



**acac** Dolphins Summer  
Swim Team

Summer 2022

# ACAC SUMMER SWIM TEAM CHECKLIST

Please complete and email pages 1-7 to **Sarah Smith (adventurecentralville@acac.com)** or hand to her in person at Adventure Central or the Waterpark weekdays from 1-6pm. **DO NOT TURN IN TO ANY OTHER LOCATION OR PERSON. All forms, online registrations, and payments must be completed and turned in for your swimmer to swim with acac.**

**Page 1:** JSL Form – one per family – **Swimmer is not allowed to practice or participate in meets until completed.** First meet is June 15 (depends on team agreement) - Form needs to be turned in by June 3rd to be eligible to swim with acac.

**Page 2:** Swim Meet form – **Complete one per swimmer** - If Coach Bridget does not have a completed form, she will not enter your swimmer in swim meets. If your swimmer does not want to swim in swim meets, still turn in form with this information on it.

**Page 3:** Photo consent form

**Page 4:** Code of Conduct

**Page 5:** Transport Authorization form – one per family only if your swimmer(s) will be participating in acac afterschool/camp/preschool and need to be picked up/dropped off for swim team practices. If this form is not completed acac swim coaches MAY NOT transport swimmers to and from practices.

**Page 6:** COVID waiver - this form may also need to be completed prior to attendance at meets.

**Page 7:** Payment Authorization form

**Saturday May 21, 2022 - 12:00- 2:00pm** – Open House and Swim Suit fitting. Can't make it? Rivanna Gear will be doing pop-ups and online orders to get you the suit your swimmer needs. Swim team open house/swimmer evaluation. New swimmers must complete evaluation in order to secure spot on team. Swimmers 8 and under must complete 25 M unassisted and swimmers 11 and older must complete 50 M unassisted (no coach, kickboard or water wings). If a swimmer is not able to complete the requirement, we ask that the swimmer attend swim lessons. If a swimmer progresses out of swim lessons and there is room in their age group practice, we may allow late entrants to the team.

**Monday, May 23** – Weather depending - 1st practice - all practices will be held at the acac Waterpark – 200 Four Seasons Drive (swimmers must be acac members, acac team member, 8 week or more camper and or acac preschool member)

**Friday June 3** – LAST DAY to turn in completed packet in order to be a member of the 2022 acac summer swim team program.

## **Team practices**

Due to space restrictions – swimmers may only attend 1 practice a day.  
We will work hard to keep siblings together in same lane if skill level is similar.

### **May 23 – June 11 – Monday thru Friday**

4:30 – 5:00pm – 8 and unders

5:00 – 6:00pm – 9-12 year olds

6:00 – 7:15pm – 13 and olders

### **June 13 – July 28th – Monday thru Friday AM practice schedule**

These should be the main practice time for swimmers, as swim team has use of the entire pool for most of these practices. PM practices should be left open for swimmers whose parents work, or swimmers who are at another camp, etc.

8:00 – 9:15am – 13 and older practices

9:15 – 10:15am – 9-12 year old practices

10:15 – 11:00am – 8 and under practices

### **June 13 – July 28th – Monday, Tuesday and Thursday PM practice schedule**

Acac will not transport swimmers to and from these practices from acac camp.

4:30 - 5:00pm – 8 and under

5:00 – 5:45pm – 9 -12 year olds

5:45 – 6:30pm – 13 and older

Team website: <https://acac.com/charlottesville/programs-events/aquatics/swim-team/>  
[www.jsl.org](http://www.jsl.org) – for all information relating to our swim league.

JSL Registration Form 2022

# acac 2022 Swim Team - Swimmer Code of Conduct

Last name: \_\_\_\_\_

- All individuals associated with our acac swim team must remember our primary responsibility is to promote the sport of swimming in a positive environment.
- Each **acac** swimmer will represent themselves in an exemplary manner at all **acac** swimming related activities.
- Each **acac** swimmer will encourage the sport of swimming at all times. SPORTSMANSHIP is a core value and expected at all times.
- Each **acac** swimmer will respect the sport of swimming: respect their teammates, their coaches, their opponents, the officials and the volunteers/employees at home and away meets.
- Each **acac** swimmer will promote themselves, their teammates, and their competitors in a positive way.
- Each **acac** swimmer will win with humility and lose with dignity.
- Each **acac** swimmer will remember that they are HOSTS at our home pool and GUESTS at away pools. Please keep any facility that you visit, whether acac, or an away meet, the same way it was found. Please clean up after yourself. Destruction of property will not be tolerated.
- Each **acac** swimmer will remember that they are at practices and meets to swim their best: not to play, wander off, or to get into trouble. When you are not swimming, sit with your team, cheer for your teammates, eat healthy snacks, drink water, and get yourself ready to swim your next race. Electronic devices will only be allowed for emergency purposes during your swim session.
- Each **acac** swimmer will refrain from bullying, foul language, violence, behavior deemed dishonest, offensive or illegal.
- Running, pushing, general horseplay, or an activity deemed inappropriate by the acac/ host team staff will not be tolerated.
- Each **acac** swimmer will remember at ALL times that they are acac swimmers and regardless of where they are, they will be representing **acac** at all times.
- Behavior that reflects poorly on the sport of swimming, and/or acac will not be tolerated. Violation of any portion of this code may result in certain consequences (suspension from practices, meets, and/or facilities). Consequences will be determined by **acac** coaches and **acac** managers.

My signature below constitutes an unconditional agreement to comply with the **acac** Code of Conduct and any disciplinary actions that may be taken.

Swimmer(s) signature: \_\_\_\_\_ Date \_\_\_\_\_

Parent/guardian signature: \_\_\_\_\_ Date \_\_\_\_\_

# acac Swim Team Permission for Transport

Participants Full Name:	Age	Grade
Parent's Full Name:	School:	
Emergency Contact #:	Email:	

This form needs to be completely only if your swimmer(s) needs transportation to and from swim practices and game days. Note transportation will not be available to swim meets and to other activities. If this form is not completed your swimmer(s) will not be allowed to go to swim team practice.

## May 23 - June 10

8-and-under swimmers will only be the only swimmers transported to swim practice during preseason and will only be transported for the 4:30pm and 5:00pm practices and must be picked up at the pool by 5:00pm and 6:00pm respectively and signed out by parent with coach.

## June 13 - July 28

Morning swim practices: Transport begins at 7:45 am for 8:00am practices and will continue throughout the morning for scheduled practice times. If your swimmer swims before 8:00 am please bring them straight to the pool. We will transport those swimmers who need to get back to Adventure Central.

**Please note:** Coaches will ask if your swimmer(s) would like to go to practice. If your swimmer declines and the coach asks again and the swimmer still declines, they will not transport them. Please update Coach Helen with any changes to your camper's schedule that will affect their transportation to and or from swim practice.

I give permission for my child \_\_\_\_\_ to participate in the **acac** Summer Swim Team Program,

I consent to the following: For my child to be transferred from the acac licensed program that they are enrolled in - please circle all that apply (**acac** Summer Camp, **acac** Preschool, or **acac** Afterschool) to **acac** Summer Swim Team Program (which is not a licensed program) by a member of the staff. I understand that the swim team is a non-licensed program, and will be conducted according to the swim team consent and agreement procedures.

Parent/Guardian Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

# JEFFERSON SWIM LEAGUE SWIMMER REGISTRATION

(Please print NEATLY with a ball-point pen and press hard)

Learn more about the JSL at [www.jsl.org](http://www.jsl.org)

Enter Swimmer's Name(s) and **COMPLETE** information below:

TEAM ABBREVIATION \_\_\_\_\_

LAST NAME	FIRST NAME	MI	PREFERRED NAME	BIRTH DATE mm/dd/yyyy	SEX	AGE on 6-1

**SWIMMER'S CONTACT INFORMATION:**

STREET ADDRESS	BEST PHONE
CITY and ZIP	EMAIL ADDRESS

PARENT #1 Full Name	
PREFERRED NAME	
BEST PHONE	
EMAIL ADDRESS	

PARENT #2 Full Name	
PREFERRED NAME	
BEST PHONE	
EMAIL ADDRESS	

Team Name \_\_\_\_\_ Club Member Number \_\_\_\_\_ Team Fee \$ \_\_\_\_\_ Paid \_\_\_\_\_

**Approximately 30 parents are needed from each team to help at every swim meet !!  
WE NEED YOUR HELP!! Place an "M" for mother and/or "F" for father beside position wanted:**

\*MEET DIRECTOR \_\_\_\_\_ \*STROKE & TURN \_\_\_\_\_ \*STARTER \_\_\_\_\_ CLERK-OF-COURSE \_\_\_\_\_ TABLE \_\_\_\_\_  
 REFRESHMENTS \_\_\_\_\_ SWEEP JUDGE \_\_\_\_\_ TIMER \_\_\_\_\_ RUNNER \_\_\_\_\_ \*COMPUTER OPERATOR \_\_\_\_\_  
 FALSE START ROPE \_\_\_\_\_ \*REFEREE \_\_\_\_\_ NO EXPERIENCE, BUT WANT TO HELP \_\_\_\_\_  
 (\*Requires Class)                      Learn more about these positions on [www.jsl.org](http://www.jsl.org)

Does any swimmer have special health conditions, allergies, or disabilities? \_\_\_\_\_  
 \_\_\_\_\_ (May attach additional sheet(s) if needed.)  
 Swimmer's Physician \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
 Emergency contact other than parent \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
 Is swimmer covered under a health insurance policy? NO YES (MUST circle one)

**By initialing the boxes below, the parent(s) acknowledge that they have read and agree with the applicable paragraph.**

JSL Swim Meets and the Championship are considered to be public events. During the swim season photographs and videos which embody the spirit and competition of the Jefferson Swim League are occasionally taken of swimmers and other participants. Your signature at the bottom of this form authorizes the JSL to print, publish and display pictures or videos of you, other members of your family, and the swimmers registered above in various JSL publications, on the web site [www.jsl.org](http://www.jsl.org), digital media (e.g. Facebook, etc.), and other public media. This consent applies to JSL-affiliated events only. Individual teams may choose to regulate the use of photos and videos taken at team-only functions. If you do not want your child photographed, contact your team's JSL Representative.

I have received, read, and understand the USAS Concussion Information Sheet.

Each of the undersigned fully understands the known risks of injury or death involved in participating in any sport, including swimming, and knows that all risks may not be fully known or disclosed. Each hereby assumes the risk of any known or unknown injury, loss, claim, cost, or other risk of loss both personally and those that may arise involving their child, both known and unknown. Each hereby agrees to indemnify and hold harmless JSL, its officers, directors, employees and agents from any and all losses, costs, judgments, settlements or other losses, including attorney fees, resulting from any injury or claim made involving my child or by anyone acting in any judicial or legal capacity on behalf of my child.

The invalidity, illegality or enforceability in any jurisdiction of any provision in or obligation under this agreement shall not affect or impair the validity, legality or enforceability of any of the remaining provisions or obligations herein. This agreement shall be governed by and shall be constituted and enforced in accordance with the laws of the Commonwealth of Virginia and any court or judicial action shall be required to be heard in the Circuit Court for the County of Albemarle, without regard to conflict of laws principles.

All adults with any custodial rights must sign below:

Parent Signature(s) \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

mo day yr

(White original stays with team, copy goes to JSL with fee)

Revised 3/9/2020

# 2022 ACAC SUMMER SWIM TEAM SWIMMER MEET AVAILABILITY

Fill out one form per swimmer.

Return completed form to Sarah Smith ([adventurecentralcville@acac.com](mailto:adventurecentralcville@acac.com)) prior to June 8th. After that point, all changes must go in writing to Coach Bridget.

- This form is mandatory.
- If this form is not completed, Coach Bridget will not enter your swimmer in the meet.
- If your swimmer's availability changes, you must email Coach Bridget by the Friday before the meet.
- All meets are subject to change.

Swimmer's Name: \_\_\_\_\_

Swimmer's age on June 1, 2022: \_\_\_\_\_

\_\_\_Y\_\_\_N      Wed June 15      at City

\_\_\_Y\_\_\_N      Wed, June 22      at Fairview

\_\_\_Y\_\_\_N      Wed, June 29      vs Boar's Head Sports Club

\_\_\_Y\_\_\_N      Wed, July 6      vs Forest Lakes

\_\_\_Y\_\_\_N      Wed, July 13      vs Fry Springs Beach Club

\_\_\_Y\_\_\_N      Wed, July 20      at Crozet Gators

\_\_\_Y\_\_\_N      July 29 - July 30      JSL CHAMPS (refer to [www.jsl.org](http://www.jsl.org) for all information pertaining to the league and to Championship meet)

# ACAC PHOTO CONSENT FORM

One of the ways that we celebrate our team and swimmer achievements is via photography and/or video. We at acac are committed to ensuring that even as we recognize our accomplishments, we also protect your swimmer(s).

acac uses photographs and video (individuals, groups) of swimmers under the age of 18 that may include your child during their membership with our Club. All photographs will be taken and published in line with Club policy.

The Club requires parental / guardian consent to take and use those images. Parents and guardians have a right to refuse photographing / videoing their child.

I am the parent / guardian of (include First and Last Name for each child):

_____	_____
_____	_____
_____	_____

For the child/children listed above, I give the following permissions:



## Photo/Video Release Form

I GIVE PERMISSION FOR THE PHOTOGRAPHS AND VIDEO OF _____ TO BE USED BY (Please print name of subject) ATLANTIC COAST ATHLETIC CLUBS OF VIRGINIA, INC. FOR PROMOTIONAL PURPOSES (E.G. NEWSLETTERS, BROCHURES, NEWS RELEASES, DISPLAYS).	
NAME OF CONSENTER (Please Print)	
RELATION TO SUBJECT	
DATE	
FULL ADDRESS	
HOME PHONE	CELL PHONE
SIGNATURE	



## PAYMENT RELEASE FORM

1. In order for children to be able to swim on **acac** summer swim team the swimmer must be acac members, **acac** team member, 8 week or more camper and or **acac** preschool member.
2. All program fee payments will be charged to credit card on your account or listed on June 11.
3. Current credit/debit card information must be on account at **acac**.
4. Cost includes includes t-shirt and latex cap (silicone extra cost – can be purchased at acac waterpark)
5. Team suit approximately \$80 female, \$60 male – Can be purchased from Rivanna Gear.
6. Withdrawal from the program must be submitted to **Sarah Smith via email [adventurecentralville@acac.com](mailto:adventurecentralville@acac.com)**.
7. I understand swim team fees associated with this program:

### Payment Authorization

<b>INFORMATION:</b>				
NAME		Participants name:		
<b>COST:</b>				
<b>SWIMMER #1: \$225</b>				
<i>Each additional swimmer is 10% discount.</i>				
<b>ACAC team member: \$55</b>				
<b>CREDIT CARD DEBIT INFORMATION</b>				
NAME ON CARD				
CARD TYPE	VISA	MASTERCARD	DISCOVER	AMERICAN EXPRESS
CARD NUMBER			EXPIRATION DATE	
<b>SIGNATURE:</b>				
NAME			DATE	



## ASSUMPTION OF RISK WAIVER - JEFFERSON SWIM LEAGUE 2022

We have taken enhanced health and safety measures for all attending this event however we cannot guarantee you that you will not become infected with COVID-19. You must follow all posted instructions while visiting acac. An inherent risk of exposure to COVID-19 exists in any public place where people are present. COVID-19 is an extremely contagious disease that can lead to severe illness and death. According to the Centers for Disease Control and Prevention, senior citizens and individuals with underlying medical conditions are especially vulnerable. By attending this meet (the "Event"), you acknowledge for yourself and/or for your minor child the contagious nature of COVID-19 and voluntarily assume all risks related to your and/or or your minor child's exposure to COVID-19 and you are freely and voluntarily, without duress, and for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, agree to the terms of this Waiver and Acknowledgement.

- Jefferson Swim League and **acac** (venue) (collectively, the "Parties") shall be held free and harmless from any and all liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the Event.
- You covenant not to sue and agree to defend, indemnify, and hold each of the Parties harmless from any and all claims asserted by you or by or on behalf of your minor child against any of the Parties relating to exposure to COVID-19 in connection with the Event.
- An inherent risk of exposure to COVID-19 exists in any public place where people are present. COVID-19 is an extremely contagious disease that can lead to severe illness and death. According to the Centers for Disease of Control and Prevention, senior citizens and individuals with underlying medical conditions are especially vulnerable.
- he Parties cannot prevent you or your minor child from becoming exposed to, contracting, or spreading COVID-19 while participating in Jefferson Swim League sanctioned events. It is not possible to prevent against the presence of the disease. Therefore, if you or your minor child participates in a Jefferson Swim League sanctioned event, you may be exposing yourself or your minor child to and/or increasing your risk of contracting or spreading COVID-19.
- BY ATTENDING OR PARTICIPATING IN THIS EVENT, YOU VOLUNTARILY ASSUME ALL RISKS ASSOCIATED WITH EXPOSURE TO COVID-19.
- BY ATTENDING OR PARTICIPATING IN THIS EVENT, YOU FOREVER RELEASE AND HOLD HARMLESS THE JEFFERSON SWIM LEADGE AND \_\_\_\_\_  
\_\_\_\_\_ (venue) AND EACH OF THEIR OFFICERS, DIRECTORS, AGENTS, EMPLOYEES OR OTHER REPRESENTATIVES FROM ANY AND ALL LIABILITY OR CLAIMS FOR PERSONAL INJURIES, DEATH, DISEASE OR PROPERTY LOSSES, OR ANY OTHER LOSS INCLUDING BUT NOT LIMITED TO CLAIMS OF NEGLIGENCE AND GIVE UP ANY CLAIMS YOU MAY HAVE TO SEEK DAMAGES, WHETHER KNOWN OR UNKNOWN, FORESEEN, OR UNFORESEEN, IN CONNECTION THEREWITH.
- This acknowledgement and waiver shall be governed by and interpreted in accordance with the laws of the Commonwealth of Virginia. In the event that any clause or

provision here of shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this acknowledgment and waiver, which shall continue to be enforceable.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

# PARENT RESPONSIBILITIES

## Practice is held rain or shine!

We will use **Calling Post**, a texting service, to replace TeamSnap as our primary method of communication.

Once registered, we will connect you with how to sign up for our group!

- Practices are not mandatory. Please note that during the first three weeks of afternoon practices there are two different practice times for 8 and under swimmers. Your 8 and under swimmer may attend either practice that fits your schedule. We ask that they do not attend both.
- If a parent leaves during practice it is their responsibility to make sure their swimmer is picked up promptly at the end of practice.
- If your child needs to leave practice early, please inform your swimmer's coach before leaving.
- acac Afterschool, acac Summer Campers and acac Preschool swimmers will be transported to and from swim team practices (no meets or other swim team activities) by an acac team member. Please sign the attached release to allow the release of your child from acac licensed programs to swim team. Swimmers won't be transported to any swim team practice without a signed release and swimmers will not be transported to swim meets from camp/preschool or Thursday afternoon activity.
- Parents are expected to work half of each swim meet in which their child swims. Contact our Parent Volunteer Coordinator to sign up for volunteer roles. We will use Calling Post to communicate about volunteer needs.
- Swim meets generally run approximately 4 hours (weather can affect the start time). Swimmers are expected to be at the pool at the time directed by a coach. Please do not leave the swim meet early without notifying our coaches. Even if weather is questionable, we try hard to finish a meet on the day that it's scheduled.
- Preparing for Swim Meets
- Parents need to report to their meet duty assignment in a timely manner. If you cannot work a scheduled meet, try and find a sub and please contact our Parent Volunteer Coordinator, as soon as possible. If we do not have enough volunteers during a meet, the meet will last longer.
- Swim team members that are in acac Summer Camp or acac Preschool may not be transported to swim meets by coaches.
- Inclement weather may postpone the start meet or end a meet early. We typically try not to make decisions about rescheduling a meet until after 8:00pm. We understand that may be late for some swimmers and we understand if they need to leave (please inform a coach if leaving early), but it is easier to conduct the meet on the day it's scheduled, then it is to try and reschedule it for another day. We can swim in the rain, but not thunder and lightning.
- In case of thunder during practice/meet, you may stay on the upper deck premises of the Waterpark. In case of lightening during practice/meet, we ask that you leave the Waterpark.

- and sit in your vehicle. We will let you know when the meet is ready to resume via Calling Post.
- Have swimmers report to the basketball court during home meets so coaches can check them in. acac families typically set up on the basketball side of the pool.
- Swim meets are not required by swim team members, but our coaches strongly encourage it. If you have a swimmer(s) that is hesitant about swimming in the meets, please let the coaches know so we can spend some time with that swimmer. If they are still uncertain about swimming in meets, have them come watch their first meet so they understand what goes on.
- Help your younger child prepare prior to their race(s), i.e., Encourage them not to turn onto their belly during a backstroke race prior to touching the wall. Encourage them to touch the wall at the end of their race before they touch the bottom of the pool. Encourage them to touch the wall with two hands if swimming a breaststroke and/or butterfly race.
- If you have a swimmer that needs extra assistance, i.e., needs to swim in the outside lane, please let Coach Bridget know prior to the meet so she can inform the Referee and make appropriate accommodations.
- Approved swim meet attire consists of: acac team suit, acac cap, and goggles. Swim shirts and female suits that tie in the back is not permitted.
- Check the swim team bulletin board for swim meet information.
- Make sure your swimmer has checked in with the coaches upon arrival to the meet and has checked the event sheets. Relays will be finalized during check-in and meet warmups – please note relays are always subject to change. Be aware of the order of events and when your child will swim. An email will be sent out the week of the meet with the entries. Please write on your swimmer's events on their arm. It should look something like this: E 21 – 25 FR – H 1 – L1 (this means your swimmer is entered in event 21 (25free) and scheduled to swim in Heat 1, Lane 1. Once your swimmer goes to Clerk of Course, their heat and/or lane may change to help consolidate the meet.
- Swimmers need to report to the Clerk of Course on time before each event. At the Clerk of Course, please help to remind your swimmer to stay in their assigned spot, unless asked to move by a Clerk, and to speak quietly. After that, please allow Clerk due to their job and leave if possible. It gets crazy and loud at the Clerk of Course with up to 60 swimmers there at any given time. Adding parents to that invites confusion.
- If your swimmer misses a race and would like to try and still swim it, please notify Coach Bridget as soon as possible so she can check to see if the referee will allow your child to swim in another heat.
- Make sure your swimmer has extra towels, goggles, warm clothes and healthy snacks.
- If your child will not be attending a swim meet, it is the responsibility of the parents to inform the coaches a minimum of 5 days before the swim meet and update the information in.

### **Swimmer Responsibilities**

- Swimmers need to behave appropriately and with good sportsmanship at all times (stay in the pool until the last swimmer has finished the race, cheer on all swimmers, etc.). No trash talk, no angry gestures. If coaches find out that unsportsmanlike conduct has occurred, we have the choice to bench the swimmer for the remainder of the meet.
- The slide pool and baby pool are not open during meets. Horseplay will not be tolerated during the meets.

- Let the coach know if you need to arrive late or leave early from a meet. If your child is in a relay and they leave early, it means three other swimmers may lose their opportunity to swim in a relay.
- Check in with your coach when you arrive to practice (meet) and check out with your coach when you leave practice (meet).
- Make the most of your swim practices.
- Be supportive and respectful of all swimmers and all coaches.
- Good sportsmanship is required at all times.
- Come to meets prepared to do your best, have fun and support all other swimmers.
- Swimmers need to report to the coaches before each of their races to discuss race strategies and after each event for feedback.
- MOST OF ALL....HAVE FUN!!!

### **Parking at home meets:**

Please leave closest spots at the acac Waterpark for the visiting team. Do not park in NO PARKING zones or in apartment complex spots that are not reserved for swim meets - you will be towed! Home swim meets are a very busy time with swim teams arriving, and summer camp and acac preschool leaving. Please be patient and plan to arrive early. Please refer to [www.jsl.org](http://www.jsl.org) for directions to away meets.

# PARENT VOLUNTEERS NEEDED!

**It takes at least 80 parents for each home swim meet!** For each meet we need one parent volunteer per family to work job(s) that are simple. Our parents are crucial to the success of our team! It is essential for a successful season to have involved parents. No experience is necessary to be a volunteer. Each family needs to have at least one person volunteer at least one half of each meet your child swims. If we do not have enough volunteers the meets will stop until we can fulfill these positions. Parents will have the opportunity to sign up for meet duties during registration and online. Once JSL champs arrive, a team will be fined by points for positions not filled. Please don't let this happen to us.

## Volunteer Duties:

**Parent Volunteer Coordinators** – is in charge of working with parents and swim team to organize volunteers throughout the summer for all meets and any additional needs.

**Swim Team breakfast** – This breakfast is provided to the swimmers on the Wednesday morning before Champs. We will need at least 2 parents to lead this project up. TBD.

**JSL ad-** Is in charge of acquiring monies and advertisement for the JSL heat sheet.

**Bulletin Board** – Helps the coach responsible with the set up and weekly maintenance of the bulletin board.

All Jobs listed have video link: <http://www.jsl.org/support.php?section=workers>

## The following jobs require prior training:

**Meet Director** – Supervises all home meets and ensures that meets are conducted in accordance with the JSL Bylaws and technical rules.

**Computer Operator** – Inputs data from events and runs labels. (Need 2 per meet)

**Head of Table** – Ensures that all materials for scoring are available and that rules are followed regarding scoring and averaging times, etc. (Need 2 per meet)

**Starter** – Calls events to the clerk of course, announces events, and signals swimmers to take their position. (Need 2 per meet)

**Clerk of Course** – This is the area where all swimmers report as soon as their event is called. Swimmers are seated on benches marked to their corresponding lane. Clerks make sure swimmers are lined up according to their lane assignment. Clerks provide cards to swimmers, send swimmers to the blocks, and provides starter with any event changes.

**Stroke & Turn Judges** – Ensures the rules for each event are followed by the swimmers.

Reports violations on signed DQ (disqualification) cards and turns them into the lane timer at the end of the event. Clinics for interested parents are held in May/June, and parents must attend a clinic before volunteering for this position. To sign up for training sessions please visit the JSL website: [www.jsl.org](http://www.jsl.org) (need 8 per meet - 4 per half)

**The jobs below require minimal or no previous experience:**

Head Timer - Carries 3 stopwatches and starts 2 of them at the start of each event, walking back and forth behind the timers. If a timer has a problem with a stopwatch, the head timer supplies the replacement watch. (need 2 per meet)

Timers - Start stopwatches at the sound of the horn or blink of strobe light and stop when the swimmer touches the wall at the end of the event. (need 32 per meet, 16 per half)

Sweep Judges - Judge the order of finish of all swimmers. This will be matched with the times of each swimmer in the event at the table. (need 4 per meet-2 per half)

Runners -Run to each lane and get the event cards, DQ cards from the timers and sweep judge cards from the sweep judges and bring them to the table. (need 8 per meet - 4 per half).

Asst. Clerk of Course -Assist clerks with getting swimmers lined up and to their assigned lanes. (need 4 per meet - 2 per half)

Ribbon Table - Organize the timecards, DQ cards and sweep judge cards, and label ribbons. (need 6 per meet - 3 per half)

Hospitality - Set up the hospitality table at the beginning of warmups. Provide directions and answer questions for arriving swimmers and parents. Walk water trays to volunteers working the meet. (need 6 per meet - 3 per half)

Sorter - Organize timing cards, DQ slips, and sweep judge cards into event, heat and lane order as they are delivered to the table. (need 4 per meet - 2 per half)

Backup checker - Compares the official time on the timing cards with the final results and reviews the print-outs for date entry errors, etc. (need 2 per meet - 1 per half)

Computer Assistant - Assists in data entry by reading information to the computer operator and observing data entry as a double check. (need 2 per meet - 1 per half)

False start rope - Is required to drop the rope in the event of a false start (need 2 per meet- 1 per half)



## Glossary of Swim Team Terms

**DQ - Disqualified.** This occurs when a swimmer has committed an infraction of some kind. For example, flutter kicks on butterfly or breaststroke kick. A disqualified swimmer is not eligible to receive awards, nor can the time be used as an official time.

**Drill** - An exercise involving a portion or part of a stroke, used to improve technique.

**Dry Land Training** - Training done out of the water that aids and enhances swimming.

**Flags** - Backstroke flags placed 5 yards or meters from the end of the pool. Backstroke flags enable backstrokers to execute a turn of finish more efficiently.

**I.M.** - Abbreviation for individual medley, an event where swimmers perform all four strokes in the following order: butterfly, backstroke, breaststroke and freestyle.

**Intervals** - A prescribed distance, repeated over and over again in practice, set to a time.

**Scratch** - To withdraw from an event in a competition.

**Streamline** - The position used by swimmers when starting or pushing off walls, designed to reduce water resistance.

**Warm-up/Warm Down (or cool down)** - Low intensity swimming used by swimmers after a race or main practice set to rid the body of excess lactic acid, and gradually reduce heart rate and respiratio



# CONCUSSION INFORMATION SHEET

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## Dear Parent/Guardian and Athletes,

This information sheet is provided to assist you and your child in recognizing the signs and symptoms of a concussion. Every athlete is different and responds to a brain injury differently, so seek medical attention if you suspect your child has a concussion. Once a concussion occurs, it is very important your athlete return to normal activities slowly, so he/she does not do more damage to his/her brain.

### What is a Concussion?

A concussion is an injury to the brain that may be caused by a blow, bump, or jolt to the head. Concussions may also happen after a fall or hit that jars the brain. A blow elsewhere on the body can cause a concussion even if an athlete does not hit his/her head directly. Concussions can range from mild to severe.

### Signs and Symptoms of a Concussion

Athletes do not have to be “knocked out” to have a concussion. In fact, less than 1 out of 10 concussions result in loss of consciousness. Concussion symptoms can develop right away or up to 48 hours after the injury. Ignoring any signs or symptoms of a concussion puts your child’s health at risk!

### Signs Observed by Coaches, Officials, Parents or Guardians

Appears dazed, stunned or confused  
Unsure about event, location of name of meet  
Moves clumsily  
Answers questions slowly  
Loses consciousness (even briefly)  
Shows behavior or personality changes – irritability, sadness, nervousness, emotional  
Can’t recall events before or after incident

### Symptoms Reported by Athlete

Any headache or “pressure” in head - how badly it hurts does not matter  
Nausea or vomiting  
Balance problems or dizziness  
Double or blurry vision  
Sensitivity to light and/or noise  
Feeling sluggish, hazy, foggy or groggy  
Concentration or memory problems  
Confusion  
Does not “feel right”  
Trouble falling asleep  
Sleeping more or less than usual

### Be Honest

Encourage your athlete to be honest with you, his/her coach and your health care provider about his/her symptoms. Many young athletes get caught up in the moment and/or feel pressured to return to sports before they are ready. It is better to miss practice or meets than the entire season... or risk permanent damage!

### Seek Medical Attention Right Away

Seeking medical attention on the day of the event is an important first step if you suspect or are told your swimmer has a concussion. A qualified health care professional will be able to determine how serious the concussion is and when it is safe for your child to return to sports and other daily activities:

No athlete should return to activity on the same day he/she gets a concussion  
No athlete may return to training, regardless of sport, until he/she is cleared by a health care professional with a note specifying clearance. Athletes should NEVER return to the pool if they still have ANY symptoms..... in case an athlete returns with a note and then during the practice complains of a headache or other symptoms  
Parents and coaches should never pressure any athlete to return to play

### The Dangers of Returning Too Soon

Returning to the pool too early may cause Second Impact Syndrome (SIS) or Post-Concussion Syndrome (PCS). SIS occurs when a second blow to the head happens before an athlete has completely recovered from a concussion. This second impact causes the brain to swell, possibly resulting in brain damage, paralysis, and even death. PCS can occur after a second impact. PCS can result in permanent, long-term concussion symptoms. The risk of SIS and PCS is the reason why no athlete should be allowed to participate in any physical activity before they are cleared by a qualified health care professional.

## Recovery

A concussion can affect school, work, and sports. Along with coaches and teachers, the school nurse, athletic trainer, employer, and other school administrators should be aware of the athlete's injury and their roles in helping the child recover. During the recovery time after a concussion, physical and mental rest is required. A concussion upsets the way the brain normally works and causes it to work longer and harder to complete even simple tasks. Activities that require concentration and focus may make symptoms worse and cause the brain to heal slower. Studies show that children's brains take several weeks to heal following a concussion.

## Returning to Daily Activities

1. Be sure your child gets plenty of rest and enough sleep at night – no late nights. Keep the same bedtime weekdays and weekends.
2. Encourage daytime naps or rest breaks when your child feels tired or worn-out.
3. Limit your child's activities that require a lot of thinking or concentration (including social activities, homework, video games, texting, computer, driving, job-related activities, movies, parties). These activities can slow the brain's recovery.
4. Limit your child's physical activity, especially those activities where another injury or blow to the head may occur.
5. Have your qualified health care professional check your child's symptoms at different times to help guide recovery.

## Returning to School

1. Your athlete may need to initially return to school on a limited basis, for example for only half-days, at first. This should be done under the supervision of a qualified health care professional.
2. Inform teacher(s), school counselor or administrator(s) about the injury and symptoms. School personnel should be instructed to watch for:
  - a. Increased problems paying attention.
  - b. Increased problems remembering or learning new information.
  - c. Longer time needed to complete tasks or assignments.
  - d. Greater irritability and decreased ability to cope with stress.
  - e. Symptoms worsen (headache, tiredness) when doing schoolwork.
3. Be sure your child takes multiple breaks during study time and watch for worsening of symptoms.
4. If your child is still having concussion symptoms, he/she may need extra help with school-related activities. As the symptoms decrease during recovery, the extra help can be removed gradually.

## Returning to the Pool

1. Returning to the pool is specific for each person. As an example, California law requires written permission from a health care provider before an athlete can return to play. Follow instructions and guidance provided by a health care professional. It is important that you, your child and your child's coach follow these instructions carefully.
2. Your child should NEVER be on deck, practice, or participate in competition if he/she still has ANY symptoms. (Be sure that your child does not have any symptoms at rest and while doing any physical activity and/or activities that require a lot of thinking or concentration).
3. Be sure that the athletic trainer, coach and physical education teacher are aware of your child's injury and symptoms.
4. Your athlete should complete a step-by-step exercise-based progression, under the direction of a qualified healthcare professional.

## Resources:

**Insurance** - USA Swimming provides an excess accident medical insurance policy for USA Swimming members while participating or volunteering in a USA Swimming sponsored or sanctioned event. Details of the insurance coverage are on the USA Swimming website under Insurance and Risk Management.

**Centers for Disease Control and Prevention** - <https://www.cdc.gov/headsup/index.html>

**Zurich Concussion Conference (2012)** - <http://bjsm.bmj.com/content/47/5/250.full>

Consensus statement on concussion in sport: the 4th International Conference on Concussion in Sport held in Zurich, November 2012.

There are very useful Heads Up apps available from Google Play

<https://play.google.com/store/apps/details?id=gov.cdc.headsup&hl=en>

or from the Apple App Store

<https://apps.apple.com/us/app/cdc-heads-up-concussion-helmet/id999504040>