

ADELPHI DOLPHINS SWIM TEAM HANDBOOK 2016

The success of the Adelphi Swim Team depends on the combined efforts of swimmers, coaches, parents and friends of swimming. We invite all eligible young swimmers at Adelphi to join the team and participate in the meets and events listed on the schedule. We need the active support of parents and friends to help make this an enjoyable and successful season.

Purpose of the Swim Team


The Adelphi Swim Team was organized to give school-aged children an opportunity to participate in competitive age-group swimming.

We will strive for every member to:

- Have an overall fun experience.
- Improve as a swimmer by gaining physical fitness and stroke technique and compete in dual meets to show this improvement.
- Learn about the value of effort, teamwork, sportsmanship, and sacrifice through competition in order to apply these values to other athletic pursuits and everyday life.

The main method of swim team communication is the Adelphi Swim Team Google group (adelphi-dolphins@googlegroups.com). This group includes e-mail addresses of all registered swim team families and is used to send important information and documents throughout the swim team season. Once your swim team registration is received your family will be subscribed to the Google group with the e-mail address(es) provided on the registration form. An application called "Team Snap" is another important team communication tool. Team Snap is best used as a mobile app that allows coaches to send time sensitive text messages and **requires swimmers to RSVP for meets**. The app is free and can be easily downloaded to your mobile device.

Please visit:

- Web: adelhipool.org/swimteam
- Email: adelphi-dolphins@googlegroups.com
- Facebook: [facebook.com/adelphidolphins](https://www.facebook.com/adelphidolphins)
- Team Schedule: adelhipool.org/swimteam/schedule
- TeamSnap: at the app  teamsNAF store

Swim Team information and announcements will be posted on the swim team bulletin board across from the front desk, as well as sent out via the Adelphi Swim

Team Google group and/or Team Snap. Day-to-day communication, such as practice cancellations for bad weather, will be emailed to the Google group and/or will be sent through Team Snap so please make sure to check these places for updated information.

The Prince-Mont Swim League

The Adelphi Swim Team participates in the Prince-Mont Swim League (PMSL), a summer league. All participating teams in the PMSL are grouped into divisions and each team participates in dual meets throughout the summer with other teams in its division, followed by a Division Championship Meet at which Adelphi selects two (2) swimmers in each age group for each event based on top times. Finally, the top swimmers in each event at the Divisional's Meet go on to compete at the All-Star Meet.

PMSL rules are described in the League Handbook, which is updated each summer. The Adelphi Swim team receives many copies of the League Handbook and it will be given to all families interested in receiving one. All persons participating or competing in the PMSL program are asked to comply at all times with the spirit and intent of these rules.

Additionally, PMSL stats and other details, including driving directions, meet results, etc. are also available on the Prince-Mont Swim League Web site at: <http://www.princemont.org>

For the upcoming season, Adelphi is in the highly competitive Division A. We will swim dual meets against: Takoma Park, Theresa Banks, Kingfish Swim Club, Whitehall Pool & Tennis, and Belair Bath & Tennis.

Swim Team Contacts

	<i>Phone</i>	<i>E-mail</i>
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Becky Widman (Team Manager) becky_widman@yahoo.com	240-354-5146	
Cathy Buffington (Team Manager) catherine.d.buffington@gmail.com	301-928-6617	
Naomi Chavez (PMSL League Rep/Officials) nchave@osa.org	301-445-1476	
Todd Betke (Alternate League Rep) todd.betke@gmail.com	240-372-6947	
Andrew Widman (Data Manager) andrewwidman@yahoo.com	301-793-6280	
Jon Mote (Registration)	240-350-9497	jedmote@gmail.com

Coaches

Head Coach, Sabrina Ness

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E-mail: sabrina.ness10@gmail.com

Assistant Head Coach, Taylor Witte

Phone: 301-412-3394

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Assistant Coach, Megan Leonard

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Assistant Coach, Owen Roy

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Eligibility

All active members of Adelphi Pool between the ages of 5 and 18 who are interested in competitive age-group swimming and have a minimum competency in swimming are invited and encouraged to join the team. By “minimum competency in swimming,” we mean the attainment of a pool patch and the ability to swim the width of the pool in a reasonable fashion as determined by the coach.

Registration

During the first few weeks of practice (prior to Time Trials), we invite any interested swimmer to try out the program. A registration form should be completed (online) for each swimmer. The registration fee is due by Wednesday, June 8, and is non-refundable. The 2016 fee schedule is: **One child - \$150; two children - \$210; three or more - \$250.** Swimmers will not be allowed to participate in meets unless they submit a registration form and fee.

Please Note: Swim team fees pay only a fraction of the swim team costs. We make up the additional costs by fund-raising activities. Please participate in these activities!

Communications

This will be our second year using a scheduling tool/website called TeamSnap to manage swim meets, team events, & last-minute communication. You'll be able to use it online, and also download the free TeamSnap app to your mobile device if you want mobile options.

Some notes on TeamSnap & Scheduling:

It's a pretty simple tool, but as we are still learning its capabilities, so we thank you in advance for your patience as we continue to learn about it too!

Initial TeamSnap sign up: After you register, you and your swimmer(s) will receive an emailed invitation to join. Please accept **EACH** email invitation you receive for yourself and for each swimmer in your family, but use the **SAME** login email and password for **ALL** invitations in your family. Once you've finished with every member, log in to your TeamSnap account. Up in the right-hand corner of the screen you'll see a salutation, “Howdy, (Name)” and next to that, “Switch.” This

will enable you to manage everyone's availability for meets and events from one account.

You must indicate availability for each meet. The team schedule will be posted on TeamSnap (as well as provided to you all as a document, attached.) Each week you'll get an email reminder to RSVP – simply check yes or no for each swimmer. You can also RSVP in advance on the online schedule.

Calendar/Schedule: The schedule can be linked to your own iCal, Outlook or Google calendar. Simply select the "schedule" tab at the top of the page, and on the right of the window, click the "subscribe/export" button for instructions. Embedded in our calendar are all addresses of the meet locations, as well as explanatory notes for events if necessary.

Schedule Change Alerts. For changes to practices and meets, especially last-minute weather-related cancellations or delays, the coaches will send alerts via TeamSnap. To receive alerts via text, go to your swimmer's contact information, click edit, and on the Edit Player page, select "Allow team to send me text messages" and then select the provider. If you don't want to get a text, leave that box unchecked, but make sure to check "receive team emails" up at the top. You can also get the alerts via the app's push notifications. To turn that on or off, use your phone's settings. Make sure these settings are set up in your swimmer's contact info, not yours.

We'll still utilize the main email list for volunteer sign-ups. TeamSnap is a great tool but for the type of volunteer needs we have, a sign-up genius is much better.

Quirks: TeamSnap is not swimming-specific, so swimmers are on the roster as "players" and parents should be "non-players." Meets are called "games." We've asked TeamSnap if we can change that but it's a setting that we can't edit.

Privacy settings and communications options:

First, we have enabled the "non-public" option for the site, so it is not open to public viewing.

Second, you have the option to allow your email address (and other contact info you choose to add) to be visible to others on the team, or only to the team managers. Simply go to the "Roster" tab. On the top right above the list, there's a button labeled "Edit My Player Info." On the edit page, simply check or uncheck the box next to your email labeled "private."

Third, each family will have a primary email account used for the account sign in, but you can add as many additional email addresses you want so that multiple parents and caregivers can receive all notices. In your account, you can edit your information to include additional email addresses.

Fourth, if you have multiple swimmers in your family, you can control how many RSVP notices for meets you receive. The default mode is for each swimmer to get a notice for an upcoming meet with the instruction to indicate 'yes' or 'no'.

All you will need to do is click one of the buttons, and you're done.

If, parent(s) want to receive only one email reminder for each meet or event, but then be able to indicate the attendance for each child in the family, let me (carriedmurphy@mac.com) know and I'll send you the instructions.

Again, this is going to make the complex scheduling and communications for swim team much easier for everyone, but it's our second year using it and we have a very large team, so thank you in advance for your patience as we continue to learn together!

Practice Schedule

(The Divisionals and All-Stars Practice Schedules will be determined by July 20th.)

Swimmers should come on time to all practices to make sure they don't miss out on warm-ups. Properly warming up is important not just to improve form (which improves performance), but crucially, to prevent injuries. Don't skip this step!

The best way to improve swimming and to drop time is to come to practices. Therefore we require that each swimmer attend a minimum of four practices per week. The more the better: some swimmers come every day, and even to multiple practices a day. We have seen many swimmers make dramatic improvements over the course of the season through their dedication to practice.

If your child is unable to attend four practices per week, please communicate this with Coach Sabrina or Coach Taylor to ensure your child will be seeded in that week's meet. We understand that there are many different reasons that a swimmer may miss practice; your child may be training with a club team or may be attending an overnight camp, etc., but your child will not be penalized for this lack of attendance if the coaches have been notified.

Dolphin Swim School

Dolphin Swim School is geared towards new swimmers who are just learning the strokes. As always, swimmers are **required** to pass Adelphi's patch test before joining the team. For those swimmers who do have their patch and can swim one width of the pool, but might not be ready to take part in a full practice or would like additional practice, this is a great opportunity to learn the stroke techniques and begin practicing with swimmers of similar skill. These two weeks will serve as a trial period for the swimmers; if the swimmer is not ready to join the full-team practices after the clinics end on **Friday, June 15th**, we can talk about other options to try to get the swimmer in shape to practice and compete at meets.

Please understand that we're trying to keep these clinics geared to the new swimmers so they can learn with their peers in a low-stress environment. If your child is competent in the competitive strokes of their age group and just needs some stroke modification to become more efficient/not disqualify, they should come to the regular practice that follows these clinics. Their stroke adjustments will be addressed during practices, and we will have out-of-practice stroke

adjustment events as well.

Meets

In meets, generally, three or four "heats" are held for each event (four for freestyle and three for all other strokes). The slowest heat is first, with heats getting progressively faster by seed times. A strong effort will be made to give swimmers the opportunity to compete in at least one event at each meet.

Typical Order of Events (Ascends by Age/Separated by Gender)*

- 200 Medley Relays
- Fly (starts with 10 & under boys)
- Free (starts with 8 & under boys)
- Breast
- Back (starting with 10 & under boys; after 15-18, go to 8 & under boys)
- 100 Medley Relays
- 8 & under Relays
- Graduated Relays

*When meets are held at Adelphi Pool events are rearranged to accommodate our unique pool configuration.

Scoring for Meets

Every swimmer really counts! In dual meets, ribbons will be awarded to swimmers according to the place in which they finish. However, each team will be awarded points for two places, as illustrated here. For example, if we had two swimmers in an event and they came in 3rd place and 9th place, Adelphi would still get the points for 3rd and 4th place.

	Individual Events				Relay Events			
	1 st	2 nd	3 rd	4 th	1 st	2 nd	3 rd	4 th
Points:	5	3	2	1	7	5	4	3

However, a team must have at least two entries in the event to receive the points for two places. If only one swimmer is entered, the team will get points for one place only, and the other team, with two or more entries, would still receive points from just two places. What that means is that at the bare minimum, we should always have at least two swimmers in each event.

Also, because swimmers can each only swim three events, we need multiple swimmers in each age group to include in different events. This becomes even trickier considering that we always try to field at least 3 relay teams (with 4 swimmers each).

Finally, disqualifications (DQs) play a surprisingly impactful role in how points work. A stroke and turn judge may disqualify a swimmer for improper technique (i.e. inaccurate breaststroke kick) or improper flip turn. Even the best swimmers DQ every once in a while, and it's important to have other swimmers in the running to win points for the team in case that happens. This is especially true with younger swimmers, who are more likely to DQ (most commonly in breaststroke) because they have not yet mastered the strokes. The possibility of DQs also explains why we try to field 3 relay teams, just in case one team DQs (by diving in early with anticipation, for example).

For all these reasons, it is crucial that we have as many swimmers as possible in each race. We really never know what's going to happen.

Conversions

Most pools in the league are 25 meters by 25 meters. Adelphi Pool is 50 meters by 50 feet. Please note, that after meets at Adelphi, times are converted to meet PMSL standards. So, the times posted on the wall during an Adelphi meet will not correspond with what's eventually posted as times on the PMSL website. If you have questions about data conversions, contact the Data Manager, Andrew Widman at: andrewwidman@yahoo.com.

Presence at Meets

Meets are seeded by Wednesday for the following Saturday; therefore, a swimmer **MUST** advise the coach, by Team Snap if he or she intends to attend the meet. This communication is vital, as the entire meet is seeded based on the attendance of all expected swimmers. **If you are sick the morning of the meet or the night before, please call Sabrina Ness as soon as you know you know you will not be attending. We need this information by 7:00 am so that we can put someone else in your place in the meet!**

Expectations of Participants

Expectations of Coaches:

- Punctuality and attendance at all practices and team events.
- Respect and professionalism when dealing with parents, swimmers, coaches, and meet officials.
- Focus on the stroke technique and training of each and every swimmer.
- Accessibility to swimmers and parents outside of practice.
- Appropriate dress for all swim team events.
- Clear and concise communication of practice ideology.

Expectations of Swimmers:

- Punctuality and attendance at practices and meets. If a swimmer is not able to attend at least four practices a week, the swimmer will be expected to contact the coaches to discuss their training and meet seeding.
- Respect towards coaches and other swimmers at practice.

- No horseplay at practices.
- Proper equipment at all practices, including proper practice suits, goggles, and a cap (if necessary).
- Effort and focus when they are asked of the swimmer, in practices and meets.
- Sportsmanship displayed to opponents and teammates alike at meets and practices.
- All swimmers should remember that they represent Adelphi Recreation, Inc., and should conduct themselves accordingly.
- Team members are all expected to participate in cleanup after any swim team function.

Volunteering At Meets

Swim team is a family affair. The team includes children and youth from ages 5 through 18; however, **Meets are run by the parents!! If your child(ren) is(are) swimming, at least one adult member of the family is expected to volunteer at home meets.** There are jobs for the experienced and non-experienced. Training for meet officials is provided at the Officials' Clinic (June 4) or on-the-job at swim meets. Working on deck, whether as a timer or other meet official, provides the best view of the meet and is fun, too. If you prefer shade, there are jobs there, too.

Team Bathing Suits

Our suit style changes every two years, so for the 2016 season we will have a new design: the TYR Oilslick Diamondfit Suit. To order a suit, we will use Swim Pro once again as our vendor. SwimPro will be at the pool on Wednesday, June 8 from 4:30-6 p.m., to help you get sized for suits, swim caps, and goggles. BRING YOUR CASH/CHECK/CHARGE CARD to make any purchases.

Charlie's Café

Charlie's Café is volunteer-run café staffed by swim team families. Charlie's Café is set up outside the pool house during home swim meets (which includes Time Trials, Dual Meets, and the Long Course Meet) and on most Thursday evenings in June and July from 6 – 8 pm. The swim team relies on the money raised from Charlie's Café to fund swim team activities.

Prior to Time Trials, we request that each family purchase one of the following: a case of water; a case of Coke, Diet Coke or Sprite; or a 12-pack of Gatorade or Vitamin Water.

Charlie's Café also needs **food contributions** for every home meet to supplement the food purchased for sale. Prior to each home meet, e-mails will be sent out via the swim team Google group asking for particular food donations (such as baked goods, bagels, etc.).

It takes a lot of effort to staff Charlie's Café for Thursday evenings and the home meets so this summer we will be using a software program called "Sign-up Genius"

to help us with these efforts. All jobs needed to be filled for Charlie's for the 2016 season are in Sign-up Genius. **Each family is required to work at Charlie's at least one Thursday during the season.** Volunteers are always needed to cook, prepare, serve, set up and clean up!

Swim Team Banquet

Recognition of achievement and other awards are given each year at the annual Swim Team Banquet. Watch for more information on this fun end-of-season event.

Each swimmer will receive an award with their personal best times and a Dolphin Award made for them by the coaches. Additionally, for each age group awards are given for the following: **Participation, High Point, Improvement, and Dedication.**

This year's banquet will be held on Wednesday, July 27th from 5-9 pm. The banquet is a potluck dinner and we'll assign items for each family to bring as the banquet gets closer.

Directions to Pools for 2016 Season Meets

THERESA BANKS SWIM TEAM (TB)

J. Franklyn Bourne Pool, 6500 Calmos St., Seat Pleasant, MD 20743
(301) 350-4422

Directions: From the Beltway, take Exit 15B (Route 214) Central Ave West toward D.C. Go about 2.4 miles on Central Ave W. Make a R turn onto Cindy Lane (Central Gardens Apt on R corner). Make first L onto Calmos Street. Pool is at the end of Calmos Street on the left.

BELAIR BATH AND TENNIS CLUB (BBT)

Belair Drive (and Tulip Grove), Mail: P.O. Box 486, Bowie MD 20715
(301) 262-5522

www.bbtbowiemd.com

Directions: From Capital Beltway, take Route 50 (Annapolis) exit. Turn off at Collington Rd. (Md. Route 197) exit. Cross back over Route 50 on Collington Rd. to Kenhill Dr. (1st traffic light). R on Kenhill to Belair Dr. L on Belair. Pool is two blocks on the left. **Or** From Rt. 450 and Rt. 197 - E. on Rt. 197 (toward Rt. 50). First L (Tulip Grove Dr.) to end at Belair Dr. Pool is on right.

WHITEHALL POOL AND TENNIS CLUB (WPT) for DIVISIONALS

Box 521 Whitehall Drive, Bowie, MD 20715
(301) 464-2662

Directions: From Capital Beltway, take Rt.50 E (toward Annapolis) approximately 8 miles to exit for Rt.197 (Bowie). Follow Rt. 197 N to Old Chapel Rd. at traffic light. Turn R onto Old Chapel, and go 0.4 miles to Whitehall Dr. Turn L, on Whitehall, driveway is first right off Whitehall Drive.

WEST LAUREL SWIM CLUB (WLS) for ALL STARS

7203 Brooklyn Bridge Rd., Laurel, MD 20707
(301) 725-8768

www.westlaurelswimclub.com

Directions: Interstate 95N to exit Rt. 198 West towards Burtonsville. Follow 198 to 2nd traffic light, turn R on Bond Mill Road. Follow Bond Mill until it ends at Brooklyn Bridge Rd. Turn R on Brooklyn Bridge Rd. Pool is 1/2 mile on the right.

NEW CARROLLTON RECREATION INC. (NCR) (Firecracker Relays)

6250 Westbrook Drive, New Carrollton, MD 20784
(301) 577-6310, <http://www.NCRDolphins.com>

Directions: From Capital Beltway, take exit 20, Rt. 450 W. (Annapolis Rd.). Turn R at first stoplight - 85th Ave. (entrance to New Carrollton), and go 0.2 mile. Turn L at Westbrook Dr. and go 0.8 mile. Turn at Lamont Dr. Turn L into pool parking lot. Or From Good Luck Rd. going east, turn R at Lamont Dr. (entrance to New Carrollton) and go 0.7 mile to Westbrook Dr. cross Westbrook Dr. and turn into pool parking lot.

CALVERTON SWIM CLUB (CA) (B Meet AND Calverton Invitational Relay Carnival)

12615 Galway Drive, Silver Spring, MD 20904
(301-572-4203)
<http://calvertonswimclub.com/>

PRINCE GEORGE'S COUNCIL POOL (Knights of Columbus Mini-Meet)

9450 Cherry Hill Rd., College Park, MD 20740
(301) 441-9788

Directions: From the Capital Beltway, take exit 25B (U.S. 1) South to first traffic light. Merge right on Cherry Hill Rd. Pool is located 0.5 miles down on the left.

