

Dear Parents,

Welcome to the Sea Lion Team. May your child(ren) develop new friendships, confidence, life skills, physical fitness, and most of all a love for swimming whether in competition or as a life long experience.

This handbook includes information and policies that will help you be a supportive swimming parent, as well as gives you and your child(ren) general information about the sport of swimming in the Central Pennsylvania Aquatic League (CPAL).

We wish you and your child(ren) the best of luck and hope that your experience is enjoyable.

The Sea Lion Board and Staff

Guidelines for Safety

For the Sea Lion Swim Team

at the Penn State Harrisburg Aquatic Center

- Coaches are responsible for swimmers **ONLY** during their specified practice times while swimmers are on the pool deck.
- Please escort your swimmer to the inside pool doors leading directly to the pool deck. This is for their safety.
- Please review the locker room guidelines in the Sea Lion Handbook. Guidelines are also posted on the team bulletin board.
- Sea Lion Swimmers have permission to use the pool and locker rooms **ONLY**. Swimmers must be under adult supervision at all times other than their assigned practice session. Swimmers are not permitted in any other part of the building.
- The facility is used by many patrons. The lobby and hallways must be respectfully quiet at all times.
- These guidelines will be strictly enforced. Coaches reserve the right to suspend any offenders.

General Information

- Inform coaches of any medical limitations of your swimmer(s).
- Team information will be posted on the Sea Lion bulletin board that is located in the hallway near the racquetball courts.
- Team information and ribbons will be found in the file box which will be located under the team bulletin board during practices. *Please check it on a regular basis.*
- Any information/papers placed in the file box must include the swimmers last name.
- A phone chain will be utilized when parents need to be notified of pertinent information, such as meet cancellations, practice cancellations, etc.
- Parents should attend all parent meetings to stay informed. If unable to attend ask someone to give you the information that was presented.
- Parents are responsible for the swimmer's medical and hospital insurance.
- Arrange a meeting with the head coach if you have a concern. Please do not approach the coaches with concerns at practice or immediately after practice. They have other responsibilities during and at the conclusion of practice. Place a note in the coach's folder requesting contact.
- The end of the year Divisional meet is open to all swimmers on the team that have participated in half of the scheduled dual meets.
- If wearing a swim cap, swimmers are required to wear team caps for all dual swim meets, Divisionals and All-Stars.

Inclement Weather

If the Penn State Harrisburg Campus cancels classes/activities due to the weather, practice is also cancelled. If you haven't seen or heard the cancellation on the TV or radio, call **948-6000** for the current status of the University.

Coaches Responsibilities

- Coaches set practice times and assign swimmers to a practice group. Any movement from one group to another will be discussed by the coaches and if necessary adjustments will be made. The parents and the swimmer will be notified if changes are recommended.
- Coaches conduct the practices, organize line-ups and coach the meets, choose invitationals for team participation and attend with the team, and make decisions for the benefit of the team concept.
- Coaches support, encourage, listen to, and teach the swimmers but above all present the swimmers with an enjoyable, fun approach to the sport of swimming.

Team Spirit and Behavior (*Parents and Swimmers*)

- Proper behavior of swimmer and parents is expected at all practices, meets, and invitationals.
- Display good sportsmanship to others on our team, the other team(s), coaches and officials.
- Be enthusiastic and supportive. Let the coaches do the coaching and the officials do the officiating.
- **BE A POSITIVE ROLE MODEL.**
- Parents or swimmers violating the rules will be asked to leave the practice or meet and only be granted return to the team after a meeting with the coaches.
- Swimmers will be disciplined fairly and on an individual basis as deemed necessary. The coach's decisions are final.
- A swimmer may be removed from the program for continual misbehavior and/or disrespectfulness. There will be no refund of monies from registration fees or suit costs.

Practice

- Attendance at practice promotes better swimming technique, better conditioning and better times at meets. Attend on a regular basis and BE ON TIME for your scheduled practice, ready to get in the water.
- Notes are beneficial to the coaches if there is an extended absence or a swimmer must leave early from a practice. Phone calls to the Aquatic Center at 948-6740 can also help the coaches stay informed.
- Parents may not be on deck or in the pool area during practice. Swimmers learn better when they are not looking for parental input. Also extra noise is distracting to the team. *During the first week of practice only, parents are invited to observe practice.*
- Check the team calendar for any changes to practice times or cancellation of practice. Changes do occur due to other events scheduled at the facility. Calendars are placed in each swimmers file in the file box and one is posted on the team bulletin board.
- Practice items (bags, suits, etc.) may not be stored in the locker rooms from one practice to another. During practice items may be stored in the lockers.
- Use caution in the locker rooms. The floors become slippery when wet.
- Be courteous of others while in the locker room areas. These facilities are for us to use as long as we are respectful and thoughtful in our use of them.
- Violations to the locker room guidelines will result in loss of locker room privileges. First violation will result in a one week suspension of locker room use. Repeated violations will result in loss of locker room use indefinitely.
- If a swimmer is unable to attend their practice time on a specific day (i.e. Dr. appt., concert, etc.), it is only with permission from the head coach that they may practice with another group on that day. This must be done prior to that day's practice.

Meets

- Meet sign-ups will be posted on the team bulletin board in the hallway by the racquetball courts. Please be sure to check yes or no for each meet by the Wednesday before the meet to help the coaches in setting up the meet.
- Meets are scheduled primarily on Saturday mornings.
- Warm-up times will be posted for both home and away meets. **BE ON TIME.**
- Coaches decide on the meet line-up for the best opportunity to participate successfully. Honor their judgments. **THIS IS A TEAM EFFORT.**
- Line-up (what the swimmers are swimming) for the upcoming meet will be posted at practice on the Friday before the meet.
- Parents are needed to successfully run a swim meet. **VOLUNTEER.** It benefits the team and supports your child. Each family will be required to volunteer at a total of three swim meets. This is in addition to any other swim team duties. *Sign up on the bulletin board before each meet.*
- For the safety of all, only coaches, swimmers and meet personnel are permitted on the pool deck at swim meets.
- Swimmers should remain in the team area to assist in getting them to the blocks for their race on time.
- At dual meets a swimmer may swim up to a total of four (4) events, one event must be a relay.
- At the Divisional meet a swimmer may only swim three (3) events. (It may be 2 individual events and 1 relay, or 1 individual event and 2 relays, or 3 individual events.)
- Exhibition races are swam following the first heat of an event. These races allow the swimmer to receive a time and a ribbon and to assess their improvement.
- Team spirit requires that all swimmers stay until the end of the meet (home or away). If leaving early is necessary, approval must be given by the head coach.
- Swimmers should clean up their area of any belongings or trash at the conclusion of the meet. **BE RESPECTFUL.**
- Meet ribbons will be placed in the file box. Ribbons may be retrieved at practice the following week. No ribbons will be given out at the meets.

Locker Room Guidelines

- Locker rooms are a privilege for the Sea Lion Swim Team Members. Use of the locker rooms depends upon adherence to the following rules.
- Horseplay and roughhousing are not permitted.
- Use caution and walk at all times.
- Swimmers should use inside voices and respect the facility and other patrons.
- Showers are to be used responsibly and should be completely turned off when not in use.
- No personal locks may be put on lockers.
- PSU-Harrisburg or the Sea Lion Swim Team are not responsible for items left in the locker rooms. Lockers are to be used for short-term storage and should be closed when not in use.
- Pick up any clothing or trash before leaving the locker rooms.
- Use of the locker rooms may be revoked at any time.

Glossary of Swimming Terms

Block – the starting platform

Bulkhead – a moveable wall, constructed to divide a pool into different courses, such as a 50 meter pool into two 25 yard courses.

Circle Swimming – performed by staying to the right of the black/blue line when swimming in a lane, enabling more swimmers to safely swim in each lane. Used during practice.

DQ – disqualification. This occurs when a swimmer has committed an infraction of the rules. Coaches are informed of the infraction so that they may teach and correct the error at practice. A disqualified swimmer is not eligible for a ribbon in that event.

Drill – a teaching exercise involving a portion of a stroke which is used to improve technique.

False Start – when a swimmer is moving before the start is sounded. 8 and Under swimmers are allowed one false start without penalty. All other swimmers are removed from the event for a false start.

Finish – the touch of the end wall at the end of the race.

Flags – Backstroke flags are placed 5 yards or 5 meters from the end of the pool. The flags enable backstrokers to execute a backstroke turn and finish safely and efficiently.

Freestyle Relay – an event in which four (4) swimmers compete together as a team to achieve one time, each swimmer swimming a fourth of the required distance using the freestyle stroke.

Goal – a specific skill or time a swimmer sets and strives to accomplish. Can be short or long term.

Gutter – the area along the edge of the pool in which water overflows during the race.

I.M. – short for the individual medley. An event in which the swimmer uses all four strokes in the following order: butterfly, backstroke, breaststroke and freestyle.

Long Course – a pool 50 meters in length.

Medley Relay – an event in which four (4) swimmers compete together as a team to achieve one time, with each swimmer swimming a fourth of the required distance. Each swimmer will swim a different stroke, in the order of backstroke, breaststroke, butterfly and freestyle.

Meet - competition designed to be a learning experience. By implementing what has been learned in practice a swimmer races against the clock to determine improvement.

Negative Split – swimming the second half of a race equal to or faster than the first half.

Official – a sanctioned judge on deck who enforces the rules in the sport of swimming. There are stroke and turn officials, administrative officials, starters, timers and referees.

Scratch – a withdrawal from an event prior to it being held in competition.

Short Course – a pool 25 yards or 25 meters in length.

Streamline – the position used by swimmers when starting and/or pushing off the wall to reduce water resistance.

Touch Pad – an electronic board placed in the end of the pool to record a swimmers time electronically.

Order of
Winter Age-Group Swimming Events
(for a dual meet)

1. Boys Unl. 200 Free
2. Girls Unl. 200 Free
3. Boys 8 & U 25 Free
4. Girls 8 & U 25 Free
5. Boys 10 & U 50 Free
6. Girls 10 & U 50 Free
7. Boys 12 & U 50 Free
8. Girls 12 & U 50 Free
9. Boys 14 & U 50 Free
10. Girls 14 & U 50 Free
11. Boys Unl. 50 Free
12. Girls Unl. 50 Free
13. Boys 8 & U 25 Breast
14. Girls 8 & U 25 Breast
15. Boys 10 & U 50 Breast
16. Girls 10 & U 50 Breast
17. Boys 12 & U 50 Breast
18. Girls 12 & U 50 Breast
19. Boys 14 & U 100 Breast
20. Girls 14 & U 100 Breast
21. Boys Unl. 100 Breast
22. Girls Unl. 100 Breast
23. Boys 8 & U 50 Free
24. Girls 8 & U 50 Free
25. Boys 10 & U 100 Free
26. Girls 10 & U 100 Free
27. Boys 12 & U 100 Free
28. Girls 12 & U 100 Free
29. Boys 14 & U 100 Free
30. Girls 14 & U 100 Free
31. Boys Unl. 100 Free
32. Girls Unl. 100 Free
33. Boys 8 & U 25 Back
34. Girls 8 & U 25 Back
35. Boys 10 & U 50 Back
36. Girls 10 & U 50 Back
37. Boys 12 & U 50 Back
38. Girls 12 & U 50 Back
39. Boys 14 & U 100 Back
40. Girls 14 & U 100 Back
41. Boys Unl. 100 Back
42. Girls Unl. 100 Back
43. Boys 8 & U 25 Fly
44. Girls 8 & U 25 Fly
45. Boys 10 & U 50 Fly
46. Girls 10 & U 50 Fly
47. Boys 12 & U 50 Fly
48. Girls 12 & U 50 Fly
49. Boys 14 & U 100 Fly
50. Girls 14 & U 100 Fly
51. Boys Unl. 100 Fly
52. Girls Unl. 100 Fly
53. Boys 8 & U 100 IM
54. Girls 8 & U 100 IM
55. Boys 10 & U 100 IM
56. Girls 10 & U 100 IM
57. Boys 12 & U 100 IM
58. Girls 12 & U 100 IM
59. Boys 14 & U 200 IM
60. Girls 14 & U 200 IM
61. Boys Unl. 200 IM
62. Girls Unl. 200 IM
63. Boys 8 & U 100 Free Relay
64. Girls 8 & U 100 Free Relay
65. Boys 10 & U 200 Free Relay
66. Girls 10 & U 200 Free Relay
67. Boys 12 & U 200 Med Relay
68. Girls 12 & U 200 Med Relay
69. Boys 14 & U 200 Med Relay
70. Girls 14 & U 200 Med Relay
71. Boys Unl. 200 Med Relay
72. Girls Unl. 200 Med Relay