



2010

PARENT HANDBOOK



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President's Welcome

Welcome Back Swimmers & Parents,

Hello my name is Mike Ficarelli, President and VP of the West Sacramento Dolphins Swim Team. This my first season as President and my second year as VP. I have been an active swim parent for the last 7 years. I would like to welcome all new and returning swimmers and their families to the 2010 West Sacramento Dolphins Swim Season.

This is our second year in the West Sacramento Recreation Center's pool. 2010 is going to be a great season. We have Coach Scott Sewell returning along with coaches Angela, Mike, Kurt, Kelsey and Darlene who have commitment to dedication, hard work, team spirit, and most of all FUN.

As President of the West Sacramento Dolphins Swim Team, I encourage all swimmers and their families to actively participate and get involved in all aspects of team. In conclusion I would like to thank all of the parents that volunteer their time and effort to make this team what it is. With your support and encouragement our swimmers will always be champions in our hearts. I would like to wish all of the swimmers the best of luck in the 2010 swim season.

Good Luck and Go Dolphins!!!!

WE WILL ALWAYS BE CHAMPIONS

Swim Team Purpose, Objective and Goals

The West Sacramento Dolphins Swim Team is a Cooperative effort between our city, parents, schools, Local businesses and private donations.

PURPOSE AND OBJECTIVE

The purpose and objective of the club is to provide a service to the children of our community

Goals

The program's goals are:

- To build good self-esteem through competitive swimming
- To teach good sportsmanship and pride
- To unite the members in friendship & team spirit

The official colors are
Blue & White



Board Members



President
Mike Ficarelli
925-759-5573



Vice President
Mike Ficarelli
925-759-5573



Secretary
Elaine Stall
719-6655



League Rep
Sue Whipple
718-5113



Alt. League Rep
Catherine Mills
384-6169



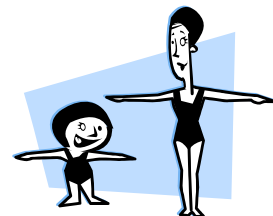
Treasurer
Jorgen Bateman
826-0454



Registrar
Alex Silva
806-8017



Parent Rep
Rebecca Hartman
775-1832



Communication Rep
Heather Wright
712-6344



MANDATORY REQUIREMENTS

The following is mandatory for **ALL** swimmers:

- ◆ **PRE-SEASON MEETING, SATURDAY, MARCH 20TH**
 - ◆ **COMPETE IN THE BLUE AND WHITE MEET**
 - ◆ **COMPETE IN 3 DUAL MEETS**
 - ◆ **COMPETE AT CHAMPIONSHIPS**
 - ◆ **ATTEND AT LEAST 3 PRACTICES PER WEEK**

The Code of Conduct for Coaches, Swimmers and Parent/Guardian is attached.

WEST SACRAMENTO DOLPHIN SWIM TEAM REFUND POLICY

ALL REFUNDS MUST BE SUBMITTED IN WRITING.

1. Fifty percent (50%) refund, if requested between April 9th & May 8, 2010
2. Twenty-five percent (25%) refund, if requested between May 9th & May 16, 2010.
3. **NO REFUND WILL BE GIVEN AFTER MAY 16, 2010.**

Mail Written requests to:

West Sacramento Dolphin Swim Team
ATTN: Treasurer
P.O. Box 2402
W. Sacramento, CA 95691

COACH'S CODE / RESPONSIBILITIES



- ❖ **Swimming is a participation sport, one in which the swimmer is measured against the clock first, themselves second and their opponent third.**
- ❖ **The Bylaws and rules of the League should be regarded as mutual agreements, the spirit of which should be respected and unbroken.**
- ❖ **Respond to parent concerns in a timely manner.**
- ❖ **Provide active supervision of all practices, meets and swimming events.**
- ❖ **Familiarize themselves with the swimmers and their abilities and assist each swimmer in establishing individual goals for the swim season.**
- ❖ **Provide instruction in all aspects of competitive swimming: i.e., starts, turns, touches and stroke improvement.**
- ❖ **Visitation teams and spectators are honored guests.**
- ❖ **No advantages except those of superior skill should be sought.**
- ❖ **Officials and opponents should be treated and regarded as honest.**
- ❖ **Accept official decisions without anger no matter how unfair they may seem. Use the appropriate methods of handling disputes.**
- ❖ **Winning is desirable, but winning at any cost defeats the purpose of the sport.**
- ❖ **Losing can be a triumph when the team has given its best.**
- ❖ **In swimming, as in life, treat others as you would have them treat you.**



CODES OF CONDUCT

This set of Codes is based on Codes of Conduct recommendations provided to West Sacramento Swim Team by the Northern California Swim League and are based on codes for other recreational sports. Each team member, coach, and family representative is to have read, and signed the following in agreement of the codes hereby established. Any spectators at any WSST (West Sacramento Swim Team) event must adhere to this code also.

The WSST board will review each violation and determine the final penalty; however minimum penalty will always apply. In extreme violations of the code the maximum penalty may apply immediately. Challenges to the Board decision will be made in written format and submitted to the Board by mailing to the following address:

**P.O. Box 2402
West Sacramento, CA 95691**

PARENT'S CODE



- ◆ Make participation in swimming a positive experience for your child and others.
- ◆ Your swimmer and other swimmers need positive reinforcement, rather than criticism.
- ◆ Relieve competitive pressure, not increase it. A child is easily affected by outside influences.
- ◆ No advantages except those of superior skills should be sought.
- ◆ Officials and opponents should be treated and regarded as honest.
- ◆ The opponents are necessary friends. Without them, your child could not participate.
- ◆ Winning is desirable, but winning at any cost defeats the purpose of the sport.
- ◆ Losing can be a triumph when your swimmer has given their best.
- ◆ Applaud good swims by your team and by members of the opposing team.
- ◆ Encourage your child to be gracious in victory and turn defeat to victory by working toward improvement.
- ◆ In swimming, as in life, treat others as you would have them treat you.

Note: A child's values and behavior in sports are guided by parental attitude toward their child, their opponents, the officials, and the coach. Criticism and disrespect for officials and opponents by overbearing parents bent on immediate success rather than long range benefits undermines the spirit and the purpose of swimming and adds undo stress to the sport.



PARENT RESPONSIBILITIES

Parents are responsible for providing a supportive attitude toward all aspects of swimming and ensuring that their child is in attendance at every practice and all meets entered.

- ◆ Understand that the West Sacramento Dolphin Swim Team is not a form of basic swim lessons. Swimmers must meet the minimum swimming requirements depending on their age group. Each child should be able to tread water and swim safely from one end of the pool to the other. After an evaluation, Coaches will have the final decision as to swimmer safety.
- ◆ Make sure your swimmer attends a minimum of three practices a week. Encourage practice every day.
- ◆ **NEVER INTERRUPT PRACTICE OR GIVE SUGGESTIONS TO SWIMMERS DURING PRACTICE.** If you need to speak with a coach wait until practice is over or check to see if a Board Member can help you.
- ◆ Emphasize the importance of individual improvement and the spirit of making a contribution to the team.
- ◆ Participation in swimming should be a positive learning experience, even if the children don't feel they "won". Help coach the swimmers in sportsmanship and positive teamwork. A child's values and behavior in sports are guided by parental attitudes towards their child/children, the opposing team, friends, and coaches. Parent's criticism and disrespect for official coaches, and staff are detrimental to athletics and swimming, and will not be tolerated.
- ◆ Remember that the West Sacramento Swim Team is a large group of all ages and talent. Everyone in this organization and in the League work together on a volunteer basis. Teams rely on parents. Your attendance and willingness to volunteer make meets possible. You are a vital part of this swim team family. A swim meet can be very chaotic; it is parent volunteers who are doing the best they can to make these events successful.

Please get involved! There is always a need for each parent to lend a helping hand.



SWIMMER'S CODE

- Swim to develop your physical, mental, social, and emotional fitness.
- Be generous when you win.
- Be generous when you lose.
- Always be fair, no matter the cost.
- Accept the decisions of the officials with good grace.
- Believe in the honesty of your competition.
- Conduct yourself with honor and dignity.
- Sincerely applaud the efforts of your teammates and opponents.

Attend practice regularly. All swimmers are required to swim a MINIMUM of three days a week. (Please contact a Coach or Board Member if you expect a swimmer to be missing practice more than 3 days in one week)

SWIMMER RESPONSIBILITIES



- Respect, listen and follow the instructions of the Coaches, Board Members, Team Parents, all meet officials, all team members, and all team members we compete against.
- Participate at Time Trials (Blue & White), all meets and events as assigned.
- Cooperate with the coaching staff at all times.
- Be ready to begin practice or warm-ups at meets by the designated time.
- Listen attentively to coaches whenever they are giving instructions. Ask questions before the set begins.
- Notify a coach, before practice, if a swimmer needs to leave early.



PRACTICE

A 2010 Practice schedule will be available at the Pre-Season Meeting.

Practice is every day. All swimmers are required to swim a MINIMUM of three days a week. (Please contact a Coach or Board Member if you expect a swimmer to be missing practice more than 3 days in one week)

There will be a check in table at practice every day. Parents and/or swimmers are to check in. The coaches will be keeping track of attendance.

Please remember bring the necessary equipment (towels, swim caps, goggles, sunscreen, etc.) to practice.

There will be a lost and found for any items that are left at the pool. Please see a Board member if you are missing something.

Swim caps are required (male swimmers with long hair, also)

Watching practice

Workouts are a learning situation and swimmers need to be able to concentrate. Parents are encouraged to remain and watch workouts. The coaches ask that you honor the following requests:

- ✓ **Stay clear of the immediate practice area. Sit in areas away from the pool. (bleachers, grassy areas)**
- ✓ **Avoid analyzing practice.**
- ✓ **Refrain from communicating with your swimmer during practice.**

If you need to speak with a coach, please feel free to contact him/her before or after practice or at home, if necessary.



VIOLATIONS TO CODE OF CONDUCT

The following actions will be considered violations of the Code of Conduct Codes. Penalties for these violations can be administered by the Meet Referee, Coaches, or Board Members, hereafter referred to as Official. These rules apply to all Swim team events, including but not limited to: Back to Swim Family Night, Practices, Meets, Championships, Meet of Champions and Awards Night.

1. No parent, coach, swimmer, or spectator shall: be guilty of an abusive attack on any participant, coach, official, or spectator at any practice, meet or event. Abusive attack includes use of inappropriate language.
2. No parent, coach, swimmer, or spectator shall: be guilty of objectionable demonstrations or dissent at official's decision.
3. No parent, coach, swimmer, or spectator shall: At any time lay a hand upon, shove, strike, or threaten a coach, swimmer, spectator or official.
4. No parent, coach, swimmer, or spectator shall: refuse to abide by an official's decision.

DISCIPLINARY GUIDELINES

Everyone has the potential to be a Winner. The objective of the program is to give every swimmer the opportunity to become as good as they desire. The purpose of these guidelines is to insure that this objective is achieved.

1. The use of foul language, derogatory statements towards teammates, coaches, parents, meet officials and the other team as well as uncooperativeness, fighting, inattentiveness, chronic complaining, or any un-sportsman-like conduct are ground for immediate removal. A written warning will be issued and a legal guardian must sign it before the swimmer will be allowed to return to practice.
2. Repeated misconduct may result in a suspension from practices and meets until a conference is arranged with the swimmer, Parents and the Coach. The Board will also be informed immediately thereafter as to the results of the conference.
3. If misconduct continues after the above conference, the swimmer will be suspended from practices and meets until a conference is arranged with the swimmer, Parent, Coach and the Board. The President or Vice President shall preside and the Board shall review the matter. Serious infractions may result in the swimmer being placed on suspension or the remainder of the swim season.
4. Any swimmer, parent or spectator, under the influence of drugs or alcohol will not be allowed on deck or at the pool at any time.



SWIMMER ELIGIBILITY

Section 11.03. Events Causing Ineligibility

(a) If, between the time period commencing on February 1 and continuing through the completion of all four conference championship meets, an individual:

- (i.) Swims in any United States Swimming-sanctioned meet; or
- (ii.) Participates in any stroke-and-turn clinic in February or which does not comply with Section 12.06; or
- (iii.) Practices with, or competes for, any swimming team other than the swimmer's Team; then said individual shall be ineligible to register and participate (or continue participating, as the case may be) in the League swimming season occurring in said calendar year.

(b) For the period commencing February 1 and ending March 31 an individual shall be ineligible if that individual participates in any swim practice at the direction or supervision of any coach. For purposes of this section "direction" or "supervision" shall include any oral or written directions given by a coach to a swimmer.

(c) Sections 11.03(a) and (b) notwithstanding, an individual will remain eligible to participate in a League swimming season if the individual participates on any of the following teams at any time between February 1 and the end of the League's swimming season:

- (i.) High school swimming teams;
- (ii.) Intercollegiate (junior college, community college, college or university) swimming teams;
- (iii.) Water polo or synchronized swimming teams;
- (iv.) Another Team of this League provided that either the individual's participation is limited to attendance at stroke-and-turn clinics sponsored by said other member Teams or the individual complies with Section 11.04 of these Bylaws;
- (v.) A team which is a member of another recreational league, provided that said team has not practiced during the time period commencing on February 1 and running through March 31, and further that the individual complies with Section 11.05 of these Bylaws.

(d) A participant who becomes ineligible after the League swimming season commences shall immediately cease participation in all League swimming meets remaining in the season. All points scored by the participant prior to the date of his ineligibility shall remain valid and in full force and effect. If a participant competes in a League meet while ineligible, all points scored by the participant and any relay of which the participant was a member shall be rendered null and void, and the participant shall be deemed disqualified from all said events.



PARENT PARTICIPATION

Parent Volunteer Positions

The WSST is a large organization that depends on the participation of all our swimmers' parents. Each family must contribute a minimum of 20 hours over the course of the swim season (and beyond!). Only in this way can the WSST provide the full benefit to each swimmer that they deserve.

There is a large array of jobs and responsibilities to choose from to complete the required 20 volunteer hours. It does not have to be difficult and can actually be quite easy to contribute much more if you just get involved. All of our kids deserve the best that we can give them. Stay involved throughout the season and watch how successful OUR swim team can be. You may just end up having as much fun as the kids!

The following is a list of the volunteer positions available:

HOME MEETS

Meet Referee
Stroke-and-Turn Judges
Starter
Announcer
Computer Room
Snack Bar
Meet Set-up

Meet Tear-down
Ready Bench Coordinators
Timers
Lane Writers
Runners
Parent Group Leaders
Hospitality

AWAY MEETS

Ready Bench Coordinators
Stroke-and-Turn Judges
Timers
Lane Writers
Parent Group Leaders

GENERAL

Parent Group Leaders
Phone Tree
Fundraiser Help

There are obviously many positions to fill during our season. With everyone's' continued participation, no one will be stuck with more than their fair share. Please consider the above volunteer positions carefully and stay involved. We can all make the 2010 season the best yet!



JOB DESCRIPTIONS

SET-UP CREW – Set the meets events, set up canopies, tables, chairs, and rope off designated areas if required. Make sure all flags and lane ropes are set-up accordingly.

CLEAN-UP CREW – Disassembles all canopies and fold up tables and chairs. Clean up in and around the pool area.

ANNOUNCER – Announces the events and calls for swimmers to the ready bench.

MEET DIRECTOR – Oversees all meet events, ensures all start times begin as stated. Ensures all pre-event meetings are set and all assigned post is ready to begin. Keeps the meet running smoothly.

HEAD SCORER & READER (Computer) – Keeps track of the score as the meet progresses by imputing scores in the computer. Copies the meet results to a disk and forwards to the league via the mail box. Produces a hard copy of the meet results to the visiting team.

MEET REFEREE – Official judge for all stroke and turn judges – must have attended a Referee and/or Stroke & turn clinic. Shall have full authority over all judges and shall assign and instruct them. Decides all challenged DQ's or questions relating to conduct or rules. Shall signal the starter that all officials are in position, so the race can begin.

STARTER – Meets with the timers before the meet begins to check all stopwatches and goes over the rules of timing. Starts each race by (1) Calling to swimmers "swimmers step up to the block" (2) ask the timers if they are ready "timers are you ready" (3) starts the race with the "take your mark", then shoots the start gun, or pushes the timing system button to sound the start. The starter needs to keep the meet running insuring that he or she is in sync with the announcer on event number and heat.

STROKE AND TURN JUDGES – Must attend a clinic to train in swimming rules and execution of strokes and turns. S & T judges are the only persons allowed to disqualify a swimmer for improper stroke or turn. They do their best to be fair to all competitors, giving the benefit of the doubt to the swimmer. Judges fill out DQ slips and give completed slips to the runners, to be turned into the scoring table immediately.

RUNNERS – Move cards or sheets to the appropriate lanes; make sure that times are recorded on the cards or sheets. Collects all lane cards or lane sheets at the end of each event and delivers them to the lane writer/timer or computer desk.

HEAD TIMER – Assures the assignment of all lane timers. Starts an extra watch incase another watch should fail. Listens for all calls from a timer whose watch has failed and brings them a back up watch. Keeps track of all stop watches.

LANE TIMERS – There are three timers per lane and one back up timer per team. Timers meet with the starter before the meet begins to check watches and go over the rules. Start the watch then you see the smoke of a gun, or see the flash of the timing system light. Stop the watch when the swimmer completes the stroke.



LANE WRITERS – Confirms the name of the swimmer in their lane assignment and records their time on a lane card or lane sheet, and passes it to the runner.

CLERK OF THE COURSE – Shall be in-charge of the ready bench. All swimmers will report to the clerk of the course when their race is called. Clerk shall notify the referee and scoring desk if a swimmer fails to report to the ready bench.

READY BENCH PARENT – Helps to supervise swimmers in the designate area just before being called to the ready bench area. The parent will have a list of the swimmers and their events.

RIBBON WRITER – Applies the swimmers race times to label on the ribbons, may need to write times on the label if the computer is not printing and file them in the appropriate folder.

HOSPITALITY – Prepares and serves drinks to all the volunteer workers.

SNACK BAR – Set up snack bar. Work in snack bar behind counter, stocking, BBQ'ing, clean-up, tear down.

PARENT LEADER FOR AGE GROUP – Organize assigned swimmers (by age/sex group) at meets and at Championships. There will be 2 parent leaders for every age group, 1 for girls & 1 for boys. Parent leaders are to make sure swimmers in their group get to the ready bench for their races. The parent leader position is for the entire swim season and will count for all parent volunteer hours. Parent leaders are to encourage the swimmers and help make the swim season a positive experience.

PHONE TREE – Parent will be assigned a group of swimmer's family phone numbers. Call families to pass along information. This is for entire year and counts towards parent volunteer hours.

STROKE CLINIC – Help coordinate, organize, & attend stroke clinics. Approximately 5-6 clinics. Counts towards parent volunteer hours.



WELCOME TO THE WEST SACRAMENTO DOPHIN SWIM TEAM

PARENT HOUR DEPOSIT POLICY

West Sacramento Dolphin Swim Team is devoted to developing highly skilled youth swimmers who can successfully compete in the water with other youth swim teams. In order to accomplish this goal, the West Sacramento Dolphin Swim Team needs volunteer help from its swimmer families to assist with swim meets and fundraisers. Therefore, the parents / guardians of each swimmer are required to sign the Volunteer Contract and submit the requisite refundable fee which will only be refunded upon the successful completion of the required volunteer hours. The volunteer fees will be deposited at the beginning of the season and returned only on request to the swimmer's families at the end of the swim season and requirements are as follows:

\$50 per family-20 volunteer hours required

At the completion of the swim season, all parent volunteer times are due no later than July 19, 2010 to Rebecca Hartman. Requests for refund of parent volunteer deposit is due (postmarked or requested in person) no later than July 31, 2010.

(If requests are not received by July 31, 2010 the deposit will be considered a donation to the team.)



TEAM PROGRAMS

PARENT LEADER PROGRAM

We will be trying a new system this year to keep parents and kids involved and informed with our team. One or more parent will be assigned as a leader for kids in each age group. These Parent Leaders will oversee the kids in their group and Parent Leaders will make sure that both the swimmers and parents needs are being addressed in each age group. Parent Leaders will help the Parent Rep. Committee organize volunteer work schedules, advocate for parents to the board and coaches, coordinate parent/swimmer participation in practice, meets and fundraisers, etc. But, the most important function of the Parent Leader will be in swimmer support. Every swimmer could use encouragement from someone outside his own family. Remember it's not just the kids that make up this team.

If you are interested in participating in this program, please contact Rebecca Hartman at 775-1832.

Please join in to make this year's team even better than last.

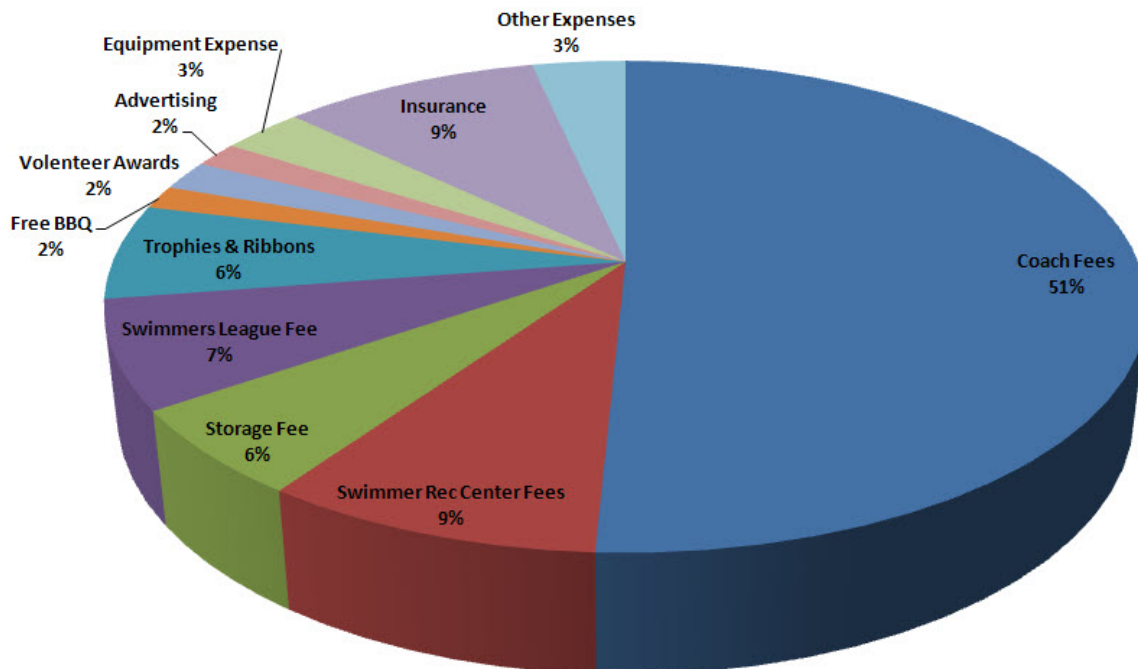
Thank you,

The Parent Representatives

Rebecca Hartman 916-775-1832



2009 West Sacramento Dolphins Expense Spread



The cost of running the West Sacramento Swim Team in 2009 was approximately \$28,195.00. That breaks down to a cost of almost \$150.00 per swimmer. The registration last year was only \$100.00 for the first swimmer and \$90.00 for additional swimmers. The additional required funds to run the team was acquired through Fundraising events, Donations, Grants and the always hardworking Snack bar.

As the cost of everything goes up, we are trying our best to keep the swimmers fee low. Again this year we will rely on help in form of parent participation in fundraisers and in the Snack Bar, as well as community assistance to help make this team successful and financially sound.

Thank You
Treasurer

2010

Meet **SCHEDULE**




May 15, 2010

Blue & White (Our Team only) @ Home MANDATORY
(Time Trials)

May 22, 2010

West Sac vs. Arden Park @ Home

June 5, 2010

West Sac vs. Sunrise @ Home

June 12, 2010

West Sac vs. Roseville @ Roseville

June 19, 2010

West Sac vs. FEC (Fulton El Camino @ Home

June 26, 2010

West Sac vs. Del Norte @ Home

July 3, 2010 BYE **4th of July Weekend**

July 10, 2010

West Sac vs. Fair Oaks @ Fair Oaks

July 17 – 18, 2009

CHAMPIONSHIPS @ ROSEVILLE

JULY 31-AUG 1., 2010

Meet of Champions @ **TBD**

DUAL MEET - ORDER OF EVENTS



Event No. Co-Ed	Event No.		
1		6-Unders	100 Freestyle Relay
Girls	Boys		
2	3	7-8	100 Medley Relay
4	5	9-10	100 Medley Relay
6	7	11-12	200 Medley Relay
8	9	13-14	200 Medley Relay
10	11	15-18	200 Medley Relay
12	13	9-10	100 Individual Medley (IM)
14	15	11-12	100 Individual Medley (IM)
16	17	13-14	100 Individual Medley (IM)
18	19	15-18	100 Individual Medley (IM)
20	21	6 & U	25 Free
22	23	7-8	25 Free
24	25	9-10	25 Free
26	27	11-12	50 Free
28	29	13-14	50 Free
30	31	15-18	50 Free
32	33	6 & U	25 Back
34	35	7-8	25 Back
36	37	9-10	25 Back
38	39	11-12	50 Back
40	41	13-14	50 Back
42	43	15-18	100 Back
44	45	7-8	50 Free
46	47	9-10	50 Free
48	49	11-12	100 Free
50	51	13-14	100 Free
52	53	15-18	100 Free
54	55	7-8	25 Breast
56	57	9-10	25 Breast
58	59	11-12	50 Breast
60	61	13-14	50 Breast
62	63	15-18	100 Breast
64	65	7-8	25 Fly
66	67	9-10	25 Fly
68	69	11-12	50 Fly
70	71	13-14	50 Fly
72	73	15-18	50 Fly
74	75	7-8	100 Freestyle Relay
76	77	9-10	100 Freestyle Relay
78	79	11-12	200 Freestyle Relay
80	81	13-14	200 Freestyle Relay
82	83	15-18	200 Freestyle Relay

MEET SIGNUP



The West Sacramento Dolphins Swim Team is a recreational team sport. It is expected that ALL swimmers will attend all meets unless the coaching staff or board members are notified prior to the meet in time to make changes to the event set-up.

IF YOUR CHILD CANNOT SWIM AT SATURDAY'S MEET YOU MUST NOTIFY THE COACHING STAFF OR BOARD MEMBER

BY 8:00 PM FRIDAY (ONE FULL WEEK BEFORE THE MEET)

Example: (By Friday, June 6th for the June 12th Swim Meet) BY:

- 1. Notifying the coach in person.**
- 2. The Meet Sign in binder.**

There will be a binder with all the scheduled Meets and a place to mark Yes or No as to whether you will swim each meet. The coaches will check this sign up sheet before each Swim Meet. Please make sure you sign up for each meet.

- 3. Leaving a voice message with Coach or Board Member.**

It is **extremely difficult** to replace swimmers on Saturday's meet.

ONCE A SWIMMER IS ENTERED IN AN EVENT, THE TEAM AND COACHES DEPEND ON THAT SWIMMER.

A swimmer's unanticipated absence at a meet is extremely disruptive. If a relay must be canceled, it affects other members of the relay team who may have been scheduled for that relay event in lieu of other events. Please do not leave the meet early especially if your child is scheduled in a relay event. Other team members are counting on your child.



MEET CHECK IN PROCEDURES

Swimmers are required to be at swim meets on time. The 2010 Dolphin check in time will be 6:45AM unless otherwise notified. Scratch session starts at 8:00 AM. The Scratch session is the final set-up for the day's events and **SWIMMERS NOT CHECKED IN WILL BE SCRATCHED AND NOT ALLOWED TO SWIM.**

Please allow for adequate travel time to arrive by 6:30 AM to sign in by 6:45 AM. Arriving early will allow time to park and find the check-in table. Maps are included in the handbook with directions to meets and estimated travel time.

DUAL MEET RULES



I. General Principles

1. Except as specifically provided otherwise in these Rules or the League Bylaws or the League Championship Meet Rules, the League shall operate in accordance with the rules published by United States Swimming, Inc. (USS).
2. Except as specifically provided otherwise in these Rules or the League Bylaws or the League Championship Meet Rules, these Rules shall govern all League meets.

II. Events

Swimmers shall be grouped in the following age groups for event purposes:

1. 6 and under
2. 7 and 8
3. 9 and 10
4. 11 and 12
5. 13 and 14
6. 15 through 18

With age groups, girls will swim first, then boys; the youngest age groups will swim first, proceeding through the older age groups.

Official events, event distances and the dual meet order of events are set forth on Schedule I to these rules. The events shown on Schedule I shall be run in the order shown; provided, however, that the Meet Director may, in the interest of conducting the meet expeditiously, combine events after proper notification to the coaches, Head Scorer, Starter and Clerk of Course.

In dual meets, there shall be only one scored heat per event.

Additional heats can be scheduled for a meet provided that:

1. They are scheduled prior to the beginning of the meet.
2. Each team shall be entitled to schedule no more than eight (8) additional heats per meet; provided, however, that upon mutual agreement reached in advance of the day of the meet between the coaches, additional non-scored heats may be scheduled.
3. Non-scored heats of an event shall be run immediately after the official heat of the same event.



III. Entries

- A. A swimmer may enter no more than three individual events and two relay events in any dual meet.
- B. Except as otherwise provided in Section III. C. below, each Team may enter up to three official entries per race in both individual and relay events.
- C. Five-lane and four-lane pools
 - 1. If a dual meet is held in a five-lane or four-lane pool, there shall be a maximum of only two official entries per Team for each individual and relay event.
 - 2. In a five-lane pool, competing Teams may, by prior agreement, enter three entries on an alternating basis in each individual and relay event. The third entry shall compete on an unofficial (non-scoring) basis and shall compete in lane 1.
- D. A swimmer may move up one age group in individual events during a meet provided that:
 - 1. The swimmer must stay in that age group for the remainder of the meet for purposes of both relay and individual events;
 - 2. The swimmer does not “bump” an eligible swimmer already in the older age group who would otherwise be available to swim an individual event; and
 - 3. The swimmer does not end up swimming the same event in two different age groups. For example, a swimmer may not compete in the individual backstroke event in two different age groups during the same dual meet.
- E. A swimmer may move up one age group in one relay event and then revert to the swimmer’s own age group for subsequent events if all of the following conditions are met:
 - 1. The swimmer swims in an overall maximum of only two relay events during the meet. Subject to this limitation, it shall be permissible for the swimmer to swim in the same relay event in two different age groups, provided that the swimmer meets the other conditions of this Section III. E;
 - 2. The swimmer does not “bump” an eligible swimmer already in the older age group who would otherwise be available to swim the relay event; and
 - 3. The older age group relay team contains at least two swimmers who belong in the older age group.

When moving up to fill out a medley relay team, a 6-and-under may swim any stroke.



F. In the 6-and-under co-ed free-style relay, the relay may consist of any combination of swimmers with regard to sex.

IV. Entry Procedures

Prior to each team seeding a meet, but not later than 6:00 pm on Monday before a scheduled meet, the coaches of each team must meet or confer, and agree on the number of any extra heats which may be scheduled. The Home Team shall initiate the meeting or conference.

The minimum responsibilities for the Home Team and Visiting Team shall be as set forth below.

A. Entries and Seedings

HOME TEAM	VISITING TEAM
<p>Seed Swimmers</p> <p>Run Validation Check</p> <p>Import Visiting Team Seedings</p> <p>Prepare "Meet Sheets" and other Reports needed to run the Ready Bench</p>	<p>Seed Swimmers</p> <p>Run Validation Check</p> <p>Print Ready Area Report (Optional)</p> <p>Export Seedings to Home Team by 6:00 PM on the second day before the meet unless otherwise agreed to by both League Representatives</p>

B. SCRATCH / ADD PROCEDURES

Both Home and Visiting Teams Must participate in a scratch meet which shall be held at a reasonable time immediately before the commencement of the meet and not later than 30 minutes before the start of the meet, so as not to delay the start of the meet.



C. MEET PROCESSING

The Home Team will provide two computer persons for the scoring table. The Visiting Team will provide one computer person. These three people will alternate tasks of reader, data entry and verification of times. The scoring table procedure:

1. Runner takes completed lanes sheets and DQ Slips to the computer area.
2. Reader reads the times in lane order.
3. Data entry person calls back times while entering data. When event is complete, Verification Report is printed.
4. Verifier compares verification report to lane sheets. Event results and ribbon labels are printed. Results report goes to the announcer and ribbon labels go to the ribbon writers.
5. Each team's ribbon writer sorts and sticks labels on ribbons.

NOTE: The computer will alert the user to possible broken records. The record breaking lane sheet should be flagged and the Meet Referee's Signature along with the League Representative's signature should be obtained on the lane sheet as soon as possible. Record breaking time sheet should be forwarded to the League Commissioner of Records as soon as possible.

D. MEET COMPLETION

HOME TEAM	VISITING TEAM
<p>Compiling and completing meet results and transferring the results onto disk or other media for transfer to the Visiting Team.</p> <p>Transferring the meet results on disk or other media to the Commissioner of Records by 6:00 pm of the day following the meet</p> <p>Calling the meet results into the Sacramento Bee Sports Line by 4:00 pm On the day of the meet.</p>	<p>Bring necessary disks or other electronic media to the meet for receipt of meet results from the Home Team.</p>



V. Scoring

- A. Where there are more than six lanes being used during a meet, the scoring shall be limited to six lanes and Lane 1 and Lane 8 shall be non-scoring. Points will be awarded at all League dual meets for each official heat of individual and relay events as follows:

<u>Place</u>	<u>Individual Event</u>	<u>Replay Event</u>
1	5 points	7 points
2	3 points	0 points
3	2 points	0 points
4	1 points	0 points
5	0 points	0 points
6	0 points	0 points

- B. Ties will be scored as follows in individual events.
1. First place tie – four points each, no second place;
 2. Second place tie – two and one-half points each, no third place.
 3. Third place tie – one and one-half points each, no fourth place.
 4. Fourth place tie – one-half point each.
- C. A first place tie in a relay event will result in each team being awarded three and one-half points.
- D. No points will be awarded to the swimmer who has been disqualified.
- E. A swimmer who has not registered with the League is considered an illegal swimmer for the entire meet and all points scored by said swimmer, and any relay team upon which the swimmer participated, will be withdrawn and slower swimmers and/or relays will be award appropriate points.
- F. If a swimmer during a meet swims more than the maximum number of events allowed by these rules, the swimmer shall be automatically disqualified from all events in which the swimmer participated; and any relay teams upon which the swimmer competed during the meet shall also be automatically disqualified. Point reallocation in such an instance will occur as described in Section V.E. above.
- G. All entries from a Team entered in each official heat of an individual or relay event shall be eligible to score points.



VI. Deviations from USS Rules Governing Starts, Strokes and Turns

- A. There will be one false start per event allowed any swimmer for age groups 6 and under, 7-8 and 9-10. There will be no false starts allowed any swimmer for age groups 11 and older. A swimmer who is disqualified for a false start shall not be permitted to swim the event (not even unofficially).
- B. USS Rule 101.3 (B) governing backstroke starts is amended to read in part as follows:

“Prior to the command ‘take your mark’ and until the feet leave the wall at the starting signal, parts of both of the swimmer’s feet must be partially or fully submerged.

VII. Records

- A. The League’s Commissioner of Records shall maintain League and Conference records for each League swimming event. Unless the Board of Directors of the League decided otherwise, each time a record is tied or bettered, the League Commissioner of Records shall issue a Certificate of Record in recognition of the achievement.
- B. If more than one swimmer better a League record in the same race, both will be awarded Certificates of Records for bettering the previous record. The swimmer with the fastest time, however, shall be the new record holder.
- C. The Home Team Head Computer person shall forward the following information to the commissioner of records to verify new/tied record performances:
 - 1. Lane sheet signed by either all timers who recorded the swim or the Meet Referee.
- D. In order to establish League record, there must be three official times recorded.
- E. The Commissioner of Records shall update the records weekly during the season, and notify each Team’s head Computer person of any new records.



VII. Protests

Any protests concerning a ruling by any official at a meet shall be made to the Meet Referee by the League Board member, or alternate, of the Team making the protest. If neither the League Board member nor an alternate is present at the meet the protest may be made by a Team coach. In no event shall protests be lodged with any meet official other than the Meet Referee. The Meet Referee's decision is subject to appeal pursuant to Article XIV of the League Bylaws.

VIII. Officials

A. Each team will be responsible for providing the following officials to conduct the meet:

Home Team

Meet Director-Referee
Stroke-and-Turn Judges
Starter
Clerk of the Course
Head Timer
Lane Timers (12)
Lane Writers (6-optional)
Announcer
Head Computer and Reader
Runners – (2)
Ribbon Clerk

Visiting Team

Stroke-and-Turn Judges
Lane Timers (8)
Computer person (1)
Ribbon Clerk
Ready Area Coordinator

B. All meet officials must be identified by a badge which indicated the official's name and job title.

X. Conduct of the Meet

All provisions relating to meet conduct, including but not limited to responsibilities of the home Team, responsibilities of the visiting Team, pre-meet preparation, meet operation, qualifications of officials, individual wards, etc., shall be promulgated and adopted by the League's Board of Directors and added to these Rules by no later than February Board meeting.

XI. Miscellaneous Provisions

A. The use of starter pistols in lieu of Colorado System starter horns shall be allowed at all League meets.

B. Trophies shall be awarded to the teams placing first, second and third in Each League conference during the dual meet season.

C. Unless otherwise agreed to by the Teams participating in the Saturday morning dual meet, the first event of the dual meet shall commence at 8:30 AM



STROKES

Each of the four strokes have rules governing the proper way the stroke is to be swum. At every meet stroke and turn judges will be posted on each side of the pool checking each swimmer to make sure the stroke rules are being followed. Should a swimmer violate these rules in a race, he or she will be disqualified (DQ'd) from the race.

BACKSTROKE – The prime rule is that the swimmer must be on his/her back. This stroke starts with the swimmers in the water, gripping the pool edge or part of the diving block with part of each foot in the water. The swimmer may start with a back dive and remain underwater for up to 16.4 yards before surfacing. He/she may do any sort of the stroke or kick that does not turn him/her over the vertical position, except as part of a turn, before the wall is touched. On turns and at the finish, the wall must be touched by either swimmer's hand, head, foot or shoulder.

BREASTSTROKE – This stroke is the most formalized of the four. The swimmer may pull in any fashion that keeps the arms under water at all times, above their waist and with a simultaneous "frog kick" motion of both legs with the toes pointing outward. The swimmer is not allowed to flutter or dolphin kick (up and down motions with the feet). On starts and turns, the swimmer is allowed to take one pull and one kick underwater. When touching the wall for turns and when finishing, both hands must touch at the same time.

BUTTERFLY – The butterfly is similar to the breaststroke in that all movements must be simultaneous. The arms and legs must move together. The swimmer must bring his/her arms over the top of the water when recovering from the previous pull. The kick must be simultaneous, up and down movements of the legs (dolphin kick). As is the case with breaststroke, when turning and upon finishing, hands must touch the wall at the same time. When finishing, both hands must also touch the wall at the same level.

FREESTYLE – In a freestyle event the swimmer may do anything he/she likes to get from one end of the pool to the other. Nothing is barred, except for pulling along the ropes or grabbing another swimmer for a free ride. When touching the wall, any part of the body may be used. The swimmer need not touch with the hand. In a freestyle relay, the conventional freestyle stroke must be used.



EVENT DEFINITIONS

IM - Individual Medley, in the IM event the swimmer swims 100 yards total, 25 yards each in the order of Butterfly, Back Stroke, Breast Stroke and Free-style. All four strokes must start and finish as 25 yard events – no flips turns after any of the strokes, two hand touches at the end of the butterfly and breaststrokes.

MEDLEY - Medley Relay, A four swimmer relay race. Each swimmer swims one leg of the race in the order of Backstroke, Breaststroke, Butterfly and Freestyle. Total yards required to swim for each swimmer differs among age groups.

FREE RELAY – Four swimmers each swimming their leg of the relay, freestyle.

SCRATCH – A swimmer is not allowed to swim in a scheduled meet due to tardiness and/or disciplinary reasons.

DQ – Disqualified, a swimmer is DQ when an infraction has occurred during a defined stroke event. Butterfly, Breast and Backstrokes have defined stroke rules. Free style is simply as stated FREE-STYLE, a swimmer can swim any stroke on free-style events, as long as it was cleared with the head coach, all other rules apply.

READY BENCH – Area where the swimmers meet before proceeding to the starting of the race.

FALSE START – When a swimmer leaves the starting block before the official start of any race.

DUAL MEET – A regular scheduled swim meet between two teams competing against each other.

CHAMPIONSHIP – End of the season, two day, competitions between all teams in their conference.

MEET OF CHAMPIONS – All swimmers who make finals have the right to swim in the meet of champions, there is a minimal cost and information will be available prior to the end of the season. There is also a time standard for those who don't make finals but meet the time standard which will be made available closer to the end of the season.

EVENT – A particular stroke for each individual age group.

HEATS - The number of races swam in a specific event per age group.





SWIM CHAMPIONSHIPS

- φ The Northern California Swim League conducts a championship meet at the conclusion of each swim season. All member clubs are invited to participate. These are the same teams we swim against in the League Dual Meet Season.
- φ In order to swim in a League Championship, a league participant must swim in at least two events in at least two league dual meets during the regular season.
- φ A swimmer may enter all of the individual events in his age group, and may participate in one freestyle relay and one medley relay. The A Freestyle Relay team is made up of the four fastest freestyle swimmers in each age group (**at the coaches discretion**). The next four fastest swimmers will constitute the B Relay team and so forth for additional relay teams. The A Medley Relay team is made up of the four fastest swimmers of each stroke.
- φ This meet lasts for two entire days, Saturday and Sunday. (Exception: 6 & Unders only swim on Saturday) Preliminary heats are conducted in the morning with the finalists competing in the afternoon. Saturday's events include the individual medley, short freestyle, backstroke, medley relay and 6 & under freestyle relay. Sunday's events include long freestyle, breaststroke, butterfly and freestyle relay. Parents should come prepared for a long, hot day.
- φ Food and beverages may be purchased throughout the day. A tent or canopy will be available for the swimmers providing a covered and shaded rest area.
- φ All finals participants shall receive place medals. Each member of a relay team that competes in finals shall receive a place medal. A high-point trophy will be awarded to the high-point boy and girl in each age group. Team trophies shall be given to the teams placing first, second and third at championships.
- φ More detailed information regarding the finals will be available prior to the meet.

West Sacramento Dolphins Team Records As of 8/1/09



Event	Age Group	SWIMMER'S NAME	Time	Date
100 Yd Free Relay	6-U Co-Ed	J. Beatty, A. Hill B. Linder, E. Montez	1:30.38	6/17/95
100 Yd Med Relay	Girls 7-8	C. Carroll, K. Talbott, H. Willover, G. Sahs	1:21.10	6/16/07
100 Yd Med Relay	Boys 7-8	Z. Alafranji, J. Ruffalo-Burgat, D. Sewell, B. Tomasello	1:27.96	7/18/09
100 Yd Med Relay	Girls 9-10	C. Carroll, G. Sahs, H. Willover, J. Whitfield (Eureka Conference Record)	1:08.41	7/18/09
100 Yd Med Relay	Boys 9-10	B. Wright, N. Sy G. Oliphint R. Dela Rosa	1:13.85	6/20/09
200 Yd Med Relay	Girls 11-12	K. Shower, L. Yeargin M. Hendricks, A. Lang Cof *	2:13.33	7/27/02
200 Yd Med Relay	Boys 11-12	D. Lewis, J. Marquez, M. Russell, H. Hartman	2:24.80	7/18/09
200 Yd Med Relay	Girls 13-14	B. Rojo, J. Krishan, A. Ringor, R. McNeil	2:06.14	7/26/08
200 Yd Med Relay	Boys 13-14	Y. Chekin, W. Paige T. Jones, M. Bennett MOC	2:05.70	8/07/04
200 Yd Med Relay	Girls 15-18	E. Oliphint, K. Snow B. Rojo, R. McNeil	2:02.54	7/18/09
200 Yd Med Relay	Boys 15-18	A. Bouché, M. Bennett, W. Paige, T. Jones	1:47.68	7/26/08



100 Yd I.M.	Girls 9-10	M. Hendricks Cof *	1:16.96	7/08/00
100 Yd I.M.	Boys 9-10	J. Greenough	1:24.47	7/17/04
100 Yd I.M.	Girls 11-12	B. Rojo	1:10.16	7/29/06
100 Yd I.M.	Boys 11-12	J. Greenough	1:11.06	7/29/06
100 Yd I.M.	Girls 13-14	B. Rojo Cof	1:06.21	6/21/08
100 Yd I.M.	Boys 13-14	Andrew Lang MOC	1:02.60	8/02/03
100 Yd I.M.	Girls 15-18	B. Rojo	1:05.48 F	7/18/09
100 Yd I.M.	Boys 15-18	A. Bouché	58.34	7/26/08
25 Yd Short Free	Girls 6-U	B. Rojo Cof	17.50	7/15/00
25 Yd Short Free	Boys 6-U	G. Oliphint	20.74	7/30/05
25 Yd Short Free	Girls 7-8	B. Rojo	15.41	5/18/02
25 Yd Short Free	Boys 7-8	D. Wampler Cof	15.13	7/21/01
25 Yd Short Free	Girls 9-10	J. Whitfield (Eureka Conf)	13.71	7/18/09
25 Yd Short Free	Boys 9-10	D. Wampler	13.98	7/19/03
50 Yd Short Free	Girls 11-12	B. Rojo	27.09	7/29/06
50 Yd Short Free	Boys 11-12	J. Greenough	27.91	7/29/06
50 Yd Short Free	Girls 13-14	R. McNeil Cof	25.54	7/26/08
50 Yd Short Free	Boys 13-14	Andrew Lang Cof & MOC	24.10	8/02/03
50 Yd Short Free	Girls 15-18	R. McNeil (Eureka Conf)	25.73 F	7/18/09
50 Yd Short Free	Boys 15-18	A. Bouché Cof	22.28	7/26/08
25 Yd Backstroke	Girls 6-U	B. Rojo	23.12	7/22/00
25 Yd Backstroke	Boys 6-U	D. Wampler	25.03	7/19/99
25 Yd Backstroke	Girls 7-8	B. Rojo MOC	19.30	8/04/02
25 Yd Backstroke	Boys 7-8	D. Wampler	19.72	7/21/01
25 Yd Backstroke	Girls 9-10	B. Rojo	17.06	6/12/04
25 Yd Backstroke	Boys 9-10	D. Wampler	18.26	6/29/02
50 Yd Backstroke	Girls 11-12	B. Rojo	32.97	7/08/06



50 Yd Backstroke	Boys 11-12	A. Hendricks	35.70	7/19/98
50 Yd Backstroke	Girls 13-14	B. Rojo Cof	29.72	7/26/08
50 Yd Backstroke	Boys 13-14	Andrew Lang	30.39	7/19/03
100 Yd Backstroke	Girls 15-18	B. Rojo	1:06.10	6/13/09
100 Yd Backstroke	Boys 15-18	A. Bouché	1:02.30	7/26/08
50 Yd Long Free	Girls 7-8	B. Rojo Cof	34.92	7/28/02
50 Yd Long Free	Boys 7-8	D. Wampler	35.09	7/22/01
50 Yd Long Free	Girls 9-10	M. Hendricks Cof	29.72	7/23/00
50 Yd Long Free	Boys 9-10	D. Wampler	31.48	7/28/02
100 Yd Long Free	Girls 11-12	B. Rojo	1:00.19	7/30/06
100 Yd Long Free	Boys 11-12	H. Hartman MOC	1:00.72	8/1/09
100 Yd Long Free	Girls 13-14	B. Rojo Cof	55.82	7/27/08
100 Yd Long Free	Boys 13-14	Andrew Lang MOC	52.73	8/03/03
100 Yd Long Free	Girls 15-18	B. Rojo	56.18 F	7/19/09
100 Yd Long Free	Boys 15-18	A. Bouché	50.95	7/27/08
25 Yd Breaststroke	Girls 7-8	S. Risher	21.87	7/18/04
25 Yd Breaststroke	Boys 7-8	J. M. Ruffalo- Burgat Cof & MOC	20.72	8/1/09
25 Yd Breaststroke	Girls 9-10	T. Lucila- Poydras	17.84	7/29/07
25 Yd Breaststroke	Boys 9-10	J. Ulatan	19.27	7/19/98
50 Yd Breaststroke	Girls 11-12	S. Risher	36.26	6/28/08
50 Yd Breaststroke	Boys 11-12	J. Greenough	36.96	7/30/06
50 Yd Breaststroke	Girls 13-14	S. Risher	34.72 F	7/19/09
50 Yd Breaststroke	Boys 13-14	J. Ulatan	31.66	7/28/02



100 Yd Breaststroke	Girls 15-18	S. Paige MOC	1:14.44	8/03/03
100 Yd Breaststroke	Boys 15-18	M. Bennett Cof	1:06.14	7/29/07
25 Yd Butterfly	Girls 7-8	B. Rojo Cof	16.69	6/22/02
25 Yd Butterfly	Boys 7-8	D. Wampler	19.54	7/22/01
25 Yd Butterfly	Girls 9-10	B. Rojo	14.68	7/18/04
25 Yd Butterfly	Boys 9-10	D. Marquez	16.93	7/15/06
50 Yd Butterfly	Girls 11-12	B. Rojo	30.39	7/30/06
50 Yd Butterfly	Boys 11-12	W. Paige MOC	33.76	8/03/03
50 Yd Butterfly	Girls 13-14	B. Rojo	28.13	7/27/08
50 Yd Butterfly	Boys 13-14	W. Paige	28.30	7/31/05
50 Yd Butterfly	Girls 15-18	B. Rojo (Eureka Conf)	28.26 F	7/19/09
50 Yd Butterfly	Boys 15-18	W. Paige	24.73 F	7/19/09
100 Yd Free Relay	6-U Co-Ed	J. Beatty, A. Hill B. Linder, E. Montez	1:30.38	1997
100 Yd Free Relay	Girls 7-8	R. McNeil, E. Oliphint, J. Krishan, B. Rojo	1:12.64	7/28/02
100 Yd Free Relay	Boys 7-8	H. Jarvis, D. Sewell, J. Robinson, J. Ruffalo-Burgat	1:16.94	7/27/08
100 Yd Free Relay	Girls 9-10	G. Sahs, H. Willover C. Carroll, J. Whitfield (Eureka Conference Record)	58.28	7/19/09
100 Yd Free Relay	Boys 9-10	B. Wright, Q. Riedel, R. Dela Rosa, G. Oliphint	1:01.93	7/11/09
200 Yd Free Relay	Girls 11-12	K. Shower, L. Yeargin, A. Lang, M. Hendricks MOC	1:54.11	8/04/02
200 Yd Free Relay	Boys 11-12	J. Marquez, K. Silva D. Lewis, H. Hart Hartman MOC	2:00.94	8/1/09



200 Yd Free Relay	Girls 13-14	R. McNeil, E. Oliphint, A. Ringor, B. Rojo	1:51.41	6/21/08
200 Yd Free Relay	Boys 13-14	Z. DeMotte, D. Marquez, J. Tiller, S. Liffing	1:48.68	7/19/09
200 Yd Free Relay	Girls 15-18	B. Rojo, A. Ringor, E. Oliphint, R. McNeil (Eureka Conference Record)	1:47.52	7/19/09
200 Yd Free Relay	Boys 15-18	M. Bennett, W. Paige, T. Jones, A. Bouché	1:35.64	7/27/08

**WEST SACRAMENTO DOLPHINS TEAM RECORDS
Through 8/1/09**