

The Wilton Y Wahoo Swim Team

Welcome to the Wilton Y Wahoos! We are both a widely respected swim team for swimmers of all ages and one of the most highly regarded parents' organizations in the country. It is these two facets together that make the Wahoos the fine organization that we are. The Wahoos offer programs for swimmers who have just learned to swim the length of the pool through college age competitors. We welcome swimmers of all ages and abilities to our team and encourage them to live up to our team motto:

Excellence in developing personal potential through swimming.

Handbook Table of Contents	
<i>(Handbook Revised September 2007)</i>	
How the Wahoo Team Is Organized	Pages 2-3
Practice Philosophy and the Training Program	
Attendance and Practice Guidelines	Page 4
Behavior	Page 5
Equipment	Page 5
Swim Meets	
Competition Philosophy	Page 6
Governing Swimming Organizations	Page 6
Ages for Meets/USA Swimming Numbers	Page 6
Meet Sign-Ups	Page 7
Meet Preparations and Conduct	Pages 7-8
Types of Meets	Pages 8-9
Reporting Times from Meets	Page 9
Time Standards	Page 9
Major Championship Meets	Pages 10-11
High School Meets	Page 11
Wahoo Sponsored Meets	Page 11
Away Meets	Pages 11-12
Working at Meets	Page 13
Team Communication	
Mailboxes	Page 14
Bulletin Boards	Page 14
Squad Telephone Trees	Page 14
Web Site	Page 14
Communicating with the Coaches	Page 15
Team Fees and Policies	Pages 16-17
Wahoo Parent Organization	
Wahoo Parent Advisory Committee	Page 18
Social Functions for Swimmers	Page 18
Work Commitment (Credit) Program	Pages 18-20
Fundraising Program	Page 20
Job Descriptions	Page 21-25
Nutrition	Pages 26-27
Glossary of Swimming Terms	Pages 28-30

How the Wahoo Team Is Organized

The Wilton Y Wahoo's are both a "Y" team and a "USA Swimming" team. This means that they compete in meets organized by the local group of YMCA's and in meets organized by United States Swimming. Both groups offer swimming competitions for swimmers from the beginning level through national competition.

The team is coached by both full-time and part-time professional coaches, who work for the Wilton Family YMCA. It is supported by the Wahoo parents through the Wahoo Parent Organization. The parent group runs swim meets, chaperones swimmers on travel meets, raises funds, maintains the records of the club, purchases equipment that is used by the team and organizes social events for the swimmers. All parents are automatically members and are actively encouraged to participate in the team's activities.

The team is organized into squads by age and swimming level as follows:

Entry Level Teams:

Bronze: Generally, for ages 10 and under. Teaches the four competitive strokes, intervals, turns, and starts. Participates in intra-squad meets.

Super Bronze: Bridging program from Bronze level ability into competitive swimming for the Wahoos program. Swimmers will be taught the four competitive strokes as well as starts and turns.

Age Group Squads:

Super Squad offers an excellent bridge for young swimmers to go from lessons to a team program. Fundamentals of the four competitive strokes and the basics of starts and turns are taught in an enjoyable atmosphere. Swimmers are introduced to both YMCA and USA entry-level competitions.

Maroon develops team skills while refining stroke mechanics, starts and turns, and swimming efficiency. Emphasis is on good sportsmanship and teamwork as training prepares swimmers for competing in Connecticut Y Championships, Connecticut States and selected local meets.

Gold begins to develop focus on distance and individual medley training, along with stroke mechanics and dry land workouts. Meets include Connecticut States and Y League Championships, plus selected higher-level competitions.

Senior Levels:

Senior II – (13 – 17 yrs)

The Senior II group is the first of three senior practice levels. Beginning at this level, a swimmer should be making more of a commitment to swimming or accept that the improvements may/will be compromised. Swimmers in this group practice six times/week for 90 minutes per day. Dry land will be done five days per week; 30 minutes prior to or after the water workout. A practice attendance of 70% or higher is expected in the Senior II group. Advanced stroke technique, specialty training, and race strategy become

very important for continued improvement. This group will be introduced to training methods based on a T – 30-test swim. A commitment to train long course in the summer months is necessary to advance into one of the next two higher groups (Senior I or National).

Senior I – (13 – 18)

The Senior I group is for the mid to upper level high school swimmer or the very advanced 13-14 year old who has shown the ability and desire to train in this group. The goals for this group are to achieve a Y National winter cut off time. Practices are eight times/week with doubles twice a week. Evening practices are 105 minutes with mornings being 90 minutes. Dry land will be done five days a week for 30 or 45 minutes. This group is reserved only for those who have made a year – round commitment to swimming and training for the next level. This includes summer long course training. A mandatory practice attendance of at least 75% year round is expected to stay in the Senior I group. A swimmer should have at least (3) CT State time cut offs to be in this group. Attaining this standard does not guarantee a spot on the Senior I group, however, Senior II Swimmers who have shown maturity, level of commitment, and demonstrate the ability to train at the Senior I level may be considered. Those whom are chosen to be in the Senior I group must be able to train at a high level on a daily basis.

National (13 – over)

The National group is the top group of the Wilton Y Wahoos and is reflected by its requirements. This group will be limited to 36 swimmers who best meet the requirements. Doubles and dry land are a requirement for sophomores and older. Practices range from 105 to 180 minutes. The National group also does a “core strength class and spinning”, in addition to med ball, dyna bands, vasa trainers, plyometrics and weight training. All Swimmers in this group must have routinely shown a commitment to attend a National Level meet – YMCA Nationals, Jr. Nationals and/or Senior Nationals. A swimmer in the National group should have three CT Senior time standards and have (or be extremely close to) a winter Y National cut off time. Attaining a Y National cut off does not guarantee that swimmer of being assigned to the National group for that season. A mandatory practice attendance of at least 85% is required to stay in the National group. It is suggested, that for these above requirements, swimmers are not in this group too early. They need to be sure they are ready to totally commit to swimming and continue to train at a high level for their tenure with WYW.

Senior Level Competition: Team Competition plays a major role in the development of all Wahoo swimmers. It is expected that all Senior Level swimmers compete according to their perspective meet schedules through the championship season.

All group placement decisions are made by the entire coaching staff and are in the best interest of the swimmer and their long – term development. All group promotions are done with consideration of the athletes past history of times, work ethic, commitment and maturity. Those who are interested in participating in a high school sport other than swimming should see the head coach prior to group selections.

Adult Swim Team:

Masters An organized training program for adults who are beginning to advanced swimmers, with personalized coaching and training. Focuses on stroke mechanics, starts, and turns, swimming efficiency and endurance, with an opportunity to compete in meets.

Practice Philosophy and the Training Program

For a competitive swim program to succeed, it must begin with children at an early age, encompass, and challenge all who participate and follow a continuous developmental progression. Swimmers should be exposed to the water as soon as possible in order to learn the feel of movement and the fundamentals of swimming. This water sense can only come through continued and constant exposure to the water. Additionally, the swimming program must be a well planned and well-organized series of developmental stages organized by the coaches and directed with a clear set of objectives.

Attendance

Ample time is provided at each level of swimming for skill development and conditioning, as well as for the development of team unity and spirit. The following guidelines are set forth in order that all members of the team can benefit substantially from the Wilton Y Wahoos. The coaches recognize, however, that attendance may be restricted by other activities as well as by studies. Nearly any swimmer's schedule can be accommodated if the swimmer or his parents discuss the situation with the coach in advance.

Super Bronze	Swimmers are encouraged to attend both Bronze days (M/W) and at least one other <u>weekday</u> session of the Super Squad program available T/TH/F.
Super Squad	Swimmers are encouraged to participate in their <u>three</u> practices a week.
Maroon	Swimmers are encouraged to attend a minimum of three practices per week.
Gold	Swimmers at this level are strongly encouraged to formulate habits and attitudes that will result in 100% attendance.
Senior II	At this level, the swimmer is expected to attend <u>70%</u> of the practices per month.
Senior I	Swimmers train for Ct Seniors and YMCA Nationals. The swimmer is expected to attend 75% of the practices per month.
National	Swimmers train for CT Seniors, YMCA Nationals, and USA Swimming Sectionals and Nationals. The swimmer is expected to attend 85% of the practices per month.

Practice Guidelines

Always be punctual. Arrive at the pool in time to be on deck, or at the dry land locations, at the start of the practice and with the proper equipment.

On rare occasions, swimmers may be late. If you have another activity on a regular basis, be sure to advise the coach of your conflict.

Plan to stay for the entire practice session. Some of the swimmer's best efforts occur at the end of practice. If you need to leave early, be sure to tell your coach before the practice session. You can leave a message for the coaches at 762-0715.

The Wahoo's would like to have every swimmer succeed at the highest possible level. If you have a conflict that makes the usual practice attendance difficult, discuss it with your coach so that he can make an appropriate arrangement.

Changes in practice schedules do happen, especially during the winter months. These changes will be announced on the team web page, on the bulletin boards, and in an emergency by the telephone tree.

Behavior

Swimmers are expected to treat each other as teammates with a spirit of respect, enthusiasm, and cooperation.

Abusive language, lying, stealing or willful destruction of property will not be tolerated.

Swimmers may not leave a practice without the coach's permission.

Swimmers are expected to follow the Y's rules for locker room behavior and to treat other Y members with respect and consideration. In particular, the swimmers should:

- Bring a towel out on deck and dry off so that they do NOT enter the changing area wet.
- Place their clothing in a locker rather than leaving it in a changing booth or on a bench.

Equipment

- Bathing suit(s)
- Fins and Pull Buoys
- Water Bottle
- Mesh bag
- Combination lock for lockers both at home and away
- Goggles
- Towel
- Team cap

Please mark your swimmer's equipment clearly. The team supplies Kickboards and has some pull buoys available.

Team suits and caps are required for team competition. For those swimmers who need team suits, a date will be set early in the fall for try-ons. During the course of the season, you can purchase suits and caps through the Swim Shop Coordinator. Team sweats are also available in the fall.

For the National squad, the following equipment is required:

- * Paddles
- * Team shirt
- * Water bottle
- * Team cap
- * Mesh Bag
- * Team Bag
- * Team Suit
- * Fins

The coaches usually arrange to purchase some of this equipment in bulk from a swim shop in order to get the best possible price for the swimmers.

Swim Meets

Philosophy of Competition

The Wilton Y Wahoos participate in two types of swim competition: YMCA dual meets and USA swim meets. The following principles apply to all competitions:

1. We emphasize competition with yourself. Individual improvement in time or skill is more important than your place in the race.
2. Consideration for fellow teammates, opponents, officials, and parents are just as important as how you swim. We encourage support for others; positive attitudes and good meet behavior.
3. We encourage swimmers to learn to set reasonable and logical goals and to strive for excellence even when they experience short-term setbacks.

Governing Swimming Organizations

The Wahoos participate in swim meets run by two governing organizations: YMCA Swimming and Diving and USA Swimming. The technical rules of these organizations are almost identical and the meets are run in similar fashion.

YMCA Swimming and Diving is part of the YMCA of the USA organization. United States Swimming is the National governing body for competitive swimming. They select the teams for all international meets, including the Olympics. USA Swimming grew out of AAU swimming when each sport under the AAU umbrella split out to form its own governing body. It has its headquarters in Colorado Springs at the Olympic Training Center and is organized into 56 regional Local Swimming Committees (LSCs), which all follow the same technical rules but are in most ways autonomous. Our LSC is called Connecticut Swimming Inc. (CSI), and is run by parent volunteers. If you are interested in becoming active in this organization, as many Wahoo parents do, contact your squad vice president or the team president or go to the Connecticut Swimming web site which can be accessed through a link on the Wahoo web site.

USA Swimming publishes a yearly rulebook containing all the swimming rules, national time standards, and other useful information. If you would like to obtain a copy, contact USA Swimming at 719-578-4578. You may also download one for free at www.usa-swimming.org. Anyone joining USA Swimming as a non-athlete member receives a rulebook as part of the membership fee.

YMCA meets consist of "dual" meets between Y's, the Y league championship, and Y Nationals in late March/early April and late July/early August. Swimmers must be current, active members of the Y to compete in the Y championship meets. YMCA Swimming and Diving governs these meets. USA Swimming meets are usually significantly larger with many teams represented. They often last 2-3 days. At the end of each season championship meets are held.

Ages for Meets and USA Swimming Numbers

A swimmer's age for a USA meet is his age on the first day of the meet. A swimmer's age for a Y meet is his age as of December 1 of that dual meet season. The swimmer's USA number is the swimmer's

birthdate followed by the first 3 letters of her first name, her middle initial and the first 4 letter of her last name:

Annie M. Jones, born 5/19/79, has a USA Swimming number of 051979AnnMJone

Meet Sign-up

Throughout the year, Age Group and Senior swimmers are entered in meets in consultation with their coaches. Proposed entries are posted on the team bulletin board 10-14 days before each meet and it is up to each parent or swimmer to indicate their intention to compete in this meet by doing the following:

Super Bronze, Super Squad, Maroon, Gold, Senior II and Senior I: A swimmer or parent must indicate whether or not they will attend the meet by writing "YES/NO" next to the swimmer's name. If yes is written and the swimmer does not attend the meet, the swimmer will still be billed for the meet entry fees. The coaches greatly appreciate it if the parents write "NO" next to the swimmers name if the swimmer cannot attend the meet -- that way they know that the parents have seen the entry and made a decision.

National: The coach selects the meets and events in consultation with each swimmer. If a swimmer cannot attend a meet because of a conflict, the parent or swimmer must inform the coach well in advance of the meet. Once the entry has been mailed, the swimmers will be billed for the meet entry fees, whether they swim or not, since the team must prepay for meet entries.

Meet Preparation and Conduct

Warm-Up

Team warm-ups are usually held 1 to 1 1/2 hours prior to the start of the meet. Swimmers should be on deck dressed to swim 20 minutes before the start of pool warm-up for stretching and to check in with the coach so the coach can turn in the correct scratches for the day. If you are late, you run the risk of being scratched from your events. It is important to be on time or inform the coach of possible delays.

For safety reasons, the coaches supervise warm-ups in the pool. A good warm-up is vital to a successful meet. The ages and numbers of swimmers determine warm-up schedules for a given meet.

Connecticut Swimming has established a number of warm-up rules to insure safety when a large number of swimmers from different teams are warming up at once. The most important of these is that there is no diving. During warm-up, swimmers must enter the water feet first with a minimum of jumping to make sure that no one is injured. At the end of warm-up there is usually the "one-way" sprint time when swimmers can practice diving from the starting blocks.

After Warm-up and During the Meet

Immediately after warm-up, swimmers should dress in their Wahoo sweats/warm-ups, including socks and shoes. Stay warm, but if it is hot and sunny, stay in the shade and out of the direct sun.

Report to the coach before each race. It is the responsibility of the swimmer to know their event, heat, and lane.

Report to the bullpen and/or blocks in plenty of time to be by yourself and concentrate on your race.

After your race, get your time from the timers and report to your coach. Be sure to dress again in full warm-ups.

Meet Conduct

Sit with the team in the team area at all times. Support your teammates by cheering, offering congratulations, and being positive. Show respect for the meet officials, as well as other teams and coaches. Be responsible for yourself. Remember, you represent the Wilton Y Wahoos! Handle yourself with pride and dignity.

Types of Meets

There are two main swimming seasons. The *short course* season is swum in 25-yard pools during the fall and winter months. Meets generally start in late October and end in late March. The *long course* season is held in the summer months and is swum in 50-meter pools. Since younger less-experienced swimmers sometimes have trouble swimming well in pools more than twice as long in the summer time, there are also a few short course, age 9 & under, meets held for these swimmers.

Y Dual Meets

Wilton swims against several other Y's in dual meets that are held on Saturdays and Sundays from November through February. All dual meet information will be posted on the team web site. These meets are swum in 5 age groups: 8 and under, 9-10, 11-12, 13-14 and 15-18, and are sometimes split into two short sessions. Usually the emphasis is on the younger age groups. Each age group competes to win their part of the meet. The team with the most winning age groups is said to have won the overall meet. There is no fee for entering these meets.

A signup sheet for each dual meet will be posted a week prior to the meet. A swimmer must write "yes" by his name to be entered in these meets when the sheet is posted on the bulletin board in the Y lobby.

Transportation to and from meets is the responsibility of the swimmers and parents. The Wahoo's have a booklet with directions to various pools available in the team office. All parents are expected to help out at these meets, especially Wilton-sponsored meets. It is the cooperation of all – swimmers and parents – that makes a meet a success.

USA Swim Meets

The Wahoos place their primary emphasis on USA Swimming competition, which is comprised of Age Group swimming (10 and under, 11-12, 13-14, and 15-18) and Senior swimming (any age as long as the requisite cut-off time has been achieved.)

Like YMCA Dual meets, a schedule of USA Swimming meets is posted on the web page and is also posted on the team bulletin board. A few weeks before each meet, a schedule of events for each swimmer is posted on the bulletin board. This preliminary schedule is called a "scratch sheet." Swimmers who cannot attend the meet should write "no" next to their names, and swimmers who plan to attend should write "yes" next to theirs. The final choice of events is in the hands of the coach, in consultation with each swimmer.

Entry in a USA swim meet means that each swimmer's USA account will be billed for each event, whether or not they actually compete, since we must submit the entry fees with our entry. These fees vary from \$2.00 per event for local meets to \$4-6 for championship and national meets. Relay entry fees are divided equally among all eligible swimmers, whether or not they actually swim.

Like the Y Dual meets, parents are expected to assist at these meets.

USA meets are often classified as A, B, C or some combination of letters. These classifications refer to the cutoff times for the fastest and slowest swimmers that are allowed to swim at that meet. These A, B, or C time standards are determined based on the fastest performances in the US during the last few years, as follows:

- The 16th fastest swimmer is used as a base in each event.
- 105% of the base time is called AAAA
- 110% of the base time is called AAA
- 115% of the base time is called AA
- 120% of the base time is called A
- 125% of the base time is called B

In USA A/B meets anyone with an A or B time can compete, but C swimmers cannot. In B/C meets, anyone (even without a time) can compete, but A or faster swimmers cannot.

Other meets called All Ages meets have no cut-off times and are sometimes swum in single year age groups, e.g. 9 & Under, 10, 11, 12, etc.

Reporting Times From Meets

If electronic touch pads are used at a meet they provide the "official" time. Buttons and manual watches are used only for backup. When watches are used, the middle of the 3 times is the official time. Official results are posted throughout the meet so you can see how your swimmer did.

Official times are only recorded in individual events. In general swimmers swimming relays do not have times recorded for their leg of the relay since they did not start from a starter's signal. The exception is the split time for the first swimmer in a relay, which *is* an official time and is reported.

Time Standards

Time standards are updated annually. When they become available, usually in late October, copies will be passed out via the team mailboxes and posted on the team bulletin boards.

Time standards are published for many different levels of achievement:

- Time Standards for Age Group B - BB - A - AA - AAA - AAAA Levels
- Connecticut Regional Championships
- Connecticut State Championships
- Connecticut Senior Championships
- Eastern Zone Championships
- Y National Championships
- Sectionals
- Senior National Championships
- Olympic Trials

Major Championship Meets

Age Group Championships/Connecticut State Championships

Most age group swimmers train to be able to compete at the Connecticut State Championships known as "Age Groups". The short course championships are held in March and the long course championships in late July. To compete, swimmers must have swum at or faster than the published cut time for that event for their sex and age group. These cuts are published each year.

Senior Championships

Any swimmer can compete in Connecticut Senior Championships regardless of age if he has made the cut times. Usually swimmers begin to achieve these times when they are 12-15. The Connecticut Senior Championship is held in March. In the summer season, the Senior Championship is held in July.

Y State Championships

After the Y dual meet season, a championship meet is held in which all the Y's in the Connecticut Y League participate. Each age group swims on only one day. There are no cut-off times. Each swimmer may swim 3 individual events and two relays.

Region I

This highly competitive meet is for swimmers in the Northeast who have or are close to Junior or Senior National times. A few Wahoos attend each year.

Zone Championships

This is the championship Age Group meet for the entire eastern Zone: Maine, New England, Connecticut, Metro (New York), Niagara, Virginia, Adirondack, Allegheny Mountain, Middle Atlantic, New Jersey and Potomac Valley. In the spring, Connecticut sends two swimmers in each event for each gender and age group to this meet as a team representing Connecticut. In the summer, any swimmer who makes the cut-off times may attend and represent the state. In general, the 11 and over age group travels as a team and the 10 and under age group travel with their families. The qualifying rules are set by each state (Local Swimming Committee or LSC) and change each year. Be sure to check for this year's rules if your swimmer is close in one or more events.

Y Nationals

Y Nationals is the culmination of training for many Senior I, Senior II and National swimmers. The spring national meet is usually held in Florida and has rather demanding short course cut off times for young senior swimmers. Swimmers who score at Y Nationals are usually swimming at the USS Junior National or even Senior National level.

Summer Y Nationals is a long course meet, usually swum in the Eastern US. The cutoff times are not as demanding as the short course times, but swimmers who score have to swim just as fast as at Spring Nationals.

USA Junior National Championships

Generally this is the first national meet for USA swimmers. It is limited to swimmers 19 years or under and is held in both the short course and long course seasons

USA National Championships

U.S.A. National Championships, are held twice a year, in the spring and late summer. Swimmers may qualify for Senior Nationals from any USA meet. The summer long course meet has very difficult cuts, adjusted to be at the 90th percentile of the world's best times in each event.

Official Verification Cards (OVCs)

OVCs or Official Verification Cards are documents that prove that you have achieved a Junior National ("JO") or Senior National time. They are issued by one or more "OVC chairmen" in each swimming district (LSC). No swimmer can swim at Junior or Senior Nationals without an OVC, and you should be sure that your swimmer has one if he achieves a JO or Senior time. These cards are issued at each meet and should be requested by the coach, the team president, the chaperone or the swimmer. At any meet that the Wahos attend with a coach, the OVCs should be requested automatically. If your swimmer swims in a meet where no Wahoo coach is present, you should be sure that these OVCs are requested.

This is particularly important for college swimmers who swim with the Wahos in the summer. It is up to these swimmers to provide OVCs from their winter NCAA meets if they wish to enter USS Nationals in the summer long course season.

It is also particularly important for high school swimmers. It is up to the swimmer to request observation by the attending USS officials at any High School Championship meet if the swimmer plans to request an OVC.

Swimmers leaving the team may request copies of their OVCs from the team. Swimmers joining the team with national times should provide these OVCs.

High School Meets

Times achieved at high school dual meets and championship meets are acceptable as USA Swimming entry times, if the meet results are provided with a referee's signature. Times at high school championship meets, if formally observed by USA officials, are eligible for OVC's if a Junior or Senior National cut is achieved.

Wahoo Sponsored Meets

The Wahos sponsor a number of meets throughout the short course and long course seasons. These meets are important not only because they give the Wahoo swimmers an opportunity to compete in their home pool but they also serve as a source of fundraising for the team. It is critically important that Wahoo families support these meets by volunteering.

Away Meets

Travel Arrangements

Swimmers on the Gold, Maroon, Super Squad and Super Bronze teams generally travel with their parents to away meets. All travel arrangements are the responsibility of their parents with the exception of occasional out of state meets, where the same procedures will be followed as for the senior teams.

The Senior I and II, and National squads often travel as a group with chaperones to major out of state meets. Swimmers generally share rooms, and the coaches usually make the room assignments. Swimmers

are either fed as a group at the hotel or by the chaperones, or are asked to bring money for meals that they eat together at restaurants chosen for consistency with the team philosophy of sound nutrition. Swimmers should generally bring their own food for breakfasts (juice, cereal, fruit) unless told otherwise. For senior swimmers, there are usually several travel meets during the short course and long course seasons. Travel to national meets for those who qualify is handled in the same way.

Chaperones

Team chaperones are under the direction of the coaches and assist with both logistics and discipline at senior travel meets. If you would like to volunteer as a chaperone, contact your squad vice-president.

Wahoo Code of Conduct

Swimmers are expected to have signed and be aware of the Wahoo Code of Conduct, which specifically prohibits

- Use of alcohol, tobacco and drugs
- Rude behavior
- Vandalism and destruction of property

Violation of these rules may result in

1. Sending the athlete home (this will be at the additional expense, if any, of the individual and/or his family.)
2. Scratching the athlete from his or her subsequent events.
3. Eliminating any non-swimming privileges during the trip.
4. Permanent or temporary dismissal from the team.

In particular, Wahoos using alcohol or other drugs during travel meets will be dismissed from the team, with the approval of a majority of the Wahoo Parent Advisory Committee.

Requests for Travel Funds

In order to assist in the development of senior swimmers, Connecticut Swimming, Incorporated (CSI) our local governing body, offers some financial assistance for swimmers competing at the national level.

In order to be eligible, a swimmer is required to have participated in 4 CSI-sanctioned meets in the previous 12 months. For this purpose, any Regional championship (but not Junior or Senior Nationals) may be considered. Swimmers must have been registered in Connecticut for 4 years. Swimmers registered for less time may also be considered on request, depending on available funds. College swimmers swimming with their home teams for the summer are only required to swim 2 CSI meets. In both cases, one of these meets should be Connecticut Senior Championships.

Connecticut Swimming as part of the Senior Championship meet announcement each season publishes travel fund request forms. The rules change slightly each year, so be sure to get a copy before your swimmer leaves for a USA National meet. The web address for Connecticut Swimming is www.ctswim.org.

Working at Meets

It takes about 40 people to run any session of a swim meet, and almost twice that if two courses are run simultaneously. The Wahoos often run two 25-yard courses by dividing the 50M pool with a bulkhead. Most teams are delighted to have your help as a timer, table worker, or other official at any meet. Most parents discover that a meet is a lot more fun if they work as timers, since they have something to do during every heat, they have more room than in the stands, and they get a front row view to see their own children's races. If you have never timed before, anyone will be glad to loan you a watch and tell you what to do. At all meets our team attends we are expected to provide workers and we would be delighted to have your help.

There is no formal training necessary to become a timer, or an office worker taking care of posting, running, dual meet scoring, or label writing, although such training is available. We welcome and actively solicit your help in any of these roles.

Becoming a USA Official

USA Officials (Starter/Recall, Stroke & Turn, Referee) are often parent volunteers who have undergone some simple training in the technical rules for swimming. The Wahoos have always taken a leadership role in training and providing USA Officials. Several clinics are held each year. To become a stroke-and-turn official, you need only join USA Swimming, attend a 3-hour clinic, take an open-book take-home test, and work 4 meets as a trainee. We welcome new officials at all times. To begin officiating once you have passed your tests, simply show up at meets ready to work. You are always welcome.



Team Communication

A large team with 7 squads, multiple coaches and many different practice times often needs to communicate in both formal and informal ways. The methods of communication are outlined below. If you have questions about the teams' activities, you should feel free to contact your squad's vice president, the team president, or any WPAC member. If your concern is specifically about your child's swimming, you should arrange to meet with your child's coach or the head coach.

Mailboxes

Each active family is assigned a slot in the team mailboxes at the Y. These are located in the Y Lobby next to the team bulletin boards. Handouts and announcements are put in these mail slots, so they should be checked frequently.

Bulletin Boards

All information regarding team functions is posted on the team bulletin boards. You must check them regularly to be aware of deadlines, swim meets and activities. Please try to check your squad and team bulletin boards at least twice a week.

Squad Bulletin Boards: These bulletin boards are located in the Y lobby just to the left of the window overlooking the 50-meter pool.

Team Bulletin Boards: Meet announcements and meet attendance sheets are located on the bulletin board next to the mailboxes in the Y lobby. Team-wide announcements, entry fee balances for each family and final meet entry information is posted on the bulletin board next to the squad boards.

Squad Telephone Trees

Telephone trees are organized by squad at the start of each season and are used whenever there is a sudden change in practice or meet schedules, usually because of weather conditions or other unanticipated conflicts. When you receive your phone tree, please check it for errors and then file it near your phone. If you are on a "node" and call others, please do so as quickly as possible. If there is no one home during the day, and your swimmers swim during afternoon practice times, please be sure your vice president knows this before the phone tree is assembled. If you reach an answering machine, leave a message and call the next person on the list. Don't break the chain! When available, and with permission, the phone tree will also list work numbers and cell phone numbers.

Wahoo Web Page: www.wywahoos.org

The Wahoos have their own web page to enhance communication with the parents. The web page is updated daily. If you do not have access to the Internet please notify the swim office and all communications posted on the web page will be put in your mailbox. All input to the web page should be communicated to the Wahoo swim office for approval and submission to our Webmaster.

Communicating with the Coaching Staff

The Head Coach and other coaches may be reached daily in their "Y" office, in the small house adjacent to the parking lot. In general, office hours are weekday afternoons. You can call for an appointment or leave a message on the voice mail.

The coaches' office phone number is 762-0715. Each coach has a 3-digit extension, which is listed in the Addendum. You may also call the Y at 203-762-8384, and ask the front desk staff person to page the coach's office. This will give a broadcast announcement to the office and anyone in the office can answer. The team fax number is 203-762-5076. The practice cancellation number is 203-762-0715 (ext. 254).

The coaches have regular team meetings with their swimmers and send messages home in writing regarding meets and practice schedule changes. Check the bottom of your swimmer's bag for these from time to time. If you feel that you might have missed an important piece of information, check with your squad vice president or look on the web page.

There usually are parents' meetings for each squad at the beginning of the short and long course seasons. Please see that one adult from your family attends the meetings. This is an opportunity to ask questions and get the latest information.



Team Fees and Policies

Families pay 4 different fees to swim with the Wahoo's. These fees are the Wilton Y membership fee, the Wilton Y program fee, the Wahoo team registration fee, and the Wahoo USA Swimming deposit. In addition, each family is asked to commit to a certain level of fundraising, which is used to help the team meet its annual budget. The cost associated with team travel is born by the swimmers attending the travel meet except for YMCA Nationals, which is partially subsidized by the parent organization. These fees are described in more detail below.

Y Membership Fee

Each Wahoo must be an active member of the Wilton Family YMCA. The annual membership is payable when joining the Y initially and annually thereafter. Base membership fees for the current year are listed in the Addendum.

Program Fee

Annual Wahoo program fees are payable in two installments. The first is due when swimming begins in the fall. The second is due on January 1. Fees owed are based on the squad assignments as of these dates. If a child moves to a new squad by November (for the first semester) or by the start of the long course season (for the second semester), pro-rated fees for the new squad will apply. Fees for those joining the team during an interim period are also pro-rated. These calculations are based on a 10-month swim "year."

Program fees are owed to the Wilton Family Y. They cover pool time, use of the facility and coaches' salaries. The fee schedule for the current year is found in the Addendum.

Payments are accepted via check, bank draft, and credit card. Those using bank drafts may include Y membership fees and the Wahoo program fees. The Y will stipulate the initial down payment due in September. Thereafter (October – August), monthly withdrawals will occur on the first of the month.

The Y offers a discount for multi-swimmer families. Families with more than one swimmer on the team receive a discount on the Y program fee for any additional swimmers, if they make payment in full when they register in the fall. For the purpose of calculating the multiple swimmer discount, the swimmer with the highest fee is the first swimmer.

Program fees will be collected by the Y. If a family wishes a different payment plan or desires a scholarship, a financial aid form and supporting documentation must be completed and submitted to the Y. This is a procedure offered by the Y for users of all its programs. The application form is submitted to the Y Family Services Director. Information submitted to the Y will remain confidential. The Y will determine all financial arrangements and scholarships.

Wahoo Team Registration

These fees support the Wahoo Swim Club. They contribute to the Wahoo budget, which must support all operating expenses – administrative needs, coaches' travel, supplies, etc. Annual club registration fees are due as part of pre-registration. As with Y program fees, these are also pro-rated for families joining during the swim year. See the Addendum for the annual fee.

USA Swimming Fees (updated 2007)

Each swimmer has an individual USA Swimming account, which needs to contain adequate funds to cover annual USA swimming registration and all USA meet entry fees. Meet entry fees are submitted as a collective entry for all participating swimmers. When these entries are submitted (approximately 2 weeks before a meet), each account needs to have sufficient funds to compensate for the required fees. The following procedures have been created to assist families in maintaining their account balances and to avoid deficits:

- An initial deposit is required for each swimmer as part of pre-registration. This amount will provide funds for the USA Swimming registration (processed in October) and for the initial meets.
- A second deposit is required on January 1. This deposit will assist in preparing for the active meet schedule in February and March.
- Additional deposits may be required to maintain a positive USA account. The balances in each family's account(s) are posted approximately monthly on the team bulletin board. Families who do not pay their outstanding USA fees greater than \$25 by the end of each season will be charged a \$50 penalty. There will be a two week grace period following the last championship meet of each season (short course/long course) to make this payment which consists of the penalty fee and the outstanding balance. In addition, a \$250 deposit for the next season will be required for these families.

If a family leaves the team, they are entitled to any remaining balance from their previous deposits.

Travel

Team travel is arranged for selected meets. For each meet involving travel, a fee is identified prior to the meet. This fee, which includes all applicable hotel, food and transportation costs, must be paid in full before a swimmer will be allowed to leave for the meet. In addition, those with any delinquent Wahoo fees will not be eligible to travel with the team until full payment is received.

Registration

All Wahoo fees (Club, USA Swimming, fund-raising, and travel) in arrears from the previous season must be paid before a swimmer can register for the next season.

Releases to Join Another Team

A release from the Wahoos is needed to become affiliated with another USA Swimming team. All outstanding fees must be paid before the Wahoos will provide this release.

Wahoo Parent Organization

Wahoo Parent Advisory Committee (WPAC)

The Wahoo Parent Advisory Committee is the group that coordinates the activities of the Wahoo parent organization. It is made up of interested parents like you, and we welcome your involvement. If you would like to contribute in any way, please feel free to tell a committee member of your interest. All are welcome to attend committee meetings and participate. If you have a significant concern that you wish to discuss, please inform the President in advance so you can be placed on the agenda.

The Parent Advisory Committee, Head Coach and any interested parents meet monthly at the Y. Watch the Wahoo Web Site for times, updates and changes. The Committee for the next season is elected at the annual meeting of the organization, which is held in conjunction with the team's Recognition Day each spring. The WPAC budget for the following year is prepared and approved in July of each year reflecting the September 1 through August 31 fiscal year of the team. August is a transition month with new committee members assuming duties from the departing members.

The role of the WPAC is to support the Wahoo team by coordinating social activities for the swimmers, staffing Wahoo-sponsored meets, fundraising for the team, and providing input and support to the coaching staff.

Social Functions for the Swimmers

Each squad will have social get-togethers, usually in the form of pizza parties for the younger swimmers and pasta parties for the older ones. Your squad vice president will organize and send out flyers via the team mailboxes or web page with information. When feasible, field trips are planned in the summer time. Team cookouts to celebrate the end of the summer season are held at the end of July. In early October, an event is held to kick off the new season. Wahoo Recognition Day is traditionally held in May to celebrate the accomplishments of all Wahoo team members.

Wilton Y Wahoo's Work Commitment (Credit) Program

Program Objectives

The Work Commitment (Credit) program was developed to meet three major objectives:

- To benefit the swimmers.

The Wahoo team currently numbers about 250 swimmers. A team of this size takes up a significant percentage of the available "swims" at any meet and it would be unrealistic to expect other USA Swimming and YMCA Swimming teams to always have room for us at their meets. Sponsoring our own meets, therefore, allows us to insure that our Wahoo swimmers have ample opportunities to race and test the skills they work so hard to achieve, as well as the qualifying times they need to swim in championship meets at the end of the season. In addition they are able to compete in a familiar environment without the added time and expense of traveling.

- To allow the Wahoo team to prosper.

The dollars that are raised from the major meets that we sponsor far exceed any other fundraising that the Wahoo's do. This enables the team to purchase the equipment such as computers,

scoreboards, Colorado touch pads, stopwatches, and training aids that are needed to maintain a premier swim team.

•To get more families involved.

The short meets that are sponsored by the Wahoo's require an average of 75 workers per session. The Parent Work Commitment program helps to involve more families so that we can continue to host a significant number of meets and help our team prosper.

Types of Credits

There is an opportunity to earn two types of credits during the swimming season.

•Team Credits

Team credits are awarded only for work assignments at home meets and at championship meets (Regionals, State Championships/Age Groups and Connecticut Seniors) where penalties would be assessed against the Wahoo's for not meeting their job requirements. Credits are not given for working at any other away meets. Every work assignment earns one credit per session. A session starts at warm-up and ends at the end of that particular meet session. The exception to this policy is the Meet Manager position. To recognize the effort and responsibility of this position, two credits are earned for each session worked.

Additionally, credits are awarded for Parent Advisory Committee and Wahoo Committee assignments. Advisory Committee and Committee Chair positions earn two credits. Membership on a committee earns one credit.

Each season, the Parent Advisory Committee sets a minimum number of credits to be earned by each Wahoo family. The current credit requirements are outlined in the Addendum.

•Travel Credits

Travel credits are those credits earned in excess of the required number of team credits. Any travel subsidies that are awarded are based on the number of travel credits that have been earned by a family, up to a maximum level set by the Parent Advisory Committee. The current levels are outlined in the Addendum.

How the Credit Program Works (updated 2007)

Team credits are required to be earned by each Wahoo family for both the Short Course (September-April) and Long Course (May–August) seasons. The most senior squad assignment in each family determines the number of credits that must be earned

Credits are earned on a per job basis. The full session must be worked in order to earn a credit. Sign-up for meets is via the on-line "Volunteer Sign Up" link available on the Wahoo web site. Family work credits are tracked by this on-line system, which is administered by the Wahoo Volunteer Coordinator.

Workers must sign-in at the beginning of warm-up with the Volunteer Coordinator for the meet. Families not meeting the required team credit levels by the end of the last Championship meet for each season will be required to pre-pay their work credit requirements for the following swim season. They may then "work them off" and have the money refunded by the Wahoos. The current penalty level is outlined in the Addendum.

Travel credits can be earned by families only after the required team credits have been earned. Travel credits can be used to subsidize Spring (Short Course) YMCA Nationals expenses, and Summer (Long Course) YMCA Nationals expenses.

In general, meet sign-ups will be posted on-line approximately one week before the meet to allow families to sign-up to work at that meet.

HINTS FOR EARNING CREDITS

1. Learn a new job...work the computer...work the Colorado system...become a runner/poster...see how good a salesperson you can be in Concessions.
2. Work a session when your child is not swimming. Get to know the rest of the team and earn a credit at the same time.
3. Work at the meet with your child...think of it as a bonding opportunity.
4. Work at finals even if your child is not swimming.

Wahoo Fundraising (updated 2007)

Fundraising is essential to meet the operating costs of the Wahoo team. The team raises funds through the meets we run but it is also necessary for each Wahoo family to make an additional fundraising commitment.

The Wahoo's offer options to meet this fundraising obligation without making cash payment. Options currently available are Stew Leonard's, Stop & Shop and Village Market coupons, Wrapping Paper Sales, Holiday Greenery Sales and Meet Program Ad Sales. We also offer fundraising through United Way and Tom E Toes gift cards. Please contact the fundraising coordinator for specific details.

For those electing to make cash payments, funds will be required in two installments, 50% at Registration and 50% by January 1. At the time of registration, families are requested to identify the options they expect to use in the coming swim year.

The fiscal year runs February 1-January 31 of the following year. The most senior squad assignment in each family determines the fundraising obligation. Families will be invoiced in mid January for the balance due. All balances are due by January 31.

Families not paying their fundraising balance in full by February 15 will be assessed a penalty of \$50 and will be assessed their full commitment up front at the time of registration for the next short course season.

The fundraising obligation for the current year is outlined in the Addendum.

Wahoo Job Descriptions

The following pages give a brief description of the many opportunities that exist to be involved in Wahoo activities.

Wahoo Parent Advisory Committee (WPAC) Positions

President: Preside over all meetings and supervise the business affairs of the club. The President is an official representative of the club and a member of all committees.

Executive Vice President: Work closely with the President, preside at meetings when the President is unable to attend and act in the President's absence. Responsible for holding regular joint Squad VP meetings to coordinate squad activities.

Secretary: Keep complete records of the Advisory Board meetings including distribution of minutes. Handle all Advisory Board correspondence and send out notification (web and posted) of all meetings. Coordinate meeting dates and reserve room.

Treasurer: Collect and deposit all Wahoo related funds and provide monthly reports at Advisory Board meetings and annual reports at the yearly General Meeting. Disburse funds as authorized by the President and Advisory Board and as approved in the budget. Maintain written records of physical assets of the team. Act as a member of the Budget Committee with responsibility for Budget preparation.

Assistant Treasurer: Work with the Treasurer.

USA Treasurer: Responsible for handling all USA Swimming registrations. Maintain deposit accounts for each team member, post entries to each account and regularly notify members of account balances, particularly if their account is soon to be depleted.

Fundraising: Responsible for coordinating all activities which raise funds for the team. Provide report to Treasurer on funds raised. Track status of each Wahoo member's fundraising commitment and communicate status as required.

New Parent Liaison: Extend a personal welcome to each new family that joins the team, answer any questions to help them become comfortable with the team.

Sponsorship: Develop sponsor proposal package used for soliciting outside corporate sponsorship. Identify potential sponsors and coordinate solicitation. Provide communication/recognition of sponsors (pre and post meet) in coordination with Meet Manager and Head Coach.

Meet Coordinator: Provide Meet Manager(s) with support for all home meets. Contact visiting teams to identify their responsibilities at our meets. Order and coordinate delivery of awards. Post worker sign up sheets. Work with meet food coordinator on concession. Work with meet entry coordinator to finalize number of swimmers and timelines. Contact Wilton Y with the information on meets. Work with safety coordinator to insure pool safety.

Volunteer Coordinator: Responsible for definition of the credit policy, establishment of a credit tracking procedure and distribution of this information to all Wahoo members. Record volunteer credits and provide records to the Treasurer for collection of assessments or rebates. Help solicit parent volunteers by using web notices, sign up sheets or telephone calls.

Squad VPs: Work with squad coaches and parents to build communication, establish a squad phone tree, organize squad social/team events and coordinate Recognition Day & gifts for coaches.

- National Team
- Senior I
- Senior II
- Gold
- Maroon
- Super Squad
- Super Bronze

Wahoo Committee Chair and Committee Member Job Descriptions

Meet Related Activities

Colorado System: Responsible for Colorado timing system training as well as meet staffing.

Computer Chair: Responsible for all computer needs for meets. Train and schedule review sessions for computer assistants in all aspects of providing computer support for swim meets, including scratches, printing heat lane assignments and pulling results from the Colorado system. The Computer Chair, or designate, will attend home meets and supervise the correct functioning of the computer. Also, generally responsible for the proper use of the computer, its maintenance and any recommended purchases/upgrades.

Computer Committee: Assist Computer Chair

Concession Food Coordinator: Establish system for purchase/donation of food items and volunteer scheduling for home meets. Coordinate and/or assign responsibilities to committee members as required. Report revenue earned from concessions and expenses to Treasurer and remit funds.

Dual Meet Manager: Identify and coordinate meet workers for home dual meets.

Hospitality: Provide meals at home meets for the coaches and officials.

Meet Awards: Responsible for obtaining awards and coordinating volunteers to label awards and distribute to teams.

Officials Chair: Develop and train team officials (referees, starter/recall, stroke & turn) by offering classes for USA Swimming certification and registration. Identify and coordinate referees, starters and stroke & turn officials for all home and championship meets.

Program Ad Sales: Define ad sales procedure and coordinate actual program ad sales. Keep track of all ad sales and related costs. Report and remit profits to Treasurer.

Program Layout: Arrange for layout of ads and timely printing of home meet programs.

Safety Chair: Ensure that deck safety rules are followed and that safety marshals are aware of their responsibilities at home meets, including the need to fill out incident reports on all injuries. Maintain up to date first aid kits.

Team Related Activities

Team Apparel: Establish procedure and organize sale of coach-approved team swimwear, primarily at the beginning of the fall season. Act as liaison to Metro Swim Shop for order fulfillment. Keep appropriate records.

Team Store: Responsible for defining and maintaining inventory of team store and coordinating team store volunteers for day-to-day and meet sales. Coordinate orders with Team Apparel Chair, as required.

Fall Event & Recognition Day: Arrange beginning-of-year fall event to promote team unity, spirit and fun for all squads. Set date and time for Recognition Day in May and coordinate food, trophies and any special awards.

Annual Team Awards: Responsible for ordering team trophies for all swimmers for Recognition Day. Coordinate with Squad VPs to ensure trophy accuracy and to properly sort all trophies by squad.

Recognition Day Yearbook: Produce and coordinate printing of annual yearbook for distribution at Recognition Day. Includes team roster information, graduating senior pictures/reflections and ads/congratulatory messages.

Team Pictures: Photograph team members, coaches and parents throughout the year for use in publicity and for Recognition Day. Organize annual team photograph day.

Publicity: Publicize Wahoo accomplishments (individual and team) in the local media. Work closely with coaches to collect accurate information for every meet. Coordinate with Team Picture Chair to include photographs in publicity.

Fundraising Activities

Gift Wrap Sales: Promote and distribute gift-wrap fundraising materials at the beginning of the year. Coordinate and submit orders; arrange pick-up dates. Keep necessary records and submit records/profits to Treasurer.

Grocery Coupons: Define procedure and establish process for Wahoo members to obtain coupons for use at Stew Leonard's, Stop & Shop and Village Market. Keep accurate record of fundraising credit earned by each member and provide written status report to Fundraising Chair and Treasurer.

Holiday Plant Sales: Coordinate holiday plant sales. Keep necessary records and submit records/profits to Treasurer.



Meet Job Descriptions

The following outlines the jobs that are required to run a meet, including a brief description of what the job entails and the time frame required. A “session” starts at the time of warm-up and ends after the last event. Please note that some jobs require that you be available to work before a session begins or after it ends.

Meet Manager: Organize the meet, identify and coordinate meet workers and assist the Meet Referee the day of the meet to ensure set up of computers and Colorado, and see that everything runs smoothly and efficiently. Must be USA Swimming registered. *Time estimate:* 1 hour prior to meet plus meet session(s).

Assistant Meet Manager: Assist Meet Manager. Often, this person is training to become a Meet Manager. *Time estimate:* Same as Meet Manager.

Officials:

Referee: Responsible for running the meet once the warm-up session has started. Gives instructions to other officials working the meet. Must be USA Swimming registered. Training for position set by Connecticut Swimming. *Time estimate:* Meet session.

Starter/Recall: Reports to Referee. Responsible for starting the swimmers from the blocks. Must be USA Swimming registered. Training for position set by Connecticut Swimming. *Time estimate:* Meet session.

Stroke & Turn: Reports to Referee. Insures that strokes and turns are done legally. Illegal strokes/turns are reported to the Referee and the swimmer is disqualified (DQ'd). Responsible for speaking with swimmer to identify what was done incorrectly. Must be USA Swimming registered. Training for position set by Connecticut Swimming. *Time estimate:* Meet session.

Computer: Responsible for running the swim meet computer program. Includes, scratches, heat lane assignments and retrieving results from the Colorado system and printing event results. Training on the computer is required; length of training is based on an individual's understanding of the program and comfort level in operating the computer at a meet. *Time estimate:* Meet session plus pre-session preparation time and post-session completion of results.

Computer Assistant: Assist Computer person as required including sorting papers, checking results, etc. Should be in training, or already comfortable with computer system. *Time estimate:* Meet session plus pre-session preparation time and post-session completion of results.

Colorado Timing System: Operate the timing system that is used to record the swimmers' times. Training on this system is required and is usually done during a meet; length of training is based on an individual's understanding of the system and comfort level in operating it during a meet. *Time estimate:* Meet session.

Colorado Timing Assistant: Assist Colorado Timing person. *Time estimate:* Meet session.

Head Timer: Responsible for stopwatch and lane assignments. Also serves as “Back-up” timer and assists Runner as required. *Time estimate:* Meet session.

Timer: Responsible for operating the stopwatch to record a swimmer's time on the timer sheet. These times are used as a back-up time in case the touch pads of the Colorado Timing system do not function properly. There are 2 timers per lane. In addition to operating the stopwatch, one timer records the stopwatch times on the timer sheet and the other operates the back-up button of the Colorado Timing system. *Time estimate:* Meet session.

Runner: Responsible for distributing and retrieving timer sheets during the meet. *Time estimate:* Meet session.

Poster: Responsible for posting heat/lane assignments and results. *Time estimate:* Meet session.

Announcer: Responsible for warm-up session music and announcements. Announces results of events and, in the case of trials and finals, takes scratches for finals. *Time estimate:* Meet session.

Marshals: “The person wearing the orange vest.” One male and one female required at each session. Responsible for monitoring access to pool deck to ensure that no unauthorized person(s) gain access, checking the locker rooms, and making sure swimmers are demonstrating safe behavior (no running, no playing in locker rooms or in doorways, etc.). The Marshal will also enforce warm-up procedures and maintain order in the swimming venue. The Marshal shall have full authority to warn or order cease and desist, and, with the concurrence of the referee, to remove or have removed from the swimming venue anyone behaving in an unsafe manner or using profane or abusive language or whose actions are disrupting the orderly conduct of the meet. *Time estimate:* Meet session.

Awards: Responsible for getting the award labels from the computer person, placing them on the awards and filing awards in appropriate team bags. *Time estimate:* Meet session until all awards are filed.

Championship Meet Volunteer Coordinator: Coordinates Wahoo parent volunteers at each championship meet to insure all work assignments are met. *Time Estimate:* Pre-meet planning and occasional on site coordination at the championship meets.

Hospitality: Work in the hospitality area to provide meals for coaches and officials between meet sessions. *Time estimate:* Varies with meet timing, but requires attendance between sessions of a meet.

Food Shopper: Purchases food required for the Concession area, in coordination with Concession Food Coordinator, and delivers it to the Wilton Y. *Time estimate:* Approximately 4 hours. Must coordinate with Meet Manager and Concession Food Coordinator.

Concession: Work in Concession area preparing, stocking and selling food, and meet items such as programs. *Time estimate:* Meet session. Individuals working the last session of the day should be prepared to assist with clean up.

Wahoo Store: Responsible for selling items from the store. *Time estimate:* Meet session.



Nutrition and Sports Medicine

Swimming demands a tremendous amount of physical and mental energy and these requirements are directly impacted by the swimmers nutritional habits.

Guidelines for Good Eating

- Eat two or more kinds of whole grain daily (wheat, oats, brown rice, barley, buckwheat, etc.) in the form of cereals, side dishes, pasta, and bread.
- Eat two or more servings of raw vegetables or salad and two or more servings of raw or cooked green or yellow vegetables daily. Potatoes may be eaten every day.
- Eat one piece of citrus fruit and up to three or four fresh fruit servings daily.
- Eat beans or peas one to three times weekly, as you wish.
- Eat three full meals daily. Don't go hungry between meals; snacks are encouraged. For snacks, eat fruit, vegetables and raw salad, or whole grain bread or crackers that are free of oil or sweeteners.
- Flavor with herbs and spices instead of salt. Keep salt intake minimal.
- If you need to lose weight, increase vegetables and decrease grains. If you need to gain weight, decrease vegetables and increase grains.
- Vitamin supplements are recommended as well as sound nutritional habits.

Pre-Competition Meal

- Prepare your own food. It's better for you, less expensive and it eliminates fast, junk food.
- Eat a meal that is composed primarily of carbohydrates. This should be food that the swimmer enjoys but is not high in fat content or hot and spicy.
- If it is a morning meet, rise with enough time to eat breakfast. The meal should not be heavy but sufficient to start off what may be a long day.
- Eat 2 to 4 hours before competition begins, so the body has time to digest the meal.
- For snacks, eat fruit. Food high in processed sugar content is detrimental to a swimmer's performance.
- Meals should not be skipped entirely, because the overall performance of the athlete may suffer.

- Be sure to drink plenty of water during the meet. Do not let yourself become thirsty. A water bottle is required during practice and should be brought to meets.
- Some young swimmers direct their anxieties about the upcoming competition to their stomachs, making it difficult for them to eat a pre-meet meal. In this situation, a liquid pre-meet meal is a sound alternative to solid food.

Sports Medicine

Coaches, as well as parents, are interested in maintaining the physical well being of each swimmer. Consequently, if a swimmer has a physical problem, you should inform the coach so that he can take any special precautions.

A sports injury usually requires the attention of a physician familiar with the sport. Such an injury needs to be brought to the coach's attention as well, so that he can develop beneficial practices for the swimmer.

The senior teams may be asked to participate in physical testing that will better enable the coaches to coach them. This will occur only if the coaches are convinced that it is in the swimmer's best interests.

Glossary of Swimming Terms

Age Group Swim Meet. All USA registered swimmers 18 years old or younger who have met the qualifying time standard for specific events are eligible to participate in their age category. Age on the first day of the meet shall govern the entire meet.

Bonus heat. The first or slowest heat of finals, at swim meets where three heats of finals are swum.

Bullpen. Place where swimmers report at meets, before their event, to receive their entry cards and to be arranged into their heat and lane assignments.

Circle seeding. See pyramid seeding.

Consolation heat. The first, or slower, of two heats of finals at a championship meet.

Course. Designated distance over which the competition is conducted. Long course (LCM) is 50 M and short course is 25 YDS (SCY) or 25 M (SCM).

Deck seeding. Heat and lane assignments are determined for the swimmers at the beginning of each meet session, after scratches are taken out.

DQ. Disqualification. A swimmer is usually disqualified when he performs a stroke, touch or turn incorrectly or when he enters the water before the start (false start).

False Start. When a swimmer enters the water before a race or moves during the start, he may be charged with a false start. This results in disqualification, since USA has a "no false start" rule.

Dual Meet. Meets conducted between two teams, usually with a limitation on the number of entrants from each team.

Finals. The session of a meet where qualifying rounds were held previously to determine the finalists. Usually there are 1-2 heats of finalists and their order of finish determines the ultimate placement in a given event. Most trials-finals meets are on a championship level.

Heat. The group of swimmers who swim a race at the same time. Several heats may be held in a particular event.

Heat sheets. Printed listings of all swimmers by event number and entry time. These are also called the Meet programs or "Psych Sheets."

IM. Individual medley. The event where a swimmer swims butterfly, backstroke, breaststroke, and any other stroke in that order.

Lap. Two lengths of the pool.

Length. One length of the pool.

LSC. Local Swimming Committee. One of several regional groups such as Connecticut Swimming charged with the conduct of all USA activities in that region.

Medley relay. Four swimmers on each team each swim one fourth of the total prescribed distance in the order: backstroke, breaststroke, butterfly, and freestyle.

OVC. Official Verification Card. Issued by meet officials to swimmers achieving a Junior National or Senior National time.

Prelims, or Trials. In certain meets, the qualifying rounds for each event to determine the finalists.

Proof of time. A requirement at some meets to make certain that swimmers have legally met the entry time standards for that meet.

Pyramid Seeding. In trials or preliminaries of trials-finals meets, the swimmers in the top 3 heats are intermingled so that the fastest three swimmers are in the middle lanes of the last 3 heats, the next 3 in the lane next to that in each of those heats, and so forth. This is also called "circle seeding." In finals, those finishing fastest by time swim in the top 1 or 2 heats (Final and Consolation Final).

Referee. The USA official who has the final authority over all other officials at the meet. He makes all final decisions and sees to the efficient running of the meet.

Seed times. The times a swimmer uses to enter a meet. These times appear on the heat sheet and the entry cards and determine the swimmer's heat and lane assignment in a meet.

Seeding. The process of assigning swimmers to lanes and heats by time. In general the swimmers with the slower seed times swim in the earlier heats. The order of swimming in the final heats depends on the type of meet.

Senior meet. A meet with only one age group called "senior." Swimmers of any age who have met the qualifying times may compete.

Straight seeding. Swimmers are assigned to lanes in heats from slowest to fastest. In a given heat, the fastest swimmers swim in the middle lanes and the slower ones on the outer lanes.

Split. The time a swimmer achieves in one or more laps of his race. Coaches use these times to help instruct swimmers in pacing. For example, the time for the first 50 yds in a 100 yd race is the swimmers 50-yd split.

Starter. The USA official responsible for starting each heat and calling the swimmers to the blocks.

Stroke and turn judge. A USA official, who determines the legality of swimmers' strokes, turns and finishes and disqualifies those who do not conform to USA rules.

Swimming World. A monthly magazine about competitive swimming. The Wahoos have been featured in it several times. If you are interested in subscribing, check with the Wahoo Office.

Time Standards. A set of times developed by USA Swimming to assist swimmers in performance planning. They are based on percentiles of the 16th fastest time in each stroke in each age group.

Top 16. A tabulation of the top 16 times in the US in each age group and stroke. These are published annually in Swimming World. The "consideration" times that may be eligible appear in the USA rulebook and on the CSI website.

Touch pad. An electronic pad which stops a clock when the swimmer touches it at the end of the race. This is usually the official time, although corrections are made if the swimmer misses the pad.

Unattached. The status a swimmer receives when changing from one USA club to another. A swimmer must swim unattached for 120 days from the date of the last USA meet he swam for the previous club. During this time they may compete individually, but may not be entered in relays. Connecticut high school swimmers compete unattached for their USA clubs during the high school swim season.

USA. Abbreviation for United States Swimming, the governing body for all amateur swimming in the US. National headquarters are in Colorado Springs, CO.

Wahoo. The Wahoo is reputed to be one of the fastest game fish in the world. It is a long, lean fish related to the mackerel and is found in the warmer Pacific waters. Because of its speed and tenacity, as well as its alliteration with the Wilton name, the Wahoo was selected as the team symbol when the team was formed.

