign-up/suit-up.

Payment note: One check can be written to the club for team fees and spiritwear combined; cash is also accepted. Swimville requires a separate payment that may be cash, check or credit card.

Parents will be able to sign up for volunteer roles, and meet the coaches also take place at Suit Up.

Practice Times

Practice is held Monday through Friday in the mornings.

Ages 11 and up:	8:00 to 9:30 am
Ages 10 and under:	9:30 to 10:30 am

Swimmers are encouraged to attend as many practices as possible each week to develop skill and build endurance. Swimmers also are strongly urged to take swimming lessons until they pass Level 5 so that they are proficient in the strokes.

Participation and Schedules -- Keep Coaches Informed

The coaches ask that parents communicate early and often about their child's schedule and ability to participate in practices and meets. Many swimmers play other sports or attend day camps during the Clinton Hills season which affect how often they come to practice and what meets they swim in. The team can be very flexible, but the coaches need to know each swimmer's status when they're planning meet lineups.

Please email the head coach as soon as possible about your child's activities when they will require them to miss practices and/or meets. (Contact information provided at suit-up.) This allows the coaches to anticipate who will be present to swim or not and makes things run more smoothly for everyone.

This is extra important in regard to championships!!! Entries are due a week ahead of the meet, and there is a fee for each entry. If your child will not swim championships, email the head coach as soon as possible.

Meets

Our team is part of the Southern Ohio Swim League (SOSL). We compete in the "A" division with Milford, Mariemont, Coney, and Phillips. Meets are held on Tues. and/or Thurs. evenings, and they usually last about four hours. There are usually a total of five to six regular meets, including a relay meet for all league teams hosted by Mariemont Swim Club. Swimmers must participate in at least two regular meets in order to swim at championships.

Team parents fill many different jobs that make the meet happen (described later in this handbook) for both home and away meets.

Parents are expected to provide supervision for their children at all meets. The clerk of course volunteers assist the 8 & unders in getting to the start for their events as described later, but neither they nor the coaches are babysitters. The coaches need to focus on the meet itself, not supervise swimmers.

If you are unfamiliar with the order of events at a swim meet, refer to the last page of this handbook.

Home

Clinton Hills usually hosts 2-3 home meets each year. You are asked to provide a baked good (can be store-bought) or other item for sale at the concessions in addition to volunteering. Suggestions are cupcakes, brownies, rice krispie treats, individual portions of cut fruit or pasta salad.

Your child should arrive in enough time to be in the water at **5:30pm** for warm-ups. Parents should check-in with the volunteer coordinator if you are signed up for a job. The meet begins at 6:30.

The meet lineup will be posted on the wall between the rest rooms, so you and your child can record what events he/she is swimming. For quick reference, many people write the event, heat and lane numbers on the child's arm using a Sharpie marker. Heat sheets, which list all meet entries, are sold.

At the conclusion of the meet, swimmers are served hot dogs and chips at the concession stand.

Away

Arrive by 5:30 pm, in order to: 1) Locate the Clinton Hills team area; 2) Be prepared to enter the water at **6:00 pm** for warm ups. Directions to away meets are on the swim team page of the Clinton Hills website. Away meets begin at 6:30 pm also. The coaches will post the lineup near the team area for your reference and Sharpie tattooing. Check in with our volunteer coordinator if you are on duty that evening.

After the meet, all are invited to gather at a restaurant like LaRosa's or Skyline. A parent coordinator calls ahead and may collect money from participating families to place an advance order.

Equipment and Gear

Put your child's name on all belongings!! Especially team spiritwear!! Each day for practice, your child needs bathing suit, goggles and towel. A sweatshirt is also recommended, especially early in the season.

At meets, your child should wear the team suit, team cap, goggles (an extra pair is suggested in case of breakage). Bring two or three towels, T-shirt, sweatshirt, a change of clothes for restaurant outing after away meets.

Championships

The season concludes with a two-day championship meet. The first day is preliminaries, with 10 and unders competing in the morning session and 11 and ups in the afternoon. The top 12 finishers advance to compete in the finals on the second day, which is an afternoon session for all. This meet is held at an indoor pool, often at Milford High School. Clinton Hills parents are needed to volunteer at all sessions.

Social Events

Having fun is a major goal of the Dolphins, and several social events are planned throughout the season. Parent volunteers are also needed to organize these events:

- Bowling outing – On a weekday afternoon, at Madison Bowl in Oakley. Bowl two games. Pizza and soft drinks served. Arrange own transportation and meet there. Advance sign-up required; pay fee at arrival.
- Swim team overnight at the club – A much-loved tradition!! Typically held on a Friday night beginning at 8:00 pm and ending at 7 am. Organized games and activities throughout the night. Nine and unders depart after the belly flop contest (about midnight) unless a parent stays over. Advance sign-up required; turn in permission form and pay fee at entry.

- End of season banquet – Held at the Club on the Saturday evening after championships. Each family contributes a side dish or dessert and the team provides entrée, drinks and cake. Awards presentation follows. Cost included in team fee.

Parent Volunteer Jobs at Swim Meets

Parent participation is not only encouraged, it is absolutely necessary in order for competition to take place! Below is a list of the jobs at a meet that must be filled with a brief description of each. Training is provided for all who need it. Each family is asked to work at 3 meets, plus championships if your child swims.

For most jobs, there are two shifts, so you work for half the meet. The shift changes after the Individual Medley event. All of the following jobs are needed for home meets. At away meets, the jobs to fill are volunteer check-in, 8 & under helpers, official, ribbons, place judge, runner, timer.

The following roles require minimal training:

- Volunteer Check-in (1 or 2 per meet): Arrive early; make sure all volunteers are present for that evening; recruit subs as needed
- Clerk of Course/8 & Under Helpers (6 per meet): Gather and line up 8 & under swimmers for their individual events and relays; take to starting blocks when called
- Place Judge (2 per meet): At finish line, record which lanes come in first, second, third
- Timers (12-16 per meet): Attend meeting shortly before the meet begins to obtain stop watch and clipboard; record times of each race. Two “head timers” serve as backup in case someone’s watch does not start properly to record an accurate time
- Runners (2 per meet): Collect time records at the lanes and take them to scorers
- Ribbons (2 per meet): Attach identifying stickers with swimmer and race info to place winner ribbons and exhibition ribbons
- Concessions (6 per meet): Sell food and drink, staff grill

Specific training is needed for the following tasks and will be provided by the team:

- Officials: Judge starts, turns, finishes, stroke, relay exchanges; can be trained by Clinton Hills to perform these roles only for our home meets
- Starter: Uses megaphone and starter equipment to begin each race; may also serve as official
- Announcer: At microphone throughout meet to announce events
- Scorers/Hytek system: Learn operation of Hytek system of administering meets; enter results into the computer during the meet to generate score; print stickers for ribbons

Order of Events at Swim Meets

Events are swum in ascending order of age, with the girls swimming first in each age group, then the boys. There will be a number of heats within each.

Medley Relay: Four swimmers per race, each one swims a different stroke. Order of strokes is backstroke, breaststroke, butterfly, freestyle. 8 & unders swim one lap each; all others swim two laps each.

Short Freestyle: 10 & unders swim one lap; 11 and ups swim two laps

Backstroke: 10 & unders swim one lap; 11& 12s swim two laps; 14 & ups swim four laps

Individual Medley: Swum by 10 and ups only; one lap each of butterfly, backstroke, breaststroke, freestyle

Long Freestyle: 10 & unders swim two laps; 11 & ups swim four laps

Breaststroke: 10 & unders swim one lap; 11 & 12s swim two laps; 14 & ups swim four laps

Butterfly: 10 & unders swim one lap; 11 & ups swim two laps

Freestyle Relay: four swimmers per race; all of them do freestyle. 10 & unders swim one lap each; 11 & ups do two laps each.